Acle Parish Council

Meeting Date: Monday, 27th April 2015
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 Jackie Clover, Mrs Janet Kenealy, Mr Rodney Perry and Mrs Malika Steed.

1. **PUBLIC FORUM**

There was a report of graffiti on the railway bridge over Reedham Road.

1. **APOLOGIES**  Parish councillors Mr Barry Coveley, Mrs Lana Hempsall (also district councillor) and Mrs Pat Watson and County Councillor Brian Iles.
2. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA AND REQUESTS FOR DISPENSATIONS**

Jackie Clover declared a disclosable pecuniary interest in any financial transactions with the Recreation centre, as Trustee. John Harriss reminded the meeting that his son lives in Springfield.

1. **MINUTES**

The minutes of the meeting of 30th March 2015 were agreed to be correct, and were signed by John Harriss as Chairman of the Parish Council.

1. **MATTERS ARISING**
	1. The issues reported in Priory Close were reported to Norfolk County Council and Broadland District Council.
	2. A petition has been submitted to Lloyds Bank expressing disappointment at the proposal to close the branch two days each week.
	3. There has been much correspondence between residents of Hillcrest and Circle Anglia. The road is to be repaired by the contractors shortly and then resurfaced by Circle Anglia at a later date.
	4. The clerk sent the correspondence requested under the Freedom of Information request and received confirmation that the request is now considered to be closed.
	5. Seven people stood for election in Acle so all are automatically elected and become councillors on Monday, 11th May. John Harriss remains as chairman, and Tony Hemmingway as Vice-chairman, until immediately after the election of a new chairman at the meeting on 18th May.

The new councillors are: Sally Aldridge, Annie Bassham, Angela Bishop, Jackie Clover, Barry Coveley, David Burnett and Tony Hemmingway. The Parish Council will seek to co-opt residents to fill the remaining five places at the Parish Council meeting on 18th May.

1. **YOUTH AMBASSADORS**

There was no report.

1. **CORRESPONDENCE**
	1. Acle Tennis Club has an open day on Saturday, 16th May.
	2. PC Ian Kennedy gave a full report for the year at the recent Annual Parish Meeting, so no further details have been received.
	3. The Manager at the Co-Op wrote to say that they were happy to support the village by paying for the electricity for the Christmas lights. The councillors thanked the Co-Op for their assistance.
2. **PLANNING MATTERS**
	1. Planning decisions:
3. **Mr & Mrs Banham, Broad Farm Cottage (2015/0064)** – first floor extension to form bedroom – The Broads Authority gave full approval.
4. **Acle Hair & Beauty (20150159)** – replacement single storey extension to rear – full approval from BDC.
5. **2 Crossway Terrace (20150196)** - Demolition of Existing Extension and Erection of Single Storey Rear Extension – full approval from BDC.
6. **HIGHWAYS MATTERS**
	1. Norfolk County Council is happy to agree to planting on verges in New Road but will require details of the plants proposed; they will have to be low-growing shrubs. Jackie Clover agreed to draw up a plan with a list of plants. It was agreed also to consider planting additional trees and bulbs on the splays to New Close.
	2. Norfolk CC pointed out that the adopted highway does not extend into the premises at the BP service station and therefore the footway where you might want a dropped kerb would belong to Travelodge or BP. It was noted that there is already a dropped kerb in front of the Travelodge front door.
	3. NCC inspected the various issues at Priory Close. They can contact the owners of the post office to let them know that permission is required for a dropped kerb and pointed out that if this is not permitted, this would result in more on-street parking. Lana Hempsall has spoken to BDC officers who have inspected the site and said that there are no planning issues outside, apart from the parking in the front garden. They have referred the issue to NCC and have written to the owners to request to see inside the property to make sure there are no issues inside the property. Councillors suggested signage to ask people not to park opposite driveways.
	4. Bollards are not permitted along the pavement in New Road. NCC believes that the parking on the pavement should be sorted out by the Police.
	5. Jackie Clover confirmed that she will be planting up all the hanging baskets.
	6. The bench in memory of Malcolm Porter has been installed on the Folly Tree Green. Mr Porter’s widow has thanked the Parish Council for the bench. The other benches on the two greens have been treated with preservative.
	7. The hedge at the play area in Damgate Lane needs cutting back. The clerk explained that, previously, NP Networks had cut all the hedge, because of the proximity of the power cables, but that this time they had just cut the hedge closest to the cables and left the remainder.
7. **STREET LIGHTING**

Nothing to report.

