Acle Parish Council

Meeting Date: Monday, 25th March 2019  
Venue: Parish Room, Norwich Road, Acle  
Time: 7.00 p.m.

**PUBLIC FORUM:**

There were 7 members of the public present. Matters raised included some minor repairs required around the village and a suggestion that some Roman names might be appropriate for the new street names needed for the new housing.

Nigel Robson, Chair of Acle Lands Trust, reported that the Trust had had a successful year and that the AGM was 26th March. He asked if the Parish Council might consider funding a store for ALT equipment.

County Councillor: Brian Iles reported that the Council was still discussing budgets and ways to save money. The Boundary Commission is reviewing electoral boundaries. Brian hopes to spend his councillor’s highways fund on flooding issues in the parishes. The clerk has already proposed funding for the regular flooding on the footway in Reedham Road, near to the entrance to Damgate Woods. Other nominations for funding are invited.

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

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| **1** | | **APOLOGIES** Annie Bassham, Angela Bishop, Roger Jay and Chris Linehan District Councillor Lana Hempsall | | |
| **2** | | **DECLARATIONS OF INTEREST** Barry Coveley and David Burnett declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as Trustees. | | |
| **3** | | **MINUTES** The minutes of the meeting of 25th February 2019 were agreed to be correct, and were signed by Tony Hemmingway as Chairman of the Parish Council. | | |
| **4** | | **MATTERS ARISING** | | |
| 4.1 | | The cost of the portable WC for the allotments, and materials for its base, came to £1,012.74 + VAT. The Allotment Association sent a letter of thanks for the purchase. | | |
| 4.2 | | Crocus Construction reported that they are waiting to hear from Norfolk County Council as to whether they would adopt streetlighting on the Leffins Lane site. If they will not adopt the streetlighting, it will be offered to Acle Parish Council to adopt. They do not know yet if NCC will change the speed limit or erect streetlighting on Leffins Lane. | | |
| **5** | | **CORRESPONDENCE** | | |
| 5.1 | | It was agreed to give a donation of £50 to the East Coast Truckers. (S.137 payment). | | |
| 5.2 | | PC Ian Kennedy sent a list of 18 crimes recorded in Acle in January.  The next Safer Neighbourhood Action Panel (SNAP) meeting will be on 18th April at 7.00pm at the Acle Police Station. All residents are invited to attend. | | |
| 5.3 | | Nomination forms have been received for the parish council elections on 2nd May and the date has been advertised on the websites and facebook page. If 12 or fewer people are nominated then there will not be an election. | | |
| 5.4 | | Broadland District Council has published its Public Spaces Protection Order requiring those in charge of dogs to clear up after them on all land open to the public. | | |
| 5.5 | | Lovells contacted the clerk about the Norwich Road site; they are currently testing infiltration rates on the site, but they are filling in the test pits immediately afterwards. There was no news on when the detailed planning application would be submitted. The clerk reminded the company that the Parish Council would like to be kept informed. | | |
| 5.6 | | The Broads Authority has invited community groups to attend Biodiversity in the Broads on 25th April. | | |
| 5.7 | | Rhino’s had expressed disappointment at the negative comments from a few members of the public about the Christmas tree on The Green. For the last few years, Rhino have paid for the tree, transported it and put it up on The Green. Tony Hemmingway has spoken to them and reassured them that their assistance is much appreciated. | | |
| 5.8 | | The clerk reported on attending the Norfolk Association of Local Councils’ conference; topics included affordable housing, Norfolk’s Community Directory, an update on finance, audit and VAT, a green agenda for Norfolk’s councils and Poor Lands. | | |
