Acle Parish Council

Meeting Date: Monday, 28th January 2019
Venue: Parish Room, Norwich Road, Acle
Time: 7.00 p.m.

**PUBLIC FORUM:**

There were eighteen members of the public present. Matters raised included future use of the Herondale site, (access road, parking, overlooking neighbouring properties), hedging at Springfield site, sale of land at Springfield and speeding.

**County Councillor Brian Iles** gave a report: he has £6,000 to spend on highways schemes within his area, and would prefer schemes that sort out drainage issues.

**District Councillor Lana Hempsall** commented on the draft plans for the Herondale site and offered to meet with residents about the replanting at the Springfield site.

**PRESENT:**
Chairman: Tony Hemmingway
Councillors: Sally Aldridge, Annie Bassham, Angela Bishop, David Burnett, Jackie Clover, Barry Coveley and Anna Wade. Also Parish Clerk, Pauline James.

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| **1** | **APOLOGIES** Roger Jay and Jamie Pizey. |
| **2** | **DECLARATIONS OF INTEREST**Barry Coveley and David Burnett declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as Trustees. Annie Bassham, Angela Bishop and Jackie Clover are members of Acle Archive Group. Angela also reported that she does occasional work for Norse Care. |
| **3** | **MINUTES**The minutes of the meeting of 17th December 2018 were agreed to be correct, and were signed by Tony Hemmingway as Chairman of the Parish Council. |
| **4** | **MATTERS ARISING** |
| 4.1 | Some of the councillors and the clerk met with Crocus Contractors to look round the final phase of the Springfield development. Overage of £370,698.69 has been received from Crocus, payable on those homes which have been sold at a higher price than that which was originally projected. |
| 4.2 | Barry Coveley had offered to collect the World War One Tommy statue, donated by Broadland District Council, and to be erected in the Recreation Centre. |
| 4.4 | Norfolk County Council has arranged for temporary flood warning notices to be erected either side of the underpass on Reedham Road. The pipework can only be cleared once the covers to the pumps have been opened by a pump specialist. Work is scheduled to take place w/c 25th February. |
| 4.5 | BDC has nominated the four assets put forward by the Parish Council for re-listing as assets of Community Value; Herondale, Acle Signal Box, Acle Library and Acle Public Toilets. The owners have 8 weeks to object to the listing. |
| 4.6 | NCC has announced that Acle Children’s Centre is to remain open, following the recent consultation on the service, as part of a network of 15 bases offering outreach support across the county and delivering Early Childhood and Family Services for families living nearby. |
| 4.7 | Mills & Reeve have written a Deed of Variation to reflect the agreed changes to the overage payments for the remaining houses at the Springfield site. This will be signed by Tony Hemmingway and Barry Coveley on behalf of the Parish Council. |
| **5** | **CORRESPONDENCE** |
| 5.1 | Acle Community Gym requested a further grant to help with costs as they are struggling to break even. It was noted that the Parish Council had given a grant of £1000 in June 2018. The Council supported the Gym in principle, but it was agreed to request further information from the Gym; whether they have a constitution, a copy of their most recent accounts and any additional information. It was also agreed to invite members of the Gym Committee to attend the next Council meeting. |
| 5.2 | Acle Community Archive Group wrote to say they were very pleased to hear of the space being created at the Recreation Centre for the archive materials. They have asked for a donation to pay towards a new laptop, printer/scanner and a laminator, costing an estimated £600 - £750. It was agreed to give a grant of up to £1,000 towards the equipment. |
| 5.3 | The Police.uk website listed 16 crimes recorded in Acle in November. Sadly, there have been four burglaries in the village in the last month. The Police have stepped up patrols, some in unmarked cars, and urged residents to ensure that they leave lights on in their homes when they go out to make the house appear occupied.The police also reported a dog napping at the Recreation Centre on 17th January, which is being investigated. |
| 5.3 | The Broads Authority Local Plan (proposed changes) has been published for consultation. It includes an allocation for an extension to the cemetery and to the playing fields for Acle. A copy is available at Acle Library. |
| 5.4 | The clerk has received a complaint about loud music being played at the Hermitage, after midnight. BDC has contacted the owner to remind him that live music can only be played between 8am and 11pm under their alcohol licence. They do not hold am entertainment licence. |
