Acle Parish Council

Meeting Date: Monday, 30th November 2015  
Venue: Methodist Church, Bridewell Lane, Acle  
Time: 7.30 p.m.

**PRESENT:**   
Tony Hemmingway – Chairman  
Barry Coveley– Vice-chairman  
Sally Aldridge, Annie Bassham, Angela Bishop, Jackie Clover, Jack Horner-Glister, Roger Jay, Julia Line, Jamie Pizey, Ellen Thompson and Parish Clerk Pauline James

**PUBLIC FORUM**There were six members of the public present.

District Councillor Lana Hempsall gave a report; Broadland District Council is working on its budget. No decision has been made yet on whether to pay a Revenue Support Grant. No

County Councillor Brian Iles gave a report; Norfolk County Council is to cut back on road maintenance to save money. Residual waste is to be sent to Holland and Germany for combustion. Grass verges will only be cut at junctions next year. Brian will investigate a complaint about hedge cutting in Damgate Lane.

1. **APOLOGIES**

Councillor David Burnett and PCSO Paul McAllister.

1. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA AND REQUESTS FOR DISPENSATIONS**Barry Coveley, Jackie Clover and Roger Jay declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as Trustees. Jackie Clover also declared an interest in Acle Lands Trust, as a Trustee. Angela Bishop reminded councillors that she does voluntary work at Acle Library.
2. **MINUTES**

The minutes of the meeting held on 26th October 2015 were agreed to be correct and were signed by Tony Hemmingway as Chairman of the Parish Council.

1. **MATTERS ARISING**
   1. Angela Bishop laid the wreath on behalf of the Parish Council at the Remembrance Day Church Service on 8th November. There was also a Royal British Legion event on 11th November. Councillors will be advised of the time for this event next year.
   2. Acle Academy is not in a position to make a noticeboard at present.
   3. The drain outside Barclays Bank was cleared out by Norfolk County Council.
   4. Norfolk County Council has programmed the work to cut back the hedge on A47 sliproad to improve visibility. Flooding on the A47 sliproad has been reported to Highways England.
   5. NCC has said that they do not have money in the current budget for bus stop signage or road markings in Norwich Road.
2. **YOUTH ENGAGEMENT GROUP**Annie Bassham gave a report; there was a good attendance of young people at the Remembrance Day parade. Acle Academy invites residents to attend a concert on 15th December.
3. **CORRESPONDENCE**
   1. Acle Lands Trust asked the Council for a grant for a replacement scythe mowing machine. Adam Fisher explained that the machine is needed to carry out the work under the Natural England scheme of management of the Lands Trust land. He also told the councillors that the Damgate Wood path will be finished shortly. The Trust is applying for grants elsewhere and is working with the BDC/NCC Green Infrastructure Initiative to benefit from future funding.

It was agreed that the Parish Council supported the Acle Lands Trust’s request for funding in principle but requested other quotes before making a decision.

* 1. Acle Library asked the Parish Council to encourage local residents to support the library. It was agreed to write to Norfolk County Council to express their support for Acle Library. It was noted that the Library is used by various local groups and it was felt to be vital to ensure that staffed hours are maintained.
  2. No one was able to attend from the Youth Club to discuss the donation to pay for the room hire. This will be on the agenda for the next meeting.
  3. PC Paul McAllister sent a report of two crimes recorded since the last meeting.
  4. NCC sent information on their Strategic and Financial Planning for 2016/19.

1. **PLANNING MATTERS**7.1 **Mr Moore, 17 Habgood Close** – extensions and alterations – revised (20151775). There were  
    no objections to the plans.  
     