| 5.9 | | Acle Medical Partnership are running a Health & Wellness Fair on Thursday, 4th April from 10.00 to 15.00 at the Memorial Hall. | | |
| **6** | | **PLANNING** | | |
| 6.1 | | **Plans considered at the meeting:**   1. **The Chantry, Pyebush Lane** – raised rear roof slope eaves, single storey rear extension & single storey side extension of linked garage (20190339). There were no objections to the plans. 2. **43 Beighton Road** – proposed front porch (20190310). There were no objections to the plans. | | |
| 6.2 | | **Planning results from Broadland District Council:**   1. **High Grade House** – variation of condition 2 (brick wall on terrace) (20181980) – full approval. 2. **44 Old Road** – replacement of existing flat roof over garage with pitched roof, including room in roof, extension of patio, detached car port to front garden (20190078) – full approval. | | |
| **7** | | **HIGHWAYS** | | |
| 7.1 | | **Litter picking**  Broadland District Council has invited Acle to be part of a new Broadland Community Clear Up network, supplying volunteer litter picking groups with the equipment they need, and they will provide 15 tools and 15 hi-vis jackets. It was agreed to join this scheme. Anna Wade has already arranged a litter pick for 7th April. | | |
| 7.2 | | **Replacement bench**  The clerk contacted Norfolk County Council for permission to site a bench on the verge in front of The Drive. The front strip of grass is under NCC’s jurisdiction and they have given permission to site a bench there. This was agreed. (This will be the replacement bench provided by Clarion, was Circle Housing.) | | |
| 7.3 | | A pothole was reported on the sliproad into Acle off the A47. It was also reported that there are deep cracks alongside this sliproad. The clerk will contact Highways England. It was also reported that there were raised ironworks on Norwich Road. | | |
| 7.4 | | Tony Hemmingway reported that the Christmas lights had been moved from the Folly Tree and found to be badly damaged. The proposal for Christmas 2019 it to fix a junction box in the crown of the tree and run 6 or 7 circuits from it, along the underside of the branches… | | |
| **8** 8.1 | | **RECREATION CENTRE** Trustee Barry Brooks sent a report: the AGM is on 29th March at 7.30pm. The Committee had successfully applied for grants towards the re-surfacing of the tennis courts. The Committee had considered the Parish Council’s suggestion of a roof over the length of the new patio along the north side of the Centre but had decided that it was not appropriate as it would cause issues with loss of light and would be at risk of damage from footballs. It was noted that minutes of the Committee would not be circulated to parish councillors because of GDPR complications. The Council confirmed that the monthly reports from the Committee at the Parish Council meetings were very useful. | | |
| 8.2 | | **Memorial Garden** It was clarified that the Parish Council would purchase and donate two new doors at £3,050 each, plus VAT, as well as paying for the memorial garden, patio and retaining wall.  (Barry Coveley and David Burnett took no part in the voting on this item, as they are Trustees.) | | |
| 8.3 | | **Generator Point**  It was agreed to pay £1,140.00 + VAT to supply and install a manual change over switch for the main hall, social club and the heating in those areas, so that the hall could be used if there is a power outage in the village. A generator would need to be brought in in the event of a power cut. | | |
| 8.4 | | **Occupational licence for Archive Loft**  It was agreed to sign the occupational licence, for 10 years to 31st December 2029, at £250 pa. | | |
| **9** | | **PROJECTS** | | |
| 9.1 | | **Land for a cemetery:**  The Environment Agency had reviewed the Tier 2 report for the land south-west of Pyebush Lane and stated that they have no concerns regarding the risk to groundwater for this new location for a cemetery.  Tony Hemmingway and the clerk met with planning consultant Alan Irvine, as agreed at an earlier meeting, and have instructed him to apply for Planning Permission for this site. Some additional work will be needed such as GPS identification of the exact site and an architect to draw up the plans, including parking and a turning space. This was noted. | | |
