Acle Parish Council

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

**PUBLIC FORUM:**

There were six members of the public present. Matters raised included flooding on the A47 westbound sliproad, broken fingerposts, various suggestions for where to store the archive materials and a request for parking restrictions on the visibility splay for Hermitage Close.

**County Councillor Brian Iles** gave a report: the future of the Herondale building will be considered at a Norfolk County Council committee meeting in October. The plans to build houses on the Norwich Road site have been delayed by attempts to find a partner for the scheme.

**District Councillor Lana Hempsall** gave a report: the Broad Authority’s preferred option for the proposed building at Acle Bridge is the one by Fielden & Mawson which was supported by the Parish Council. The Authority will now consider the business case for the scheme. Use of the land at Hillside Farm, previously allocated for mixed-use development, is to be considered again by Broadland District Council.

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

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| **1** | **APOLOGIES** None |
| **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. Angela Bishop, Annie Bassham and Jackie Clover are members of the Acle Archive Group and Jamie Pizey is on the committee of Acle Society. Tony Hemmingway had an interest in a payment. Angela Bishop, Jackie Clover, Sally Aldridge and Annie Bassham are members of Acle Good Neighbours. |
| **3** | **MINUTES**The minutes of the meeting of 25th June 2018 were agreed to be correct, and were signed by Tony Hemmingway as Chairman of the Parish Council. |
| **4** | **MATTERS ARISING** |
| 4.1 | The owner of land at The Hill said that the land is not for sale at the present time. |
| 4.2 | A letter of thanks was read out from Acle Community Gym for the recent donation of £1,000. |
| 4.3 | The Broads Authority voted to keep the requirement to apply for permission for travelling shows and camping in the Halvergate area.  |
| 4.4 | It was confirmed that the S106 agreement for the Leffins Lane site already sets out the requirement for affordable housing; up to one third of the affordable rented units will be let to local families under the Local Lettings Policy, but for the first let only.It is understood that the outstanding part of the site will be discussed at the BDC Cabinet meeting on 31st July – no details were available as the papers were all marked confidential. Cllr Frank O’Neill alerted the clerk to the forthcoming meeting so she sent an email to the planning department to confirm that the Parish Council understands that there is no requirement for light industrial use at present, and believes that such use is inappropriate, given the proposed layout for housing on the main part of the site. The clerk reported that the Parish Council supports the construction of residential dwellings, perhaps self-build plots, possibly with a small number of office premises, with some open space. |
| 4.5 | Broads Authority Chief Executive John Packman thanked the Parish Council for its comments on the proposals for a new building at Acle Bridge. |
| 4.6 | Highways England carried out cutting to the grass on the A47 roundabout, the verges and the central reservation.Highways England also responded to the Parish Council’s ongoing concerns about the likely impact on the village should The Windle be closed once the A47 is dualled and traffic speeds increase; as The Windle is currently outside the remit of the dualling, Highways England will only consider The Windle if “significant detrimental effects” are found when looking at the impact of the scheme on the locality. They also confirmed that their modelling did take into account up to 600 HGVs per day during the sugar beet season.Tony Hemmingway and the clerk will attend a further meeting with Highways England on 9th August. |
| 4.7 | Concerning the development off Norwich Road, BDC has said that they will consider the impact of the development on the premises in Mill Lane at the full planning application stage. |
| 4.8 | The YMCA had appointed two people to work in the village as Acle Peacemakers, starting 4th August. |
| **5** | **CORRESPONDENCE** |
| 5.1 | The Police.uk website listed 17 crimes recorded in Acle in May. |
| 5.2 | South Norfolk and Broadland Councils have agreed to collaborate as a partnership. |
