

Acle Parish Council

Meeting Date: Monday, 25th January 2016
Venue: Methodist Church, Bridewell Lane, Acle
Time: 7.30 p.m.

PUBLIC FORUM:

- i) Matt Davidson, from Crocus Homes, and Paul Ollington, from Wellington Homes, introduced themselves as the developers for the land north of Springfield, and answered questions from the public and from the councillors.
- ii) Paul Batchelor from Acle St Edmunds Bowls Club explained the Club's proposal for a new clubhouse with changing rooms and showers, to be used by themselves and by the women's and youth football teams. The Bowls Club has about 60 members and there are believed to be about 90 members of the football teams. The new brick-built building would be on the same site as the current wooden building and is expected to cost about £100,000. The Recreation Centre has supported the proposal. The Club would apply for planning permission before applying for grants but would need a significant grant from the Parish Council in order to be successful with other grants. It was noted that the football clubs had not offered any assistance with fundraising efforts.
- iii) County Councillor Brian Iles gave a report: Norfolk County Council is still working on its budget for 16/17. There were some questions about drainage issues in Reedham Road.
- iv) There were ten members of the public present. Matters raised included: graffiti on the railway bridge and parking on New Road by the BP garage.

PRESENT:

Tony Hemmingway – Chairman

Barry Coveley – Vice-chairman

Sally Aldridge, Annie Bassham, Angela Bishop, David Burnett, Jackie Clover, Roger Jay, Julia Line, Jamie Pizey, and Parish Clerk Pauline James

1. APOLOGIES

Parish Councillor Ellen Thompson, District Councillor Lana Hempsall and PCSO Paul McAllister

2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA AND REQUESTS FOR DISPENSATIONS

David Burnett, Barry Coveley, Jackie Clover and Roger Jay declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as Trustees. Sally Aldridge and Tony Hemmingway had an interest in payments in their names. Roger Jay also reported a non-pecuniary interest as a member of the Bowls Club.

3. MINUTES

The minutes of the meeting held on 14th December 2015 were agreed to be correct and were signed by Tony Hemmingway as Chairman of the Parish Council.

4. MATTERS ARISING

4.1 Acle Lands Trust sent a note of thanks for the Parish Council's offer to purchase the replacement scythe mowing machine. Residents are invited to the AGM on 10th March.

5. YOUTH ENGAGEMENT GROUP

Nothing to report.

(Jack Horner-Glister entered the meeting at this point.)

6. CORRESPONDENCE

6.1 Correspondence inviting a Town Twinning scheme with a town in France was received. Councillors did not feel it was appropriate to pursue this any further at present.

6.2 PCSO Paul McAllister sent details of 4 crimes recorded in December.

6.3 The clerk signed a Memorandum of Understanding with NCC for the bin stickers; it was noted that the stickers are only to be used as temporary signage, on wheelie bins.

6.4 NCC has contacted the Council to say that it will not be possible to construct a wider footway on the east side of the A1064. Work will be done instead to encourage walkers to walk along the path behind the Hermitage and then cross the road at the new crossing. This was noted. Councillors were invited to a meeting on 1st February to see the latest plans.

7. PLANNING MATTERS

7.1 Planning applications:

- i) **Mr Shorten, Land adj.27 Mill Lane** – bungalow (outline) (20160031). The councillors had no objections to the plans.
- ii) **Ms Briley, Cripsey Cottage, The Street** – change of use of part of property from residential (C3) to Retail (A1) (20152010). The councillors had no objections to the plans.
- iii) **Crocus Contractors, Land north of Springfield** – approval of details reserved by condition 2 of PP 20140787 – erection of 24 open market dwellings (20152044). The councillors had no objections to the plans.
- iv) **Crocus Contactors, Land north of Springfield** – variation of Condition 4 of PP 20140787 (small changes to design of 12 affordable dwellings) (20152038). The councillors had no objections to the plans.

- v) **Mr Holmes, 3 The Hill** – single storey front extension (20151949) (amended plans). The councillors had no objections to the plans.

7.2 Planning results from **Broadland District Council**:

- i) **17 Habgood Close** – alterations – full approval.