| 9.2 | | **Youth club:** Anna Wade informed the meeting that she will be attending some relevant training with YMCA shortly. | | |
| 9.3 | | **Parking Restrictions in village centre:** Norfolk County Council had summarised the objections and the support for the proposals. The councillors had raised various questions on the objections and possible methods to resolve these objections. It was agreed to arrange a further meeting with NCC to discuss this. | | |
| 9.4 | | **Regatta on 18th/19th May:** Nothing further to report. | | |
| 9.5 | | **Baskets and bowser:** Jackie Clover has the baskets and liners to begin planting. Tony Hemmingway reported that he had repaired the trolley for the water bowser. | | |
| 9.6 | | **Barclays Building:** Nothing further to report. | | |
| 9.7 | | **Acle Pre-School Building** The architects had sent a drawing of a possible design for a new pre-school building. The building was smaller than had been hoped and would only accommodate 20 older children and 10 younger children. It was agreed that this was not large enough for the Pre-School’s current needs. | | |
| **10** | **FINANCE** | | |
|  | |  |  |  | | --- | --- | --- | | **Receipts:** |  | £ | | 42 The Street | Rent for one month | 795.00 | | 44 The Street | Rent for one month | 600.00 | | Upton PC | Reimbursement costs | 74.38 | | Various | Burial and memorial fees | 225.00 | | Lloyds | Interest | 18.81 | | Gilts | Interest | 668.56 | | Mills & Reeve | Overage monies | 15,433.33 | | Barclays | Quarterly rent | 6,375.00 | | **Payments between meetings:** |  |  | | SWALEC DD | Electricity for streetlights | 17.11 | |  | Portable WC at allotments | 1,080.00 | | Total | Electricity at public toilets | 94.20 | | Rhino | Grit | 71.88 | | Siemens | Copier rental | 213.57 | | **Online payments:** |  |  | | Employment costs: |  | 3,570.77 | | Acle Rec Centre | Youth club room hire x 4 weeks | 96.00 | | Hugh Crane Ltd | Supplies | 121.72 | | SLCC | Books | 132.81 | | Nfk ALC | Conference fee | 55.00 | | T T Jones | Streetlight repairs | 922.86 | | T T Jones | Removal of Folly Tree lights | 504.00 | | Rialtas | Accounts package annual fee | 142.80 | | Rhino | Materials re allotments | 135.29 | | Sharp | Copying | 49.26 | | Cemetery Dev’t | Tier 2 report for new cemetery | 4,080.00 | | Cemetery Dev’t | Environment Agency fee re cemetery | 240.00 | | TC Garrett | Flat roof repairs at Barclays | 1,135.98 | | Justin Nudd | Work at cemetery | 82.50 | | **Cheques for payment:** |  |  | | Robert Monument | Holiday cover for cleaning | 63.20 | | Wilkersons | Supplies | 12.76 | | Methodist Church | Room hire – Meeting and Tea & Talk | 51.00 | | **Balance c/f 25.03.19** |  | 446,209.15 | | **Balances in Savings:** |  |  | | Government Stocks |  | 131,822.00 | | Cambridge B/Soc | Instant access 0.15% | 91,311.50 | | Lloyds Bank | 32-day notice 0.57 % | 101,019.83 | | Nationwide B/Soc |  | 438.24 | | Total monies |  | 770,800.72 | | | |
|  | Outstanding commitments: Parking amendments £20,000 + VAT The monies include reserves for repairs and renewals totalling £186,832 and capital monies from the sale of the Springfield land.  It was noted that Sally Aldridge had checked the February online payments to the bank statements and the clerk’s latest bank reconciliation.  Actual v Budget figures for the 12 months to 25th March, before adjustment for debtors and creditors were noted. The payments were authorised. | |
| **11** | **MATTERS FOR NEXT MEETING**   * **Store for Acle Lands Trust** * **Improvements to the public toilets at the Recreation Centre** | |
| **12** | **DATE OF NEXT MEETING:**  **The Annual Parish Meeting - on 15th April at 7.00pm in the Methodist Church**  **The Parish Council Meeting - Monday 29th April 2019 at 7.00pm** | |

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

Signed:………………………………. 29th April 2019  
 Chairman