Acle Parish Council

Meeting Date: Monday, 30th April 2018  
Venue: Methodist Church, Bridewell Lane, Acle  
Time: 7.00 p.m.

**PUBLIC FORUM:**

There were eight members of the public present. Matters raised included blocked highways drains and potholes in various locations.

**County Councillor Brian Iles gave a report:** he offered £2,000 from his Highways budget towards work to support the economy of Acle. He repeated that the Herondale site is still being considered for adult social care use. There is no further information on the outline planning application for the site at Mill Lane/Norwich Road.  
  
**PRESENT:**   
Chairman: Tony Hemmingway  
Sally Aldridge, Annie Bassham, Angela Bishop, David Burnett, Jackie Clover, Barry Coveley, Jamie Pizey, Ellen Thompson and Anna Wade. Also Parish Clerk, Pauline James.

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| 1 | **APOLOGIES** Chris Linehan and Roger Jay |
| **2** | **DECLARATIONS OF INTEREST** David Burnett and Barry Coveley declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as Trustees. Jamie Pizey is on the committee for Acle Society. Jackie Clover, Angela Bishop and Annie Bassham are members of Acle Archive. David Burnett declared an interest as a user of the gym equipment. Anna Wade was receiving a payment. |
| **3** | **MINUTES** The minutes of the meeting of 26th March 2018 were agreed to be correct, and were signed by Tony Hemmingway as Chairman of the Parish Council. |
| **4** | **MATTERS ARISING** |
| 4.1 | Re the proposed dualling of the A47 at North Burlingham: the clerk was contacted by the landowner of the land which would be used for Nicholas Crane’s proposal to link The Windle to the proposed flyover at B1140. The owner was unhappy that the land had been put forward without consultation. |
| 4.2 | The councillors thanked Anna Wade for purchasing and planting a replacement tree on the grass verge at New Close. |
| **5** | **CORRESPONDENCE** |
| 5.1 | Acle Community Gym sent a request for funding. It was agreed to ask for the group’s latest accounts and for more information on other possible funding. |
| 5.2 | BDC had sent a renewal of the agreement for the management of the public toilets. The clerk will find out more about the capital costs.  It was noted that there had been some more vandalism at the toilets. This was reported to the Police. |
| 5.3 | The Police.uk website listed 10 crimes in February. |
| 5.4 | Highways England said that they had concerns about the safety of planting and management of Acle roundabout. The clerk will find out if the Parish Council could pay for additional cuts. |
| 5.5 | BDC has offered to run some training on planning. |
| **6** | **PLANNING** |
| 6.1 | **Plans discussed at the meeting:** None. |
| 6.2 | **Decisions made by BDC:**   1. **11 Orchard Close** – dormer to side to form new bathroom (20180209) – full approval 2. **The Chantry, Pyebush Lane** – single storey front extension, two storey rear extension (20180276) – full approval 3. **Pricot, The Street** – conversion of outbuilding to self-contained annexe (20180290) – full approval. (The annexe must be incidental to the use of the main dwelling house.) 4. **Gaverne House, New Road** – sub-division of plot and erection of attached new dwelling (20180327) – full approval 5. **49a Damgate Lane** – revised design (20180337) – full approval |
| 7 | **HIGHWAYS MATTERS** |
| 7.1 | All sites which flooded during the recent heavy rain have been reported to NCC Highways or Highways England as appropriate. |
| 7.2 | It was noted that the BDC road sweeper had been seen cleaning the village roads recently. It was felt that less frequent sweeping resulted in more silt ending up in the drains. |
| 7.3 |  |
| **8** 8.1 | **RECREATION CENTRE** Barry Brooks gave a report; the Trustees are going to write to the police about the perceived lack of action on recent vandalism. The cost of repairing the vandalised fencing will be about £3,000.  They are looking to install a generator point for use in an emergency situation. |
| **9** | **PROJECTS** |
| 9.1 | **Springfield Land and Play equipment:**  Crocus Housing is to give the Parish Council £100,000 as an advance on the overage monies. |
| 9.2 | **Compulsory Purchase Order for Cemetery Land:**   The clerk was asked to write to the new Secretary of State. |
| 9.3 | **Website**:  Nothing to report. |
| 9.4 | **Parking Restrictions:** The latest draft plans for restrictions in the village centre were presented at the Annual Parish Meeting on 23rd April. Some residents expressed concerns that parking restricted to 2 hours between 9am and 4pm would make parking difficult for them and their families. Parking permits will be considered.  BDC has sent details of the Norfolk Parking Partnership and the Civil Parking Enforcement arrangements, which are to be reviewed. It is not clear if any assistance will be given to Acle with the parking issues. |
| 9.5 | **Youth Club**: The clerk was asked to write again to the treasurer of the former youth club to ask for any outstanding monies to be returned. |
| 9.6 | **No Cold Calling Zones:** NCC has put up signage for Peter Avenue/ Glebe Road/ St Edmunds Road and for New Road/ New Close/ Broadland Way. Information packs will be delivered to those properties.  Voting packs have been sent to those properties in the Englands Road estate who have not yet responded. |
| 9.7 | **Defibrillator:** No further information. |
| 9.8 | **Portacabin for Archive, Pre-school and Acle Society papers:** It was reported that the Norfolk Record Office had said that there is a possibility of some funding to help local archive groups, and with cataloguing. |
| 9.9 | **Refill Scheme:** The councillors repeated their support for the scheme which encourages local businesses to provide facilities for people to refill their plastic bottles. The clerk was asked to contact the East of England Co-Op to see if they would join the scheme. |
| 9.10 | **WW1 Centenary 2018:** Angela Bishop reported on a committee meeting. The commemorative event will include an art exhibition, displays and poetry. They are also working with the Recreation Centre to plant a memorial garden on the north side of the main building. |
| 9.11 | **Resilience:** Angela Bishop gave an update. |
| 9.12 | **Herondale:** The clerk was asked to write to NCC again to ask for an update. |
| 9.13 | **Acle Regatta:** This takes place on 19th/20th May. The risk assessment has been completed. |
| 10 | **GENERAL DATA PROTECTION REGULATION** The following documents were adopted:Personal Data Audit Questionnaire  Register of Data Types  Data Protection Officer Subject Access Requests Policy  Privacy Policy Privacy Policy for Employees (including councillors) Consent Form  There was some discussion about which working parties were covered by the Parish Council’s policies. |
| **11** | **INVESTMENT POLICY** The Policy was considered and re-adopted. |