| 5.3 | The clerk has received several reports about litter at the Springfield play area. Residents are clearing up the litter and the Parish Council’s cleaner also visits the site frequently. It was agreed to monitor the situation but it was not felt that a second litter bin was required at present.The clerk was asked to write to Starbucks for assistance as most of the litter is cups from Starbucks. |
| 5.4 | Better Broadband for Norfolk will be installing a new cabinet on the verge at Hall Cottages on The Windle. |
| 5.5 | The clerk will reply to a Freedom of Information request about the streetlighting contract. |
| **6** | **PLANNING** |
| 6.1 | Additional land had been put forward by landowners for consideration for development, under the latest Call for Sites as part of the Greater Norwich Local Plan: Land west of Acle Academy and Land between Leffins Lane and Jolly’s Lane. This is for information only at this stage. Consultation will take place later this year.Local landowner Nicholas Crane had suggested that the land west of Acle Academy should be used for a by-pass for the village, linking South Walsham Road to Norwich Road, before the housing is agreed for the land off Norwich Road. The clerk was asked to contact Norfolk County Council to support this suggestion. |
| 6.2 | **Decisions made by Broadland District Council:**1. **Acle with Fishley PCC** – infilling existing boiler chamber and construction of new boiler cupboard (20180858) – full approval.
2. **Mr Howarth & Ms Johns, 9 Crossway Terrace** – conversion of first floor of existing domestic outbuilding to self-contained annexe with external stairs and privacy panels (20180923) – full approval.
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| 6.3 | It was noted that a retrospective planning application will be submitted shortly for the new garage which has been constructed at 18 Hermitage Close. |
| **7**7.1 | **RECREATION CENTRE**Barry Brooks gave a report; the work on the new car park spaces starts shortly. BDC have awarded a grant of £500 for the WW1 commemorative event in November. It has reluctantly been decided to close the all-weather pitch to the public because of repeated vandalism. Some repairs to the bank at the skatepark will be required soon – the Parish Council pays for these. |
| **8** | **ILLEGAL DRUG TAKING AND ANTI-SOCIAL BEHAVIOUR**The councillors discussed recent events; there has been evidence of illegal drug-taking, vandalism and littering. There were various suggestions: to put in CCTV, to employ a security person, to visit the schools to talk to the children and to encourage Special Constables to work in the village. The clerk was asked to write to MP Keith Simpson to express concern about the loss of the PCSOs in the village and the resulting shortage of police in the area. |
| **9** | **PROJECTS** |
| 9.1 | **Public toilets refurbishment:**The clerk explained to Broadland District Council that the Parish Council was unsure of the benefits of taking on full responsibility for the public toilets, especially given the fact that the landlord will only offer a 5 year lease.BDC will now continue with plans for the refurbishment but would appreciate a financial contribution from the Parish Council. This was noted. |
| 9.2 | **WW1 Commemorative event:**Plans are going well. More residents have volunteered to help at the events. |
| 9.3 | **Storage for Archive materials:**There wasfurther discussion of possible storage facilities. |
| 9.4 | **Herondale:**After some discussion it was agreed to get a valuation of the site and then to make an offer to Norfolk County Council. (Details of the proposed offer are in a confidential note.) |
| 9.5 | **Parking Restrictions in village centre:**Tony Hemmingway and the clerk met with the NCC officer who is working on the plans. BDC requested further information on the reasons for the restrictions. NCC will provide a report into the rationale for the proposals. It is planned that NCC will consult with residents in the early Autumn. |
| 9.6 | **Highways:**It was agreed to refurbish the bench on the A47 westbound sliproad but to leave the bus shelter for now. |
