Acle Parish Council

Meeting Date: Monday, 30th January 2017
Venue: Methodist Church, Bridewell Lane, Acle
Time: 7.30 p.m.

**PUBLIC FORUM:**

There were 9 members of the public present. Matters raised included some flytipping in the village.

County Councillor Brian Iles gave a report: there will be an increase in NCC’s budget for 17/18 to help pay for adult social care. There are still no details on the NCC’s plans for the Herondale site. Brian was asked to make enquiries about using Herondale car park for visitors to the doctors’ surgery in the short-term.

*District Councillor Lana Hempsall sent her apologies retrospectively.*

**PRESENT:**
Tony Hemmingway – Chairman
Sally Aldridge, Annie Bassham, Angela Bishop, David Burnett, Jackie Clover, Barry Coveley, Roger Jay, Julia Line, Jamie Pizey, Anna Wade and Parish Clerk Pauline James. Anna Wade signed a declaration of acceptance of office as the newly co-opted councillor.

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| 1 | **APOLOGIES** Ellen Thompson. |
| **2** | **DECLARATIONS OF INTEREST**Roger Jay, David Burnett, Jackie Clover and Barry Coveley declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as Trustees.  |
| **3** | **MINUTES**The minutes of the meetings of 19th December 2016 were agreed to be correct, and were signed by Tony Hemmingway as Chairman of the Parish Council. |
| **4**4.1 | **MATTERS ARISING**The Acle First Responders are in the process of setting up a local bank account and sent their thanks to the Parish Council for the offer of a donation to pay for new kit and uniforms. It was confirmed that the Ambulance Service pays for the first kit, but that the Responders wanted to purchase a second kit to facilitate a second First Responder. |
| 4.2 | The fault with the folly tree Christmas lights was due to the adjacent street light being faulty. This was remedied in time for Christmas. |
| **5**5.1 | **CORRESPONDENCE**The Police website listed 13 reported crimes in Acle in November 2016. |
| 5.2 | The Campaign for the Protection of Rural England (CPRE) asked for the Parish Council’s support for their campaign to resist the allocation of new sites for housing until the existing allocated sites have been built on. The councillors supported this campaign. |
| 5.3 | The clerk has completed the formal declaration for automatic enrolment for pensions. The clerk is already a member of the Norfolk Pension Scheme. The only other employee, Mick Ward, did not wish to be enrolled and is over state pension age so is not required to be enrolled. This was noted. |
| **6**6.1 | **PLANNINGi) Acle Medical Centre,** single storey consulting and office cabin with link (20170020). The councillors supported the plans. **ii) Mr Howard, 41 Beighton Road** - single storey rear extension (20170078). There were no objections to the plans. |
| 6.2 | **Plans received between meetings:****Mr Cowles, 5 Beighton Road** – single storey side and rear extensions (20162145). There were no objections to the plans. |
| 6.3 | **Planning decisions from Broadland District Council:****The Bungalow, Acle Academy** - Change of Use from Educational Facility (B1(a)) to Light Industry (B1(c)) (20161917) – full approval. |
| **7** | **HIGHWAYS MATTERS** |
| 7.1 | **Litter picking** – It was noted that Keep Britain Tidy supports the setting up of a litter picking week. The clerk will advertise for volunteers in the next Community News. |
| 7.2 | The clerk was asked to report that someone has removed one of the two dog bins from Damgate Woods. A request to fund a new bin for Carters Loke/The Hill will be considered at the next meeting. |
| **8.**8.18.2 | **RECREATION CENTRE**Trustee Barry Brooks gave a report: The end of the financial year was 31st December. Accounts will be available shortly. An event is being planned to celebrate the completion of the refurbishment of the main hall. The fencing on the boundary with the cemetery car park has been damaged and will be replaced. There was a request for the Parish Council to pay for works at the skatepark to improve drainage. This will be on the agenda for the next meeting.It was noted that £80,643.01 has been paid to date out of the £82,000 grant agreed towards the refurbishment of the main hall, with a further £511.00 committed. |
| **9** | **PROJECTS** |
| 9.1 | **Springfield:** councillors attended a recent site meeting. The first phase of building works is nearing completion and sales are progressing on the first homes.Saffron Housing have suggested replacing the fencing along the southern boundary, as it is generally in a poor condition. This was agreed.The Council has been asked to approve a deed of variation to change plots 5 & 6 from rented affordable housing to shared equity properties. This was agreed. Mills & Reeve will be asked to check the legal document. The Council’s legal fees will be paid by Saffron/Crocus.Details of the design for the new play equipment will be available shortly. The clerk was asked to send the specification to Barry Brooks who offered to check the details for the footings for the equipment. |
| 9.2 | **CPO for Cemetery Land:** The Department for Communities and Local Government wrote recently to request details of possible compensation costs and legal expenses for a Compulsory Purchase Order (CPO) process. The Council’s solicitor was asked to write the reply to ensure it is correct. DCLG also asked Broadland District Council for the reasons for their refusal of the CPO request. |