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| **12** | **FINANCE** | |
|  | |  |  |  | | --- | --- | --- | | **Receipts:** |  | £ | | Lloyds Bank | Interest on savings account – 1 month | 53.43 | | Nationwide | Annual interest | 23.92 | | Rental on flat 42 | One month in advance | 795.00 | | Rental on flat 44 | One month in advance | 600.00 | | Upton PC | Reimbursement of costs | 44.16 | | Strumpshaw PC | Reimbursement of costs | 67.28 | | Mills & Reeve | Reimbursement of monies held re A1064 | 71,560.68 | | BDC | First half precept | 51,105.00 | | BDC | CIL payment | 178.30 | | Cash | Sale of calendars | 3.00 | | **Payments between meetings:** |  |  | | SWALEC | Electricity for street lights (DD) | 668.35 | | Anglian Water | Water at cemetery (DD) | 14.56 | | Anglian Water | Water at public toilets (DD) | 678.22 | | Andrew Dixon | Plumbing works at flats | 62.18 | | Big Print Media | Delivery of newsletter | 339.60 | | S Clover | Replacement planter at memorial | 330.00 | | R Dugdale | Plants for baskets | 630.00 | | **Online payments:** |  |  | | Employment costs: |  | 4,529.41 | | Acle Rec Centre | Youth club room hire | 96.00 | | Acle Rec Centre | Reimbursement of planning fees | 234.00 | | Rhino | Supplies | 68.86 | | George Taylor | Fixing seats | 125.00 | | Hugh Crane Ltd | Supplies | 24.32 | | Nfk Association | Annual subscription | 468.02 | | Garden Guardian | Grasscutting | 1,435.37 | | Copy IT | Copying | 552.60 | | YMCA | Youth club staff to 31.8.18 | 3,866.50 | | Broads Drainage Board | Drainage rates | 44.15 | | BDC | Premises Licence | 70.00 | | Anna Wade | Purchase of tree | 39.99 | | **Cheques for payment:** |  |  | | Wendy Butler | Holiday cover for cleaning | 256.75 | | Wilkersons | Supplies | 22.16 | | Community Action | Subscription | 20.00 | | Methodist Church | Room hire | 70.00 | | **Balance c/f 30.04.18** |  | 176,831.06 | | **Balances in Savings:** |  |  | | Government Stocks |  | 131,933.00 | | Cambridge B/Soc | Instant access 0.15% | 1,309.09 | | Lloyds Bank | 32-day notice 0.57 % | 100,705.53 | | Nationwide B/Soc |  | 438.24 | | Total monies |  | 411,216.92 | | |
|  | Expected income: £311,770 is expected as overage monies from properties sold on Springfield land.  Outstanding commitments:  Parking amendments £20,000 + VAT Additional car park provision £35,000 - £40,000 + VAT  It was noted that the National Living Wage is £7.83 from 1st April and it was confirmed that all wages were paid above this level.  It was noted that Annie Bassham had checked the March online payments to the bank statements.  The payments were authorised.  The draft Accounts for the year ended 31st March 2018 are with the internal auditor at present and will be on the agenda for approval at the next meeting. |
| **13** | **MATTERS FOR NEXT MEETING**   * **Annual Return and Accounts** |
| **14** | **DATE OF NEXT MEETING –The next meeting is Monday 21st May 2018 at 7.00pm.** |

There being no further business, the meeting was closed at 8.55pm.

Signed:………………………………. Dated: 21st May 2018  
 Chairman