Acle Parish Council

Meeting Date: Monday, 15th December 2014
Venue: Methodist Church, Bridewell Lane, Acle
Time: 7.30 p.m.

**PRESENT:**
Mr John Harriss – Chairman
Mr Tony Hemmingway – Vice-chairman
Mrs Annie Bassham, Mrs Angela Bishop, Mrs J Clover, Mr B Coveley, Mrs Lana Hempsall (also district councillor), Mrs J Kenealy, Mr R Perry, Mrs M Steed and Mrs P Watson.

1. **PUBLIC FORUM**There were 11 residents present. Norfolk County Councillor Brian Iles gave a report including the NCC 's recent grant of £700,000 to AgeUk and the forthcoming meeting to consider the possibility of building Housing with Care on the Herondale site. Brian also queried the parking on the corner on Old Road by the sweet shop. Brian informed the councillors that there would be a meeting concerning the Herondale site shortly. District Councillor Lana Hempsall gave a report on BDC's budget and she reported that an Acle resident had complained to BDC about the planning process on the application for the land north of Springfield.
2. **APOLOGIES –** None
3. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA AND REQUESTS FOR DISPENSATIONS**Rodney Perry and Jackie Clover declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as Trustees. John Harriss reminded the meeting that his son lives in Springfield so he has a non-pecuniary interest in that development. Tony Hemmingway had an interest in a cheque payable to himself. Jackie Clover and Angela Bishop declared personal interests in the Acle Archive and the Dementia Friendly Garden as they are on both committees. Lana Hempsall reminded the meeting that she is appointed to the Broads Authority.
4. **MINUTES**It was agreed to amend the minutes of the meeting of 24th November at Item 11 to change “pay half” to “share”. The minutes were then agreed to be correct and were signed by John Harriss, as Chairman of the Parish Council.
5. **MATTERS ARISING**
	1. Network Rail has said that it is unlikely that the canopy at the railway platforms will be repainted in the near future. The company has, however, agreed to get the lights mended on the footpaths to the station, whilst being unsure of ownership of some of the lights. They also said that repairs to the footbridge have been authorised.
	2. Lana Hempsall had nothing further to report on the removal of waste collection facilities around the Broads.
	3. The councillors were reminded of the event at Acle Academy on Wednesday.
	4. Acle Service Station has re-opened after the refurbishment.
	5. Broadland District Council has visited Hi-Grade House and said that the Skin Clinic does not in fact need change of use permission as it is more of a beauty salon, rather than a medical centre.
	6. Christmas lighting has been installed and relamping has been done. The carols around the tree were very successful. The Christmas tree looks very attractive. The councillors thanked Tony for sorting out the tree and the lighting. It was agreed that Rhinos could advertise under the tree as thanks for helping to move the tree.
	7. There has been no reply from The Limes about the guttering or that additional light.
6. **YOUTH AMBASSADORS**A report was read to the meeting; the students have been busy with mock GCSEs and fundraising for some charities. There is a carol concert at the school at the end of term.
7. **CORRESPONDENCE**
	1. Acle Archive Group has purchased a replacement noticeboard to display old photos, at a cost of £191, and it has been put up on the wall of the public toilets. It was agreed to give a grant of £50 towards this cost.
	2. It was agreed to defer the issue of funding a dementia-friendly garden behind the Methodist Church until it is known what other grants can be obtained.
	3. The Broads Authority sent details of the proposal to use the term “Broads National Park” for marketing purposes in order to:
* align the Broads more closely with the recognised National Park brand in order to raise awareness and appreciation of its special qualities
* introduce consistency in the way the area is promoted to increase the economic value generated by tourism
* take full advantage of the corporate sponsorship

The councillors discussed the impact of attracting even more tourists to the area, compared with the economic benefits. There were also concerns that it was misleading to use the term, National Park, given that the broads is not a National Park. It was noted that the principle of a National Park is that conservation overrides all other concerns, including navigation. It was agreed to object to the proposal.

