Acle Parish Council

Meeting Date: Monday, 26th February 2018
Venue: Methodist Church, Bridewell Lane, Acle
Time: 7.00 p.m.

**PUBLIC FORUM:**

There were seven members of the public present. Matters raised included questions about possible parking restrictions.

**County Councillor Brian Iles** reported that Norfolk County Council had agreed on an increase to the precept of 5.99%, which includes an increase to the Social Care budget. He confirmed that he had allocated £2,000 of his Highways Fund to the new flashing speed signs at Acle Bridge.

**PRESENT:**
Chairman: Tony Hemmingway
Sally Aldridge, Angela Bishop, David Burnett, Jackie Clover, Barry Coveley, Roger Jay, Chris Linehan and Jamie Pizey. Also, Parish Clerk, Pauline James.

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| 1 | **APOLOGIES** Parish CouncillorsAnnie Bassham, Anna Wade and Ellen Thompson and District Councillor Lana Hempsall. |
| **2** | **DECLARATIONS OF INTEREST**David Burnett, Barry Coveley and Chris Linehan declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as Trustees. Jackie Clover is a trustee of Acle Lands Trust. Jamie Pizey is on the committee for Acle Society. Jackie Clover and Annie Bassham are members of Acle Archive. |
| **3** | **MINUTES**The minutes of the meeting of 29th January 2018 were agreed to be correct, and were signed by Tony Hemmingway as Chairman of the Parish Council. |
| **4** | **MATTERS ARISING** |
| 4.1 | The clerk has written to Travelodge to request that they carry out repairs to the access road at their property. |
| 4.2 | Anna Wade presented Mick Ward with a card from the Parish Council expressing the councillors’ appreciation for his work. There was also a report in The Mercury. |
| 4.3 | Acle Lands Trust and Acle Parish Council sent a joint letter to fourteen properties in Damgate Lane with a shared boundary with the Lands Trust, asking residents to remove any structures or rubbish from the Trust Land. The planning enforcement departments at Broadland District Council and the Broads Authority have also both been informed. |
| 4.4 | Anna Wade contacted Network Rail to ask if they could remove the graffiti on the railway bridge while the line was closed, but they said that, as the graffiti is not deemed to be offensive or obscene, it does not form a priority item for them to address. |
| 4.5 | Anglian Water has asked for a condition to be imposed on the planning application for the houses at Norwich Road for a foul water strategy to be submitted and approved. The planning officer has said that this request is probably not possible within planning rules. |
| 4.6 | The Environment Agency said there will be a formal consultation on the proposal to de-main the Tunstall Dyke later this year. |
| **5** | **CORRESPONDENCE** |
| 5.1 | The Police.uk website listed 15 crimes in December. Residents were reminded about the next Safer Neighbourhood Action Panel (SNAP) meeting on Friday, 16th March at 5.30pm at Acle Library. |
| 5.2 | It was agreed to renew the maintenance contract with Secker & Sons for the air conditioner unit in the Fletcher Room; it includes two full service visits a year with a reduced labour rate for callouts of £39 per hour, for a total of £138.38 for the year. |
| 5.4 | Annie Bassham sent information that a Friends of Acle Library group is starting up. |
| **6** | **PLANNING** |
| 6.1 | **Plans discussed at the meeting:** |
|  | 1. **Ms Flannigan, 11 Orchard Close –** dormer to side to form new bathroom (20180209). The councillors had no objections to the plans.
2. **Mr & Mrs Baker, Pricot, The Street –** conversion of outbuilding to self-contained annexe (20180290) and single storey front extension and two storey rear extension (20180214). The councillors supported the extensions and the general refurbishment of the property but had concerns about the possible use of the outbuilding as a self-contained annexe. They requested that a condition be imposed requiring the outbuilding to be ancillary to the main dwelling. They did not feel that the plot is large enough to cope with the additional car parking which would arise from an additional residential property. They were happy to leave consideration of the highways access to the highways officer.
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| 6.2 | **Planning decisions by Broadland District Council:** |
|  | 1. **Rhino Building & DIY** – single storey side extension to provide additional office accommodation (20172041) – full approval.
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| 7 | **HIGHWAYS MATTERS** |
| 7.1 | The clerk suggested that the village might benefit from the Refill Project, whereby local businesses are encouraged to put up stickers indicating that people can fill up their water bottles at that premises. There was also some discussion as to whether refill point might be installed somewhere in the village. The project aims to reduce plastic waste by assisting the re-use of drinking bottles. |
| 7.2 | Broadland District Council wants to replace the concrete litter bins in the village centre with bins with lids. The councillors were concerned to learn that the number of bins would be reduced. The clerk will discuss this with BDC. |
| 7.3 | Highways England held public meetings to show the current plans for the dualling of the A47 at North Burlingham – the latest drawings show a flyover at White House junction. There are concerns that the tight corners at the junction for the flyover will slow down traffic, especially sugar beet lorries and farm traffic along A47.There are also concerns that if The Windle is closed at a later date, once traffic speeds increase along A47 and it is deemed to be unsafe, this would result in all Upton traffic and the traffic to poultry farms and Hugh Crane Ltd going through Acle. It was agreed to write to Highways England to propose a link road between The Windle and the new flyover. |