| **10** | **LAND FOR A CEMETERY**The clerk wrote, as requested, to the owners/agents of the land to the south and west of the village.The land behind Fishley View is owned by the Crane family. They have expressed an interest in selling some land (1.5 acres) to Acle Parish Council as part of their putting forward the land for development. Norwich Diocese owns the land adjacent to the Crane land and has also put their land forward for development. Access to the land for a new cemetery could be along the track at the top of Pyebush Lane.Nicholas Crane has requested that the Parish Council commissions a report into the suitability of the land for burials so that this could be submitted as part of the process for the allocation of sites. He said that test pits may be dug on the land to ascertain the depth of the water table.Norwich Diocese said that Acle Parish Council’s request for land for a cemetery would be considered at their meeting in September.Norfolk Property Services will consider Acle Parish Council’s request shortly for land west of the village, along from the top of Mill Lane.Another agent has been in touch to express an interest in providing land for a cemetery as part of a housing allocation. Tony Hemmingway and the clerk are meeting this agent on 1st August.It was therefore agreed to pay for a report into suitable sites by Cemetery Development Services Ltd., who have worked with the Council before. The quote was £1,500. This was accepted. |
| **11** | **TRANSFER OF FUNDS HELD FOR ACLE GOOD NEIGHBOURS**A grant of £1,000 was given to Acle Good Neighbours by the Paul Bassham Trust in November 2015. It was paid to Acle Parish Council for administrative reasons, because Acle Good Neighbours is not a registered charity. Various purchases for the dementia-friendly garden have been offset against this grant but £404.49 remains. It was agreed to pay this grant over to Acle Good Neighbours. |
| **12** | **GENERAL DATA PROTECTION REGULATION**The Government has now confirmed that parish councils are not required to have a Data Protection Officer. It was therefore decided that the clerk would no longer be the DPO. |
| **13** | **FINANCE** |
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| **Receipts:** |  |  £ |
| HMRC | VAT refund | 5,785.59 |
| Lloyds Bank | Interest on savings account – 1 month | 6.66 |
| Upton PC | Reimbursement of costs | 28.52 |
| Beighton PC | Reimbursement of costs | 29.92 |
| Various | Burial and memorial fees | 1,265.00 |
| 42 The Street | Rent for one month | 795.00 |
| 44 The Street | Rent for one month | 600.00 |
| **Payments between meetings:** |  |  |
| Acle Community Gym | Donation | 1,000.00 |
| SWALEC | Electricity for street lights (DD)  | 739.24 |
| Upton PC | Reimbursement burial fee | 35.00 |
| Anglian Water | Water at public toilets | 889.04 |
| Anglian Water | Water at cemetery | 15.77 |
| Anglian Water | Water at allotments | 24.71 |
| **Online payments:** |  |  |
| Employment costs: |  | 4,014.29 |
| Acle Rec Centre | Youth club room hire x 4 weeks | 96.00 |
| Acle Rec Centre | Repairs to fire alarm | 125.99 |
| Hugh Crane Ltd | Supplies | 48.08 |
| Garden Guardian | Grasscutting | 1,435.37 |
| T T Jones | Streetlight repairs | 41.36 |
| BDC | Rates at no:42 | 6.49 |
| Tony Hemmingway | Watering baskets | 57.00 |
| Plumbright | Repairs at toilets | 775.00 |
| YMCA | 8 weeks of youth workers | 1,154.00 |
| Property Shop | Letting fee | 159.00 |
| **Cheques for payment:** |  |  |
| Acle Society | Delivery of newsletter | 40.00 |
| Wilkersons | Supplies | 25.25 |
| Wendy Butler | Holiday cover for cleaning toilets | 49.38 |
| Methodist Church | Room hire | 50.00 |
| **Balance c/f 30.07.18** |  | 173,757.40 |
| **Balances in Savings:** |  |  |
| Government Stocks |  | 130,934.00 |
| Cambridge B/Soc | Instant access 0.15% | 1,309.09 |
| Lloyds Bank | 32-day notice 0.57 % | 100,794.68 |
| Nationwide B/Soc |  | 438.24 |
| Total monies |  | 407,233.41 |

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|  | Expected capital income:£311,770 is expected as overage monies from properties sold on Springfield land.Outstanding commitments: Parking amendments £20,000 + VATAdditional car park provision £35,000 - £40,000 + VATThe monies include reserves for repairs and renewals totalling £186,832.It was noted that Annie Bassham had checked the June online payments to the bank statements. Actual v Budget figures were noted.The payments were authorised. Payments made in August will be reported at the September meeting. |
| **14** | **MATTERS FOR NEXT MEETING*** **Visit from Acle Academy – Gerry Batty will talk about plans for the Academy and the Wensum Trust**
* **Christmas lights**
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| **15** | **DATE OF NEXT MEETING –The next meeting is Monday 24th September 2018 at 7.00pm. No meeting is planned for August.** |