| 9.3 | **Website**: Anna Wade offered to look at the Visit Acle website and to assist with updating the site. |
| 9.4 | **Planting on A1064:** planting in large beds is planned alongside the A1064 to increase drivers’ awareness of entering an area of housing and hopefully to decrease speeds. One pair of beds is planned to be 33m x 4.6m and one pair is 16m x 2.6m, with low-level planting so as not to affect visibility. The clerk will contact contractors to arrange some quotes for the planting.Acle Lands Trust has suggested a wildflower mix be sown at the entrance to Roman Wood and has asked the Parish Council to consider paying for some Yellow Rattle for the grassy areas within the site. This will be considered at the next meeting. |
| 9.5 | **Cemetery maintenance:** it was agreed to employ a mole catcher to reduce the number of molehills at the cemetery. |
| 9.6 | **Fletcher Room**: there was some discussion about whether to continue with the project to extend the Fletcher Room. Councillors agreed that the project should be postponed for 2 years so as to see if the number of young children increases in Acle.The councillors discussed whether the Herondale site could be used in any way to offer a pre-school facility. The clerk has already written to Norfolk Property Services to say that the Parish Council may be interested in purchasing some of the land to the north of the Herondale site. |
| 10 | **FOOTWAY LIGHTING**Norfolk County Council has decided that it will no longer to require or adopt footway lighting on new housing developments.Broadland District Council has asked if Acle PC would take on the responsibility for any new footway lighting. If the Parish Council did not wish to take on the lights, BDC may take them on but would then re-charge the cost by special expense through the council tax for Acle residents.The councillors were unsure as to the best option so agreed to express an interest in any further information on the issue. |
| 11 | **ADDITIONAL CHRISTMAS LIGHTING:** Tony Hemmingway reported that there were 1,050 lights on the Christmas tree this last year and that additional lights need to be purchased for Christmas 2017. This was agreed. It was also agreed to try to put a string of coloured lights on the Barclays Bank building and to approach the post office and High House to see if they would permit lighting on their properties. It was agreed to authorise up to £4,000 on this project. |
| 12 | **ACLE LANDS TRUST**It was agreed to re-appoint Jackie Clover, Adam Fisher, Dennis Fisher, Ken Gale and Nigel Robson to Acle Lands Trust. Residents are invited to the AGM on 20th February. |
| 13 | **FINANCE** |
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| **Receipts:** |  |  £ |
| Beighton PC | Share of exps | 43.00 |
| HMRC | VAT refund | 8,598.47 |
| Lloyds | Bank interest | 10.31 |
| Barclays Bank  | Rent | 6,375.00 |
| **Direct Debits:** |  |  |
| SWALEC | Street lighting electricity for month | 715.14 |
| Veolia | Skip hire for month | 177.00 |
| Anglian Water | Water at public toilets | 505.90 |
| Anglian Water | Water at allotments | 30.81 |
| Anglian Water | Water at cemetery | 13.05 |
| **Online Payments made between meetings:** |  |  |
| Furniture Finishers | Part of grant to Recreation Centre | 144.00 |
| P James re Curry’s | Fridge and cooker for Rec Centre | 299.98 |
| **Online Payments:** |  |  |
| Employment costs: |  | 3,295.06 |
| Total Gas & Power  | Electricity at public toilets | 30.80 |
| Hugh Crane Cleaning | Supplies for Fletcher Room | 60.96 |
| Copy IT | Copying charges | 77.55 |
| Secker & Sons | Service contract re Fletcher Room | 162.00 |
|  “ “ | Call out and reset heating | 66.60 |
| Flameskill | Annual service of extinguishers | 42.12 |
| YMCA | Second member of staff for 13 weeks | 667.00 |
| Brian Bromley  | Blinds at Rec Centre (part of grant) | 2,640.00 |
| Justin Nudd | Work at play area, allotments and cemetery | 450.00 |
| Marcus Satchel | Work at play area, allotments and cemetery | 500.00 |
| **Cheques for payment:** |  |  |
| Mr Allen | Footpath fee | 40.00 |
| Acle Society | Delivery of newsletter | 40.00 |
| Wilkerson’s | Consumables | 30.19 |
| T T Jones Electrical | Repairs of street lights | 257.26 |
| Methodist Church | Meeting room hire | 42.50 |
| Bal c/f 30th January 2017 |  | 221,260.12 |
| Government Stocks |  | 136,446.00 |
| Cambridge B/Soc | Instant access 0.15% | 75,000.00 |
| Lloyds Bank | 12m to Feb 2017 1.05% | 175,000.00 |
| Nationwide B/Soc | 12m to Feb 2017 1.2% | 75,000.00 |
| Total monies |  | 682,706.12 |

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|  | £93,791.32 is held by Mills & Reeve to be used to pay for the crossing on A1064.Two of the savings accounts mature shortly. It was agreed that the money should be reinvested in short-term accounts. |
| 14 | **MATTERS FOR NEXT MEETING*** Beighton Road play area
* Dog bins
* Works to improve drainage at the skatepark
* The purchase of yellow rattle for Roman Wood
* A report from the allotments
* An update on the dementia garden
* 2018 Commemoration of the 100-year anniversary of the end of World War 1
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| 15 | **DATE OF NEXT MEETING – Monday 27th February 2017** |

**At this point it was resolved under the Public Bodies (Admissions to Meetings) Act 1960 to exclude members of the public to discuss items of a confidential nature.**