| 5.5 | The BDC Tree Warden scheme has ceased. Tree wardens in the district have set up their own independent Broadland Tree Warden Network. The clerk will ask Ian Nicholls if he is interested in being the Acle tree warden again. |
| 5.6 | BDC sent notice of the Make Music Day, a celebration of music that takes place around the world on 21st June and is open to anyone who wants to take part. This was noted. |
| **6** | **PLANNING** |
| 6.1 | **Plans considered at the meeting:**1. **Land adj. 27 Mill Lane** – bungalow (outline) (20190011). There were no objections to the plans.
2. **44 Old Road** – replacement of existing flat roof over garage with pitched roof including room in roof, extension of existing raised steps/patio to rear, detached car port to front garden (20190078). There were no objections to the plans.
3. **38 Englands Road** – two storey side extension (revised proposal) (20190093). (Jackie Clover declared an interest as a friend of the applicant.) The councillors objected to the application as they felt it was an over-development of the site and would result in overlooking of adjacent properties. There were also concerns that the extension might be used as a separate annexe in the future.
4. **Hi-Grade House** – variation of condition 2 on PP20170275 (20181980). There were no objections to the plans.
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| 6.2 | **Planning results from Broadland District Council:**1. **3 – 4 Calthorpe Cottages, The Green** – replacement timber windows and doors (20181795) – listed building approval.
2. **Bure Cottage, Boat Dyke Lane** – replacement of glazed entrance porch/walkway and erection of conservatory (20182003) – full approval.
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| 6.3 | **Applications received between meetings:**1. **31 South Walsham Road** – demolition of existing conservatory and erection of single storey extension (20182060). The councillors had no objections to the plans.
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| **7** | **HIGHWAYS** |
| 7.1 | A light was reported for repair and a grit bin for refilling. |
| 7.2 | There were concerns that contractors’ vans were being parked on the verge in South Walsham Road and were churning up the grass. |
| **8**8.1 | **RECREATION CENTRE**Trustee Barry Brooks gave a report: the Archive Loft should be completed shortly. The Trustees will give the Parish Council a licence to occupy for 10 years. A half-marathon will be held in the area in June, with the Recreation Centre being used as a base for the event. |
| **8.2** | **Memorial Garden**A project was discussed to construct a terrace and WW1 Memorial Garden to the north of the Recreation Centre, possibly with a glass-roofed veranda. After some discussion it was agreed to consider this again at the next meeting. |
| **9** | **HERONDALE SITE**Tony Hemmingway, Sally Aldridge, Annie Bassham, Angela Bishop and the clerk meet with Norse Care and Saffron Housing.The draft proposal is for 58 apartments – 48 x 1-bed and 10 x 2-bed. The 1-bed apartments are expected to be 52m2 and the 2-bed apartments are expected to be 70m2. The apartments to be either rented from Saffron or purchased under shared ownership, only available for over 55s.There would be staff present at all times, but no nursing care.This early design shows a 2.5 storey building.Parking would be designed to contain resident/ visitor/ staff parking on site.Building to be owned by Saffron and managed by Norse Care.Consultation to be carried out once the contracts have been signed. They hope to start on site in March 2020.Norse Care have asked for a statement from Acle PC to say if they support the proposal. It was agreed to support the scheme in principle, but to repeat concerns about the height of the building, parking capacity, the shared access roadway and to ask how the flats would be allocated.The building had been nominated for listing as an Asset of Community Value to give the Parish Council the chance to bid for the site should NCC put it up for sale for market housing. If the housing-with-care scheme were to go ahead then the Parish Council would not stand in the way of the scheme, so long as the items raised were addressed adequately. |
| **10** | **LAND AT OAKS LEA**The owners of no:4 Oaks Lea had asked to buy the small piece of land in the north-east corner of the PC’s land, outside the play area fence. They would like to pave part of the land to increase their parking area, and to plant the remainder of the land to match nearby borders. Objections were received from nearby residents, who would prefer to see the area planted as originally planned.After some discussion it was agreed not to sell the land and to continue with the planting in the Spring. |
