Acle Parish Council

Meeting Date: Monday, 26th June 2017
Venue: Methodist Church, Bridewell Lane, Acle
Time: 7.30 p.m.

**PUBLIC FORUM:**

There were fifteen members of the public present. Matters raised included:

* a request for a footway along A1064 between Boat Dyke Lane and the A47 roundabout to connect to the BP store
* support for a no cold calling zone
* concerns about the lack of burial space in the village
* Amanda Bayfield, Youth & Community Manager for YMCA, spoke about the success of the Acle Youth Club. The numbers attending have been capped at 28, because of the staffing levels. An additional helper would mean that more children could attend. The Parish Council could apply for a grant from the Broadland Youth Advisory Board (YAB) to help pay for a third helper

**District Councillor Lana Hempsall**: in response to a question as to why BDC’s Overview & Scrutiny Committee and Cabinet had both recently recommended for approval Brundall Parish Council’s request for a Compulsory Purchase Order for recreation land, Lana Hempsall explained that the case was different from Acle’s request because the Brundall landowner wished to sell the land, whether to Brundall Parish Council or to another party, whereas the Acle landowner, Mr Molineux, did not wish to sell.

**County Councillor Brian Iles** gave a report: he is now a director of a new property company at Norfolk County Council, which will include reviewing the housing proposed for the land at Mill Lane/Norwich Road.

**PRESENT:**
Tony Hemmingway – Chairman
Sally Aldridge, Annie Bassham, Angela Bishop, Jackie Clover, Barry Coveley, Roger Jay, Jamie Pizey, Ellen Thompson and Anna Wade. Parish Clerk Pauline James.