* 1. The clerk will complete the CPRE's questionnaire on light pollution on behalf of the Council.

 7.5 The proposed opening event for the new houses on Beighton Road on 14th January has been postponed.

1. **PLANNING MATTERS**None.
2. **HIGHWAYS MATTERS**
	1. It was reported that damage had been done to the buildings on either side of the entrance to Mill Lane by a truck. The clerk has contacted NCC to ask if additional width signage is required.
	2. Land at Herondale – NCC has confirmed that the current occupants at Herondale are from a guardian security firm with no letting agreement. The grass around Herondale will therefore only be cut by NCC very infrequently.
	3. BDC has confirmed that they are monitoring the vehicles for sale on the verges in Acle; a person is only guilty of the offence of exposing vehicles for sale under the Clean Neighbourhoods and Environment Act 2005 if he leaves two or more vehicles parked within 500m of each other.
3. **STREET LIGHTING**10.1 The councillors agreed that they were generally in favour of the uplighting on the folly tree, but that a colour filter was required to reduce the glare.

10.2 The light at the entrance to Hermitage Close is now working again.

1. **ACLE RECREATION CENTRE**
	1. Lana Hempsall has resigned as Parish Council appointed trustee.
	2. Shane Tovell, one of the trustees, had sent a copy of the confidential Rent Review for the Centre and has asked the Parish Council to agree to a contribution towards running costs. The councillors thanked Mr Tovell for this and asked for confirmation once the Trustees had officially adopted the document and decided which of the various pricing options it had agreed on. It was agreed that a decision on the request for funding should be deferred and a special meeting called in January to discuss this.

11.3 The meeting was closed and Rob Shepheard, Chairman of the Trustees, was invited to give a report; matting for the skatepark is very expensive. They are waiting for another quote. The Centre is moving forward and has taken legal advice on updating the code of conduct for the trustees. A VAT refund of £26,000 has been obtained, some of which relates to the Social Club. The committee is reviewing its assets and assessing repair and replacement costs. There continues to be a lot of vandalism. A new caretaker has been appointed and the admin hours have been increased.

The meeting was re-opened.

1. **CEMETERY**The Environment Agency’s map shows that the top end of Damgate Lane is within Flood Zone 3 so the land at Clerk’s Piece would not be suitable for burials. The clerk will send Mr Molineux the outcome of the investigation into alternative sites.
2. **SPRINGFIELD LAND**John Harriss, Jackie Clover and the clerk met with Carina Cobbold at Mills & Reeve. At that meeting it was agreed:
* Mills & Reeve would draft the s.106 agreement for the affordable housing, play space and green infrastructure to speed up the process (although it was noted that, since the meeting, NPLaw (BDC's solicitors) have sent a first draft)
* Alan Irvine (APC's planning agent) is to contact Saffron Housing for details about Crocus, the company set up to build the houses, and he has already sent off for three new valuations of the site. Alan is also to clarify the proposed overage agreement with Saffron
* There is an electricity cable strip at the entrance to the land. Jackie Clover has obtained contact details for the power company and Alan Irvine will discuss this further
* Proposals were discussed for stage payments

Lana Hempsall had been corresponding with Phil Courtier, Head of Planning at BDC, about the requirement for a financial contribution towards green infrastructure. He suggested that BDC would be expecting a sum of £98,000 towards green infrastructure and he suggested that the installation of a crossing at the A1064 might meet this requirement as it would significantly improve access to the allotments, Roman Wood and local walks. The clerk will arrange a meeting with NCC to discuss this further.

Norfolk County Council said that a pedestrian refuge could cost £37,000 if road widening and diversion works are required, or about £6,000 if a simple scheme is possible. The additional footway could cost about £500. A feasibility study is required, costing £2,500, which would establish what the likely costs would be. Village Gateways cost about £2,500 - £4,000. Tree planting and flower beds are possible, especially on the part between the A47 roundabout and the Hermitage Pub.