7.3 The refusal of the permission for a new home on **land at Coburg House** has gone to appeal.

8. HIGHWAYS MATTERS

- 8.1 It was agreed to purchase an LED lantern for PYE6 in Pyebush Lane at £338.22 + VAT so long as the new lanterns in Damgate Lane and Habgood Close were successful.
- 8.2 Tony Hemmingway has done an audit of grit bins. He refilled those bins which are the responsibility of the parish council and the clerk reported those which are maintained by NCC. The grit bin by the public toilets has disappeared. The clerk will contact NCC to ask about a replacement.
- 8.3 Tony reported that the new LED Christmas lighting strings have saved a huge amount of electricity and therefore reduced the cost to the parish. Further LED lamps will be purchased in the Autumn.
- 8.4 The clerk had asked Norse to quote for the grasscutting at the cemetery. No other firms were recommended by local clerks.

Barry Coveley reported on his conversation with the current contractor, Garden Guardian. Cutting the cemetery at the higher specification, (collecting the grass, blowing the clippings off the gravestones and tidying around) would take two hours. Carting away the clippings to his yard would take an hour. He had also quoted to cut and collect the clippings but to leave the clippings onsite and then would charge £100 to cart away the clippings at the end of the season. Instead Jack Horner-Glister offered to take a trailer up to the cemetery when the grasscutting is planned and he would cart away the grass, at no cost.

It was agreed to accept the quote from Garden Guardian for £6,474 for highways verges, grounds maintenance, (including the improved specification for the cemetery,) and at the Fletcher Room, to be paid in eight equal instalments over the growing season. Several councillors offered to carry out regular inspections of the cemetery to ensure that the grasscutting is being done to this specification.

It was also agreed to pay a donation of £1,250 towards the grass cutting at St Edmund's Churchyard – their total bill is £1,778.

- 8.5 Repeated flooding on the footway in Reedham Road had been reported again to Norfolk County Council Highways, together with film evidence of a resident having problems on a motorised buggy.

9. ACLE RECREATION CENTRE

- 9.1 Trustee David Burnett gave a report; the trustees are continuing to monitor costs. LEDs are being fitted in the indoor bowls club which will make a large saving on energy costs. NCC has agreed to put in a kerb on Pyebush Lane to reduce flooding on the playing field. The committee has applied for grants for the repair of the roof on the main hall and indoor bowls club. Work is to start shortly on moving the office downstairs to form a reception area.

10. SPRINGFIELD LAND

The contracts for the sale of the land were signed on 22nd December and were exchanged and completed on 23rd December. The final sale price was £1,055,000. £93,791.32 was retained by Mills & Reeve in an Escrow account and will be released to pay for the pedestrian crossing and speed reduction measures on A1064.

11. CEMETERY

On 15th December, Broadland District Council's Overview & Scrutiny Committee recommended refusal of the Parish Council's request for assistance with a Compulsory Purchase Order for just one acre of land for an extension to the cemetery. On 5th January, BDC's Cabinet meeting also recommended refusal. Later that day, BDC's full Council meeting voted to refuse to assist the Parish Council suggesting that there was insufficient evidence of public support for the CPO.

The clerk has drafted a letter to the Secretary of State asking him to make a CPO and this will be reviewed by APC's solicitor before being posted. It was agreed that the next Council newsletter should include a request for support from residents.

It was also agreed to contact the local MP, Keith Simpson, to ask him to support the request to the Secretary of State, and to invite him to visit the village to see the issue himself.

It was noted that Annie Bassham and Julia Line spent some time at the Norfolk Archive Centre. They found the APC minutes from 1923 wherein the Council agreed to buy land from Major Edwards for allotments, including land in the parish of Upton with Fishley. Acle PC obtained a loan from the government to make this purchase, at £550. This land became the Recreation Centre land and the current cemetery. This confirmed that all the land was purchased from the Fishley Estate, rather than being donated, as had been claimed by some residents.

12. OUTDOOR BOWLS CLUB

The councillors expressed concern at the large amount of funding required for a new clubhouse, for a small number of residents. They agreed that it was too soon to decide on the use of the capital monies and suggested that the proposal would be better coming from the Recreation Centre as a whole, as part of their business plan.

13. POLICIES

The Complaints Procedure – for complaints against the Council – the Disciplinary Procedure –for complaints against the clerk – and the Training Policy were adopted and signed.