   7.2 Planning results from **Broadland District Council**:
2. **1 Calthorpe Green** – change of use from an optician’s to residential dwelling (20151273) – full approval but listed building approval may be needed for internal or external works
3. **13 Damgate Close** – bedroom and lobby extension (20151505) – full approval
4. **5 Mardling Run** – single storey rear extension (conservatory) (20151566) – permission not required.
5. **HIGHWAYS MATTERS**
   1. Christmas lighting – most of the light bulbs have been checked and changed. LEDs have been fitted to two strings and should last 5 times as long and cost much less for the electricity. The lights at the Folly tree have been modified so there is less light spillage and less glare. The Christmas tree will be put up on The Green soon.
   2. It was agreed to purchase a new noticeboard for Hermitage Close, in “Man-made Timber” at £512.22 without posts.
   3. Street lights – a new contract has been arranged with a new supplier of electricity. This was noted.
   4. NCC sent notice that the limit of the 40mph zone on A1064 will be moved back by 40m so that drivers have more opportunity to notice the signage. This was supported.
   5. The clerk contacted Highways England about the non-repair of the Vehicle Activated Sign on A47 at the White House junction. The reply was that this was to be part of a review of signage on A47. This was felt to be unhelpful and has been forwarded to the MP, Keith Simpson.
   6. The clerk has asked NCC Highways for an update on the flooding on Reedham Road outside Damgate Woods.
   7. The councillors were pleased to note that the Recreation Centre arranged for white lines to be painted on the exit to the car park.
6. **ACLE RECREATION CENTRE**
   1. The minutes from the Trustees’ September and October meetings have been received and circulated.
   2. The Trustees have asked the Parish Council to pay the insurance for the skatepark. More details were requested for the next meeting.
   3. Trustee Barry Brooks gave a report; it is expected that the Centre will make a surplus for 2015. The Trustees continue to review costs.
7. **SPRINGFIELD LAND**
   1. Tony Hemmingway met the proposed purchasers of the site, who are carrying out tests on the site. He reported that the fence panels have been removed at the top of the site where the land was let for garden use, ready for the sale of the land.
   2. The solicitors for both parties were to meet to go through the contract to try to sort out the remaining issues. The councillors on the working party were invited to stay behind to discuss a couple of issues raised by the solicitors.
   3. The details of the Tree Preservation Order on the adjacent land have been sent to the solicitors, as requested.
8. **RESILIENCE GROUP**Angela Bishop reported that most of the leaflets had been delivered around the village. A few residents had got in contact to offer to be part of the group. A Facebook page has been set up. It was agreed to set aside £60 to purchase foil blankets and hi-vis jackets.
9. **CEMETERY MAINTENANCE**The clerk spoke to the current contractor about possible improvements at the cemetery. He said that the current contract is to cut the grass and strim around all obstacles 23 times during the eight months from 1st March to 31st October, which is every 10 days. A tractor mower is used to keep time and costs down.

He has trialled a higher specification and this received favourable comments from residents. This is for cutting and collecting the grass with a collector tractor mower. All clippings will be removed from site. The cutting height will be raised to 2 inches to avoid scalping the surface where the ground is uneven. Then strim around all graves and obstacles. To blow all grave tops down with a powered blower to remove strimmed grass clippings (this will not remove all clippings if it is wet). To collect any litter or wind-blown flowers on each visit. To cut the grass every 2 weeks – 18 cuts.

It was agreed to use this as a specification to get quotes from other contractors. Barry Coveley offered to contact the current contractor to find out more details about the machinery to be used.

A request from a family to install a new wooden memorial bench was agreed.

1. **PEDESTRIAN REFUGE ON A1064**

It was noted that NCC had obtained ownership of a part of the car park at the Hermitage, presumably for drainage purposes.