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| 1 | **APOLOGIES** David Burnett |
| **2** | **DECLARATIONS OF INTEREST**Jackie Clover and Barry Coveley declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as Trustees. Jackie Clover, Roger Jay and Jamie Pizey declared an interest as allotment holders. |
| **3** | **MINUTES**The minutes of the meeting of 22nd May 2017 were agreed to be correct, and were signed by Tony Hemmingway as Chairman of the Parish Council. |
| **4**4.1 | **MATTERS ARISING**The water leak at the Fletcher Room was repaired. |
| 4.2 | The Acle Cardiac Rehab Support Group has met twice. The Group hopes to use the Community Gym equipment as part of support work. |
| 4.3 | Greater Anglia have removed the covers on the lights on the side of the wall on the northern station footpath which had caused injury.  |
| 4.4 | The order has been placed for the first stage of repairs to the roof of the bowls club and main hall, for £29,960 + VAT, as part of the half-grant, half-loan for the works. |
| 4.5 | The letter from the headteacher at Acle Academy about the current funding of education was circulated to councillors. |
| 4.6 |  The clerk reported that NCC had confirmed that a care provider is actively examining the use of the Herondale site for a care facility. |
| 4.7 | NCC Highways will not permit the installation of bollards in New Road to prevent cars parking on the verges. The planting of shrubs will be carried out in the Autumn. |
| **5**5.1 | **CORRESPONDENCE**The Police website listed 11 reported crimes in Acle in April 2017. |
| 5.2 | The new Good Councillor’s Guide to Finance and Transparency was circulated to councillors. |
| 5.3 | The councillors confirmed their support for the volunteers who look after the Acle Lands Trust land, in light of recent criticism of the maintenance of the land. The councillors appreciated that the work has to be fitted in around paid employment and family commitments. |
| 5.4 | The next East Norfolk Transport Users Association public open meeting will take place on 16th August in Gt Yarmouth. This was noted. |
| **6**6.1 | **PLANNING**i) **Between meetings** the plans were received for **Mr Gower, 23 Mardling Run** – erection of front porch (20170864) – there were no objections to the plans. |
| 6.2 | **Plans considered at the meeting:**1. **Guild Retirement, The Limes –** first floor north-west rear extension (20170848). There were no objections to the plans.
2. **Mrs Rodriguez, Bali Hai, Boat Dyke Lane –** two storey east side extension, replacement single storey west side extension and detached double garage (20170964). There were no objections to the plans.
3. **Mr Storey, North View, The Hill** – two storey side extension and single storey rear extension with balcony (20171023). There were no objections to the plans.
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| 6.2 | **Planning decisions from the Broads Authority:**1. **Electrical Testing, A1064, Fleggburgh** – erection of new storage building (BA/2017/0114/FUL) – full approval.
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| 7 | **HIGHWAYS MATTERS** |
| 7.1 | The price for the preliminary investigation by Norfolk County Council into parking issues in the village was increased to £500. Tony Hemmingway, Sally Aldridge, David Burnett and the clerk met with Chris Alston of NCC to look around the village at the parking situation. Draft drawings have been produced by NCC for discussion and include the addition of H-lines at several junctions. Norfolk County Council will pay for H-lines in front of the dropped kerb at the gallery/tea shop and at the corners of Priory Close, Market Manor and Birtles Way. NCC said that the work on changes to parking restrictions would include a public consultation process and a response to any objections and could cost about £25,000, and take 18 months. The councillors reviewed the draft recommendations and agreed to proceed to the next stage. Full consultation will take place with residents and local businesses. Councillors suggested parking restrictions were needed at the entrance to the BP garage and at the junction of Old Market Close and Market Manor. |
| 7.2 | A draft lease has been received from the Circle Thirty Three Housing Trust to extend the lease for the play area site at Beighton Road. The current lease is for 30 years from May 2001 for £1 pa. The play equipment on the site needs updating or replacing; the Council had asked Circle to consider a longer lease time so as to make it worthwhile for the Council to buy new equipment. The draft replacement lease includes a requirement for monthly inspections by a competent qualified person being not less than a RPII Level 1 Visual Inspector, and quarterly inspections by a competent qualified person being not less than a RPII Level 2 Operational Inspector. This would have financial implications for the Parish Council.  |
| 7.3 | The manufacture of the new hanging baskets was delayed but they should be delivered shortly. |
| 7.4 | Deep ruts in the surface of footpath no:2 at Mill Lane have been reported to Anglian Water and NCC Highways. |
| 7.5 | It was reported that the water level in the ditch at Beighton Road is high and the ditch needs clearing out again. The clerk will contact Circle Anglia/NCC Highways. |
| **8**8.1 | **RECREATION CENTRE**Trustee Barry Coveley gave a report: the repairs to the roof will start shortly. Quotes are being obtained for the replacement of the fascia.  |
| **9** | **PROJECTS** |
| 9.1 | **Springfield Land and Play equipment:** the new play equipment has been installed. The clerk met with the fencing contractor; the bow-topped fencing will be erected shortly around the play equipment and around the flood alleviation lagoon. A temporary fence will be put up in the area by the car park and then the permanent fence erected once the temporary car park is removed by Crocus.Payment terms: the play equipment company demanded payment immediately upon each stage of the construction and full payment upon completion of the works. After discussion with Tony and Barry the clerk paid 90% of the cost, retaining 10% against any problems. Some minor snagging issues were noticed and the company returned promptly to sort these out. The company is now demanding the payment of the outstanding 10%. The order confirmation states payment within 30 days, but the company claims that the prices were discounted for immediate payment. It was agreed to pay 5% within the 30 days and to retain 5% for a further three months. It was also agreed to consider a post-installation inspection by a third party. |
| 9.2 | **Compulsory Purchase Order for Cemetery Land:** MP Keith Simpson forwarded a letter from Gavin Barwell, Minister of State for Housing and Planning, which stated that officials in the Planning Casework Unit are considering the case carefully.Two further residents have recently asked to reserve a grave plot – the clerk suggested that they write to the landowner to express their concerns. |
| 9.3 | **Website**: Anna Wade reported that she had run an accessibility program to check the links on the site. She has contacted the hosting company to obtain details for the further changes needed. |
| 9.4 | **A1064:** Jackie Clover has planted up the new flowerbeds. The councillors thanked Jackie for her hard work. |
| 9.5 | **Youth Club**: After some discussion, it was agreed to fund the two YMCA staff for the next academic year, but also a third person to enable the numbers of young people attending the club to be increased. It was noted that the cost for 2016-17 had been £5,347 for two members of staff. The third person would be needed for fewer hours so would cost a little less. It was agreed to continue to request for local volunteers to assist with the sessions, and to recommend that the fee be increased to £1 per week. The clerk will apply for a grant from the Broadland Youth Advisory Board to assist with the cost. |
| 9.6 | **Allotment Association:** It was reported that a successful work-party event was held recently. Jackie Clover will be producing monthly newsletters for the Association members. It was reported that an allotment holder had sprayed along the boundary with Roman Wood, despite clear instruction from the Allotment Association not to spray anywhere off his own plot. |
| 9.7 | **Purchase of Properties:** The Parish Council’s solicitor is awaiting the results of searches before proceeding with the contracts. |
| 9.8 | **No Cold Calling Zones:** nothing further to report. |
| 9.9 | **Dementia-Friendly Garden at the Methodist Church:** the garden had been much admired by residents at recent events.  |
| 9.10 | **Defibrillator at Acle Bridge:** the landlord at the Acle Bridge Inn had said that he would like to have a defibrillator installed. The clerk was asked to find out prices and options. |
| 9.11 | **Public Toilets:** District CouncillorLana Hempsall had offered to speak to the officers at BDC to support plans for refurbishment. |
| 9.12 | **Old Co-Op Store:**The clerk requested more details of the possible terms of any site for community use at the old store. The Head of Property at East of England Co-Op will arrange a meeting to discuss this further. |
| 10 | **ACLE PRE-SCHOOL**Tim Brown from the Pre-School Committee gave a report; the numbers of children attending the Pre-School are expected to increase as new houses are built in the village, but also because new Government funding of more hours for 3-year old children will increase demand for spaces. It was noted that there is only one registered childminder in the village at present so the Pre-School is very popular. There is an increasing demand for extended childcare hours to assist working parents. After some discussion it was agreed to put back on the agenda the proposal for a modular extension for the Fletcher Room. The clerk was asked to contact Norfolk Property Services again to ask whether the Pre-School could be accommodated on the Herondale site. |
|  | **At this point it was agreed to suspend standing orders to continue the meeting past 10 o’clock** |
| 11 | **FUNDING YOUTH CLUB** – this was discussed under item 9.5. |
| 12 | **BENCH IN ROMAN WOOD**A resident had requested a new bench in Roman Wood. The councillors felt that there were enough benches at present but asked for more information. |