1. **ACLE RECREATION CENTRE**

David Burnett, Chair of the Trustees, gave a report:

* Heavy rain has caused problems with the football pitches. The clerk mentioned that there is a holding tank and that NCC Highways can be contacted to get them to empty it
* Use of weedkiller along the verge in Pyebush Lane
* A temporary administrator has been appointed. Vice-Chair Daphne Townsend and Secretary Diane Fisher are also helping out in the office
* Employment costs to be reviewed
* The majority of the Trustees present at the Centre’s April meeting felt that the Code of Conduct was a fair document and that it should stand for the committee. The Trustees agreed that colleagues who had doubts about signing the Code should be given a further chance to do so
* Maintenance is being reviewed. The roof of the main hall and the roof of the bowls centre both require attention
* Full Health & Safety and Fire Safety reviews have been carried out
* Further quotes are awaited to repair the ground around the skatepark
* Roger Jay and Barry Coveley are updating the Centre’s website
1. **SPRINGFIELD LAND**

The s106 agreement had already been circulated and was adopted by the Parish Council.

The following clause has been added in relation to the Green Infrastructure requirements:

(BDC) “not to unreasonably withhold or delay approval of a Green Infrastructure Scheme and to approve a scheme of works which have previously been approved by Norfolk County Council in relation to the Development”.

1. **ACLE REGATTA AND HISTORY WALK**

Jackie Clover updated the councillors on the plans for these events.

1. **STANDING ORDERS**

Revised standing orders were agreed, incorporating a new order that the proper officer shall “destroy any anonymous correspondence received without taking any further action”.

1. **FINANCE**

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|  |  | £ |
| **Receipts:** |  |  |
| Youth club fund | Residual monies | 46.28 |
| Burial and memorial fees |  | 303.00 |
| **Payments:** |  |  |
| P James | Clerk’s fee and exps SO | 1,000.00 |
|  |  Online payment | 533.16 |
| Norfolk Pension Fund | Clerk’s pension | 408.55 |
| Mick Ward | Cleaning SO | 650.00 |
|  |  Online payment | 101.55 |
| HMRC | PAYE & NIC | 534.16 |
| Internal Drainage Board | Drainage rates | 41.80 |
| Hayes Computing | Hosting website | 144.00 |
| Zurich | Membership subs | 114.00 |
| Garden Guardian | Grasscutting | 1,155.01 |
| Broadland DC | Events Licence  | 70.00 |
| Smiths of Derby | Clock maintenance | 217.20 |
| Nfk Rural Community Council | Subs | 20.00 |
| Wendy Butler | Holiday cover | 163.88 |
| Nfk Ass’n of Local Councils | Subs | 374.84 |
| Hugh Crane Cleaning Eq’t | Supplies for Fletcher Room | 93.91 |
| Acle Methodist Church | Meeting room x 2 | 34.00 |
| T T Jones Electrical  | Lighting repairs | 79.49 |
| Wilkersons | Consumables | 14.36 |
|  |  |  |
|  |  |  |
| Balance c/f 27th April 2015 |  | 21,667.60 |
| Government stocks |  | 131,401.00 |
| Total monies |  | 153,068.60 |
| The first half precept of £36,500 will be received shortly |  |  |

These items were approved for payment.

It was agreed to remove Rodney Perry as a signatory and add Barry Coveley as a new signatory.

1. **ITEMS RAISED AT THE** **ANNUAL PARISH MEETING**
* Old Road – speeding and parking
* Pavement outside The Limes - reported to Highways
* A1064 carriageway damage – reported to Highways
* Lighting outside The Limes
* Mill Lane junction
* Village signage
* Pedestrian access to playing fields – passed to Recreation Centre
* A letter of thanks will be sent to Bob Crowe for his work on maintaining the village clock. It was agreed that someone should be trained up to do the work. Jackie proposed that her husband Simon could do this
1. **MATTERS FOR NEXT MEETING**
* Dementia-friendly garden
* Trustee for Acle in Need
1. **DATE OF NEXT MEETING – 18th May 2015 at 7.30pm**

It was noted that this was the last meeting for those outgoing councillors who had not stood as parish councillors again. John Harriss, Rodney Perry, Malika Steed, Janet Kenealy, Pat Watson and Lana Hempsall were thanked for their commitment and work for the village as councillors. John Harriss and Rodney Perry had both been councillors for 40 years.

There being no further business the meeting was closed at 8.25 pm

Signed……………………………….. Dated: 18th May 2015

 Chairman