| 7.5 | Anna Wade has arranged a litter pick around the village. |
| 7.6 | A resident reported regular run-off from Rhino’s in Reedham Road, when their sand is delivered. This then causes ice on the road or large puddles on the road. This has been reported to NCC Highways. Tony Hemmingway has recommended some adjustments to the storage of the sand. |
| 7.7 | It was reported that the silt from clearing the underpass in Reedham Road has yet again been dumped by the side of the road, likely to drain back into the highways. |
| 7.8 | It was reported that there is an increase in litter along the A47.  |
| **8**8.1 | **RECREATION CENTRE**Barry Brooks gave a report; new LED lighting has been installed which will result in large savings on energy costs. The application will be submitted shortly for the change of use of land for 30 more parking spaces. Improvements to the pitches has resulted in profitable bookings from teams in higher leagues. |
| 8.2 | The AGM is on 27th March. It was agreed to re-appoint the same nine trustees: David Burnett, Barry Coveley, Barry Brooks, Dennis Fisher, Diane Fisher, Ken Gale, Tom Hiller, John Pryce and Shane Tovell. |
| **9** | **ACLE LANDS TRUST** |
| 9.1 | It was agreed to re-appoint five trustees: Jackie Clover, Adam Fisher, Dennis Fisher, Ken Gale and Nigel Robson to Acle Lands Trust. |
| **10** | **PROJECTS** |
| 10.1 | **Springfield Land and Play equipment:** The Pillbox is on land which has been transferred to Saffron Housing and will be managed by them. A programme of work has been agreed with Broadland District Council and railings would be put round it. This will be considered again at the next site meeting.The clerk advised that a further Deed had been signed releasing the legal charge over a property sold. This was noted. |
| 10.2 | **Compulsory Purchase Order for Cemetery Land:**  There has been no correspondence from the Government about the land for a cemetery. It has been 23 months since the request was submitted to them. The clerk reported that there are about 12 burial spaces left in the current cemetery. |
| 10.3 | **Website**: Anna Wade is busy updating the business directory on the VisitAcle website. |
| 10.4 | **Parking Restrictions:**The revised plans show:The Street by Crossway Terrace – double yellow lines along west side to support parking bays for 7 cars on the east side, restricted to “2 hours, Mon-Fri, 9am to 4pm”. Double yellow lines at junction with Bridewell Lane and South Walsham Road.Old Road – double yellow lines on north side, as far as Carters, to support parking bays for 5 cars, restricted to **“**2 hours, Mon-Fri, 9am to 4pm”.Mill Lane – double yellow lines at junction with Glebe Road and Mill Crescent. Section of Mill Lane near to The Street single yellow lines restricted to “2 hours, Mon-Fri, 9am to 4pm”.Birtles Way – double yellow lines at junction with The Street.Reedham Road – double yellow lines.Market Manor – double yellow lines at junction with Reedham Road.New Road – double yellow lines at junction with Springfield, New Close, Broadland Way and turning for the BP Garage/Starbucks/Travelodge. Double yellow lines along entire north side. Parking unrestricted on south side east of Broadland Way.Priory Close – restricted to “2 hours, Mon-Fri, 9am to 4pm”.Norfolk County Council will now consult bus operators and emergency services on these proposals and the councillors will then present the proposals at the Annual Parish Meeting in April and summarise the plans in the next Community Newsletter. |
| 10.5 | **Youth Club**: Anna Wade has suggested that the First Responders attend a session to talk to the young people. |
| 10.6 | **No Cold Calling Zones:**Zones will be set up in **Glebe Road, Peter Avenue** and **St Edmunds Road and New Road, New Close, Broadland Way and Elm** **Close.****Englands Road** estate – 26 more yes responses are needed to proceed. |
| 10.7 | **Defibrillator:** Acle First Responder Claire Sayerhas taken over the checking of the Acle defibrillators. She will arrange a training session on their use shortly. |
| 10.8 | **Portacabin for Archive, Pre-school and Acle Society papers:**Storage is needed for 30 – 40 boxes or Archive papers and for the records from Acle Society. There was some discussion about possible solutions:* sites for a storage container – Barclays Bank site,
* renting room at Herondale
* renting room at the former Co-Op store
* renting a formal storage unit
 |
| 10.9 | **Public Toilets:**Nothing further to report. |
| 10.10 | **WW1 Centenary 2018:** There is currently £500 in the budget for 18/19. There was a request for this amount to be increased. This will be put on the agenda for the next meeting. |
| 10.11 | **A1064**Work continues towards the funding of two flashing SLOW DOWN signs for Acle Bridge. |
| 10.12 | **Planter on Village Green:**Jackie Clover offered to try to find someone to make a new planter. |
| 10.13 | **Resilience:**Angela Bishop reported that the group has held a couple of meetings, including one with Broadland District Council. |
| 11 | **HERONDALE**Tony Hemmingway and the clerk reported on a site meeting with Sara Cameron, property surveyor from Norfolk County Council. Ms Cameron gave the impression that NCC was considering putting the site up for sale so Tony asked her to consider the Parish Council taking over the building for various community uses, as well as using the outside land for an extension to the play area and for additional car parking.It was agreed to obtain a valuation of the site in its current condition.The clerk was asked to clarify with NCC what their plans were for the site. |