1. **FINANCE**

|  |  |  |
| --- | --- | --- |
|  |  | £ |
| **Receipts:** |  |  |
| Beighton PC | Reimbursement costs | 38.64 |
| Donation | For dementia friendly garden | 1,000.00 |
| Burial fees |  | 1,545.00 |
| **Payments made:** |  |  |
| Tony Hemmingway | Materials for skatepark | 240.00 |
| Pauline James | Reimb. Christmas lamps | 907.40 |
| **Online Payments:** |  |  |
| Salaries: |  | 3,157.22 |
| P James | Clerk’s fee and exps - SO |  |
|  | * balance |  |
| HMRC | PAYE & NIC |  |
| Mick Ward | Cleaning - SO |  |
|  | * balance |  |
| Norfolk Pension Fund | Clerk’s pension |  |
| Garden Guardian | Grasscutting | 1,155.01 |
| Copy IT Digital | Copying charges | 90.52 |
| Acle Rec Centre | Youth club room hire x1 | 30.00 |
| Hugh Crane Ltd | Consumables for Fletcher Rm | 3.43 |
| George Taylor | Repairs to play areas | 202.75 |
| Nicholas Hancox | Legal fees re cemetery | 604.80 |
| **Cheques for payment:** |  |  |
| Acle Society | Delivery of newsletter | 40.00 |
| Wilkersons | Supplies | 32.09 |
| T T Jones | Lighting repairs | 353.30 |
| M Allen | Annual footpath fee | 30.00 |
| Acle Methodist Church | Meeting room hire | 17.00 |
|  | Donation re Tea & Talk | 17.00 |
| East Anglian Air Ambulance | Donation (s137 LGA 1972) | 100.00 |
|  |  |  |
| Balance c/f 30th November 2015 |  | 54,005.52 |
| Government stocks |  | 128,304.00 |
| Total monies |  | 182,309.52 |

It was noted that legal fees of £11,293 + disbursements and + VAT are expected shortly from Mills & Reeve.

These payments were approved.

1. **EXTENSION TO CEMETERY AND COMPULSORY PURCHASE ORDER**

As requested at the last meeting, the clerk wrote to Broadland District Council to request a Compulsory Purchase Order for 2.3 acres of land north of the cemetery for an extension to the cemetery only, i.e. no land for an extension to the playing field.

The clerk has received a further six emails of support for the Parish Council’s action, and eight messages of support via the Parish Council’s Facebook page. One message was received proposing the construction of a crematorium instead, and one email of objection was received from a non-resident.

BDC has confirmed that this request will be discussed at the Overview & Scrutiny Committee on 15th December and then at the Cabinet meeting on 22nd December. Councillors met with Phil Courtier, chief planning officer at BDC. Mr Courtier has suggested that the Parish Council considers applying for significantly less land so as to show a willingness to compromise. Mr Courtier met with the landowner, Philip Molineux, who said that he is not willing to sell any land for an extension to the cemetery.

The existing cemetery is approximately ¾ acre, and has lasted since 1950. The number of burials varies from year to year, from 1 in 1950 when the churchyard was still open, to a high of 16 in 2000. There were 12 burials in 2014 and there have been 7 in 2015, to date. Double depth burials are permitted in the current cemetery and 520 burials have resulted in 382 burial plots. It is anticipated that only single depth burials will be possible on the land north of the cemetery, so an extension of about an acre would provide the same number of burials as the current extension in 65 years. Given that the population of Acle has grown considerably since the cemetery was opened, and will continue to grow, it is hoped that 1 acre would provide burial space for another 50 years, together with an extension to the driveway and a turning circle for a hearse.

After a brief discussion it was agreed (with one abstention) to amend the request for a CPO for just 1 acre, for a cemetery extension only.

1. **SECRETARY OF STATE**

If, after 8 weeks from the date of submission of the request to Broadland District Council, BDC has refused the request or has taken no action, the Parish Council may petition the Secretary of State and ask him to make the order. (S125 Local Government Act 1972).

It was therefore agreed to apply to Secretary if BDC does not approve the request for a CPO.

1. **MATTERS FOR NEXT MEETING**

* **Speed stickers**
* **Budget**

It was agreed that Ellen Thompson should join the Finance Working Party.

1. **DATE OF NEXT MEETING – Monday, 14th December 2015 at 7.30pm, with refreshments from 7.00pm. Councillors and residents were invited to donate tins of food for a local food bank.**

There being no further business, the meeting was closed at 9.35 pm

Signed………………………………. Dated: 14th December 2015