| **11** | **PROJECTS** |
| 11.1 | **Land for a cemetery:** it was agreed to move this item to the end of the meeting to consider buying some land for a cemetery. |
| 11.2 | **Youth club:** Anna Wade gave a report. |
| 11.3 | **Parking Restrictions in village centre:** Tony Hemmingway, Sally Aldridge and the clerk are meeting shortly with NCC to review the objections to the scheme. |
| 11.4 | **Christmas lights:** it was agreed to ask the contractors to remove the strings of lights from the Folly Tree.  |
| 11.5 | **Baskets and bowser:** nothing further to report. |
| 11.6 | **Barclays Building;** There has not yet been a reply from Barclays’ agents about the repairs to the building. Various quotes have been obtained for replacement windows. |
| 11.7 | **Public toilets:** it was agreed to pay £5,000 towards BDC’s refurbishment of the public toilets. It was noted that the land is owned by Enterprise Inns and they are not willing to give a long-term lease on the land.  |
| 11.8 | **Refill Project;** nothing further to report. |
| **12** | **FINANCE** |
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| **Receipts:** |  |  £ |
| Barclays | Quarterly rental | 6,375.00 |
| 42 The Street | Rent for one month | 795.00 |
| 44 The Street | Rent for one month | 600.00 |
| Beighton PC | Reimbursement costs | 84.67 |
| Various | Burial and memorial fees | 450.00 |
| HMRC | VAT refund | 12,180.31 |
| Bank interest |  | 6.46 |
| Mills & Reeve | Overage monies on Springfield land | 370,698.69 |
| **Payments between meetings:** |  |  |
| SWALEC DD | Electricity for streetlights | 763.00 |
| Anglian Water DD | Water at allotments | 81.73 |
| Anglian Water DD | Water at public toilets | 592.50 |
| Anglian Water DD | Water at cemetery | 16.03 |
| Dexion | Shelving in Archive Loft | 1,944.00 |
| Evergreen Insulation | Hatch for Archive Loft | 468.00 |
| D Starkings | Hedge cutting | 216.00 |
| ADM Plumbing | Gas safety check at no:44 | 148.55 |
| Acle Recreation Centre | Payment towards insurance increase | 1,035.15 |
| **Online payments:** |  |  |
| Employment costs: |  | 3,522.93 |
| Sharp | Copying charges | 19.10 |
| Acle Rec Centre | Youth club room hire x 4 weeks | 72.00 |
| Hugh Crane Ltd | Supplies | 121.98 |
| Secker & Son | Fletcher Room maintenance heating | 166.06 |
| T T Jones | Streetlight repairs | 1,859.30 |
| Justin Nudd | Work at cemetery, allotments and play area | 671.50 |
| Beighton Builders | Repairs at Fletcher Room | 162.00 |
| Plumbright | Repairs at toilets | 175.00 |
| Acle PCC | Room hire | 25.00 |
| **Cheques for payment:** |  |  |
| M Allen | Annual footpath fee | 40.00 |
| Acle Society | Delivery of newsletter | 40.00 |
| Acle Dental Surgery | Christmas lights electricity | 10.74 |
| Zen Hair Studio | Christmas lights electricity | 12.73 |
| Acle Hair & Beauty | Christmas lights electricity | 13.55 |
| Wilkersons | Supplies | 14.17 |
| Methodist Church | Room hire – Tea & Talk | 20.00 |
| **Balance c/f 28.01.19** |  | 532,210.79 |
| **Balances in Savings:** |  |  |
| Government Stocks |  | 132,188.00 |
| Cambridge B/Soc | Instant access 0.15% | 1,311.50 |
| Lloyds Bank | 32-day notice 0.57 % | 101,019.83 |
| Nationwide B/Soc |  | 438.24 |
| Total monies |  | 767,168.36 |

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|  | Outstanding commitments: Parking amendments £20,000 + VATThe monies include reserves for repairs and renewals totalling £186,832.It was noted that Annie Bassham had checked the December online payments to the bank statements.Actual v Budget figures for the 10 months to 28th January were noted.The payments were authorised. **Investment of funds:****It was agreed to invest:**£90,000 Nationwide Building Society 45-day notice account 0.85%£90,000 Investec 32-day notice account 1.35%£90,000 Cambridge Building Society 0.25%It was confirmed that Anthony Hemmingway and Barry Coveley are authorised signatories for the Parish Council and have permission to sign the forms to open new accounts.The signatories for the accounts to be Anthony Hemmingway and the clerk. |
| **13** | **FINANCIAL POLICIES**The Financial Regulations, Review of Internal Control, Review of Internal Audit, Duties of the Responsible Financial Officer and Financial Risk Assessment were reviewed and adopted. |
| **14** | **MATTERS FOR NEXT MEETING*** **Generator point**
* **Garden and veranda**
* **Bench**
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| **15** | **DATE OF NEXT MEETING –The next meeting is Monday 25th February 2019 at 7.00pm in the Methodist Meeting Room, Bridewell Lane.** |