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| **12** | **FINANCE** |
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| **Receipts:** |  |  £ |
| Cambridge B/Soc | Interest on savings account | 63.91 |
| Various | Burial/memorial fees | 615.00 |
| Rental on flat 42 | One month in advance | 795.00 |
| Rental on flat 44 | One month in advance | 600.00 |
| Broadland DC | Refund of rates on flat 44 | 53.32 |
| Cash | Sale of calendars | 200.00 |
| **Payments between meetings:** |  |  |
| SWALEC | Electricity for street lights (DD) | 763.49 |
| Anglian Water | Water at cemetery (DD) | 20.64 |
| Anglian Water | Water at public toilets (DD) | 968.76 |
| British Gas | Re flat 44 | 13.34 |
| Came & Co | Insurance re rentals | 41.09 |
| Jackie Clover | Reimbursement plants for A1064 | 244.61 |
| **Online payments:** |  |  |
| Employment costs: |  | 3,633.98 |
| Acle Rec Centre | Youth club room hire  | 96.00 |
| Hugh Crane Cleaning | Supplies | 204.48 |
| Flameskill | Fletcher Room inspection | 42.12 |
| Justin Nudd | Hedgecutting at Cemetery | 285.00 |
| Marcus Satchel | Hedgecutting at Cemetery | 100.00 |
| T T Jones | Repairs to streetlights | 1,057.97 |
| Realise Futures | Bench for Mill Lane | 504.00 |
| SLCC | Conference fee | 300.00 |
| **Cheques for payment:** |  |  |
| Barratt & Cooke | Annual fee re gilts | 90.00 |
| Wilkersons | Supplies | 60.36 |
| Methodist Church | Room hire | 30.00 |
| **Balance c/f 26.02.18** |  | 71,016.88 |
| **Balances in Savings:** |  |  |
| Government Stocks |  | 132,420.00 |
| Cambridge B/Soc | Instant access 0.15% | 1,309.09 |
| Lloyds Bank | 32-day notice 0.57 % | 100,560.60 |
| Nationwide B/Soc |  | 414.32 |
| Total monies |  | 305,720.89 |

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|  | £93,791.32 is held by Mills & Reeve to be used to pay for the crossing on A1064. Outstanding commitments: Parking amendments £20,000 + VAT.It was noted that Jackie Clover had checked the January online payments to the bank statements.The payments were authorised. A report of Actual v Budget Income and Expenditure for the 11 months to 26th February was presented and accepted. |
| **13** | **STAFF APPRAISALS**It was noted that staff appraisals had been completed.It was agreed to pay the clerk for an additional 4 hours per year to carry out inspections of council assets, as well as any overtime for the management of the flats. |
| **14** | **FINANCIAL POLICIES**The Financial Regulations, Review of Internal Controls, Review of Internal Audit, Responsibilities of the Responsible Financial Officer and Financial Risk Assessment were reviewed and adopted. It was agreed to re-appoint John Gallop as internal auditor. |
| **15** | **MATTERS FOR NEXT MEETING*** **Funding for WW1 Commemorative Event**
* **Generator point**
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| **16** | **DATE OF NEXT MEETING –The next meeting is Monday 26th March 2018 at 7.00pm.** |

There being no further business, the meeting was closed at 9.10 pm

 Signed:………………………………. Dated: 26th March 2018
 Chairman