The clerk had proposed a sum of £7,000 in the budget for the feasibility study and other works. The crossing itself would be paid for out of capital monies from the sale of the land.

1. **NEIGHBOURHOOD PLAN**

The referendum on Thursday, 8th January had been advertised on local boards and the websites. The Council is allowed to advertise the date and to encourage people to vote, but not to tell people how to vote. Copies of the Plan will be delivered to some of the village shops.

1. **RESILIENCE PLAN**Angela Bishop gave a short report.
2. **BUDGET AND PRECEPT**It is expected that there will be a deficit of £8,000 for the current year, to 31st March 2015. The Finance Group proposed a precept of £71,500 for 15-16, which would lead to an expected deficit of £2,745. The clerk pointed out that these levels are not sufficient to provide for the future maintenance and replacement of assets, but had been accepted by the Finance Group since the Council expects to receive significant capital money from the sale of the Springfield land.

Without this sale of land, but including the Government stocks, it is expected that the Council will have total monies of about £157,000 at 31st March 2015 and of £154,000 at 31st March 2016.

It was noted that the clerk’s fee goes up one point to SCP 39 (£17.60 /hr) for 20 hours per week.

The grasscutting contract from Garden Guardian is £5,921 to cut the grass 23 times from March to the end of October, an increase of 1.3%. This was accepted.

Garden Guardian has quoted £529 for the grasscutting at the Fletcher Room (currently £603 by Norse). It was agreed to appoint Garden Guardian for 2015.

The cost of the grasscutting at the churchyard at St Edmunds is £1,760 for 2015. Acle Parish Council paid a grant of £1,250 in 2014 towards the cost. It was agreed to discuss the 2015 grant at the next meeting.

It is expected that BDC will pay a revenue support grant of 50% of the shortfall caused by the changes to how council tax is collected, leading to a cost of £74.35 per Band D home for a precept of £71,500. It was noted that this was an increase of 18.9% or 98.5 pence per month for a Band D house.

It was noted that no money was included in the budget for grants to the Recreation Centre, and it was agreed to approve the budget as presented, and to discuss the grant to the Recreation Centre at a special meeting and then set the precept finally at the meeting on 26th January.

1. **FINANCE**

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|  |  | £ |
| **Receipts:** |  |  |
| Broadland DC | Management of toilets | 4,690.20 |
| HMRC | Vat refund | 5,480.36 |
| **Payments:** |  |  |
| P James | Clerk’s fee and exps | 1,400.51 |
| HMRC | PAYE & NIC | 524.36 |
| Mick Ward | Cleaning | 753.39 |
| Copy IT | Copying | 53.87 |
| Norfolk Pension Fund |  | 386.67 |
| Blockbusters | Work at public toilets | 132.00 |
| Acle Methodist Church | Meeting room | 17.00 |
| T T Jones Electrical  | Lighting repairs | 995.96 |
| Acle Rec Centre | Youth club room hire | 57.00 |
| Soc of Local Council Clerks | Subscription | 227.00 |
| Wilkersons | Consumables | 23.13 |
| Tony Hemmingway | Lights for tree | 76.78 |
| Secker & Son | Heating at Fletcher Room | 42.00 |
| Moulton Nurseries | Christmas tree | 114.00 |
| George Taylor | Various repairs | 139.00 |
| Balance c/f 15th December 2014 |  | 40,490.72 |
| Government stocks |  | 125,764.00 |
| Total monies |  | 166,254.72 |
|  |  |  |

These cheques were approved for payment. It was noted that Janet Kenealy had checked the clerk's quarterly bank reconciliation.

1. **MATTERS FOR NEXT MEETING**

Budget, grasscutting at the churchyard.

Refurbishment of the public toilets.

1. **DATE OF NEXT MEETING – Monday, 26th January 2015**

There being no further business the meeting was closed.

Signed:........................................... Dated:.........................................

 Chairman