It was noted that the clerk is working towards submitting the evidence to renew the Council's Foundation Level status in the Local Council Award Scheme.

14. RESILIENCE GROUP

Angela Bishop gave a report on a meeting with Broadland District Council's resilience officer. Some training will be offered on first aid and to practice for an emergency. Jack Horner-Glister offered to sort out a banner to advertise the Methodist Hall as a rest centre. It was also agreed to pay up to £50 for some radios. Jamie Pizey offered to source some vinyl gloves. It was noted with thanks that Acle Methodist Church had given permission for a small amount of emergency equipment to be stored on its premises.

15. CAPITAL PROJECTS AND INVESTMENT OF FUNDS

It was confirmed that the net proceeds of £961,208 were received in the Parish Council's bank account on the completion of the sale of the land north of Springfield. The clerk had researched accounts for parish councils and presented a list of options. Tony Hemmingway and the clerk had met with CCLA, a mutual company which invests money for local authorities.

In order to spread risk it was agreed to invest:

£75,000	Nationwide Building Society	1.20% 1 yr fixed term
£175,000	Lloyds Bank	1.05% 1 yr fixed term
£75,000	Barclays Bank	0.38% instant access
£75,000	Cambridge Building Society	0.50% instant access
£200,000	CCLA Public Sector Deposit Fund	0.48% instant access
£300,000	CCLA Local Authorities Property Fund	Long-term capital growth + variable income

16. FINANCE

Receipts:

BDC	Management toilets (40%)	4,807.40
Upton PC	Reimbursement costs	42.00
Beighton PC	Reimbursement costs	51.27
Mills & Reeve	Sale of land	961,208.68

Direct Debits:

Veolia	Skip hire	168.00
PHS	Waste disposal fee	60.00
Anglian Water	Allotments	38.78
Anglian Water	Cemetery	17.15
Anglian Water	Public toilets	576.83

Online Payments:

Salaries:		3,114.60
P James	Clerk's fee and exps - SO	
	- balance	
HMRC	PAYE & NIC	
Mick Ward	Cleaning - SO	
	- balance	
Norfolk Pension Fund	Clerk's pension	
Acle Rec Centre	Youth club room hire	45.00
Hugh Crane Ltd	Consumables for Fletcher Rm	67.91
Nfk Parishes Training	Introductory training	250.00
Greenbarnes	Noticeboard	614.67

NALC	Council award scheme	30.00
Seckers	Fletcher Room heating	162.00
Flameskill	Fire safety checks	91.68
Rhino	Materials	80.40
Acle Good Neighbours	DBS check for Annie Bassham	12.50
Sally Aldridge	Travel expenses	9.90
Tony Hemmingway	Repairs	331.21
Justin Nudd	Work at cemetery and play area	300.00
Marcus Satchel	Work at cemetery and play area	300.00
Mills & Reeve	Legal fees re Springfield	10,543.80
Cheques for payment:		
CPRE	Subs	36.00
Wilkersons	Supplies	31.10
Arthur Jary's	Repair to memorial	320.00
D Starkings	Hedge cutting	216.00
Hi-Grade House	Electricity	7.55
Zen	Electricity	50.64
Dental surgery	Electricity	81.14
Hair & Beauty	Electricity	43.65
T T Jones	Lighting repairs + Christmas	724.89
Acle Methodist Church	Meeting room hire	17.00
	Donation re Tea & Talk	17.00
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Balance c/f 25 th January 2016		981,749.62
Government stocks		128,304.00
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Total monies		1,110,053.60

£93,791.32 has been retained by Mills & Reeve to be used to pay for the crossing on A1064.
A claim for the repayment of £4,324.90 VAT had been made.

These payments were approved.

The clerk was asked to contact the hedge cutting contractor for details of his risk assessment.

17. MATTERS FOR NEXT MEETING

- i) Resilience Plane
- ii) Appointment of Recreation Centre trustees and Acle Lands Trust trustees
- iii) Cemetery

18. DATE OF NEXT MEETING – Monday, 29th February 2016 at 7.30pm, with refreshments from 7.00pm.

19. YOUTH CLUB

It was noted that the Youth Club had been closed until at least the end of February. The closure had been publicised on the websites and via Acle Academy.

There being no further business, the meeting was closed at 10.45 pm

Signed.....
Chairman

Dated: 29th February 2016