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| **13** | **FINANCE** |
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| **Receipts:** |  |  £ |
| Lloyds | Monthly bank interest on savings account | 71.28 |
| Gilts | Interest | 723.28 |
| Barclays | Quarterly rent | 6,375.00 |
| Upton PC | Share of expenses | 23.38 |
| Strumpshaw PC | Share of expenses | 34.62 |
| Cemetery fees |  | 275.00 |
| **Payments between meetings:** |  |  |
| Sovereign | On account payment for play area | 16,867.78 |
| Sovereign | Balance to 90% of cost | 6,899.79 |
| SWALEC | Electricity for street lights (DD) | 694.19 |
| Veolia | Skip hire (DD) | 177.00 |
| Siemens | Copier hire (DD) | 213.57 |
| **Online Payments:** |  |  |
| Employment costs: |  | 3,306.92 |
| Hugh Crane Cleaning | Supplies for Fletcher Room | 144.23 |
| T T Jones Electrical  | Repairs to street lights | 398.95 |
| Copy IT | Copying | 102.95 |
| Garden Guardian | Grasscutting | 1,303.97 |
| Upton PC | Share of expenses | 55.90 |
| Jackie Clover  | Plants for borders | 221.39 |
| ADM Plumbing | Repair at Fletcher Room | 1,065.31 |
| Acle Rec Centre | Youth club – room hire for May | 120.00 |
| **Cheques for payment:** |  |  |
| Wilkerson’s | Consumables | 19.59 |
| Methodist Church | Meeting room hire | 30.00 |
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| **Balance c/f 26.6.17** |  | 183,619.79 |
| **Balances in Savings:** |  |  |
| Government Stocks |  | 134,683.00 |
| Cambridge B/Soc | Instant access 0.15% | 75,245.18 |
| Lloyds Bank | 32-day notice 0.45 % | 175,246.24 |
| Nationwide B/Soc | 12m to Feb 2017 1.2% | 75,914.32 |
| Total monies |  | 644,708.53 |

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|  | £93,791.32 is held by Mills & Reeve to be used to pay for the crossing on A1064.Annie Bassham had checked the clerk’s bank reconciliation for all funds. The payments were authorised.It was noted that the Financial Services Compensation Scheme limit has increased to £85,000. |
| 14 | **MATTERS FOR NEXT MEETING*** **Allotment agreement renewal**
* **Fletcher Room extension**
* **Defibrillator**
* **Village Christmas party**
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| 15 | **DATE OF NEXT MEETING – Monday 31st July 2017**  |
| 16 | **CO-OPTION OF NEW COUNCILLOR**The councillors were pleased that five people had expressed an interest in being co-opted but only Tom Hiller and Chris Linehan were present at the meeting. After each giving a brief talk about why they were interested in being a councillor, the meeting was closed to the public for consideration and a vote.After some discussion, Chris Linehan was co-opted on to the Council. |

 There being no further business, the meeting was closed at 10.20 pm

 Signed:………………………………. Dated: 31st July 2017
 Chairman