Acle Parish Council

Annual Meeting Date: Monday, 20th May 2019
Venue: Methodist Hall, Bridewell Lane, Acle
Time: 7.00 p.m.

**PUBLIC FORUM:**

There were eight members of the public present. Matters raised included

Nigel Robson gave a report on ash die-back in Damgate Wood. About ten trees, which are near to the path, have the disease and also have honey fungus. This makes the trees at risk of falling. Nigel will apply for the felling licence and the issue will be on the agenda for the next meeting. The wood would need to be closed for three days while the work is carried out. There is also some Japanese knotweed in the wood, which will need to be sprayed.

A resident suggested that the dandelions in the grass on the play area should be sprayed. Some councillors felt that the weeds were beneficial to insects and should be left. This will be on the agenda for the next meeting.

**District Councillor Lana Hempsall** informed the meeting that she has been chosen to be Portfolio Holder for Planning at Broadland District Council and will also continue to represent Broadland DC on the Broads Authority.

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

This was the first meeting of the new Parish Council following the recent elections. Jayne Greenacre and Brian Grint were welcomed to the Council. All councillors present had signed a Declaration of Acceptance of Office as Councillors, and signed up to the Council’s Code of Conduct before the meeting started. Register of Interests forms will be completed and sent to Broadland District Council.

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| **1** | **ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**Tony Hemmingway was unanimously re-elected as Chairman of the Council and Barry Coveley was unanimously re-elected as Vice-Chairman of the Council. Both signed a Declaration of Acceptance of Office as Chairman/ Vice-Chairman respectively. |
| **2** | **APOLOGIES** Parish Councillor David Burnett and County Councillor Brian Iles |
| **3** | **DECLARATIONS OF INTEREST**Barry Coveley declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as Trustee.  |
| **4** | **GENERAL POWER OF COMPETENCE**Since the parish clerk is qualified, and ten councillors stood for election, the Council is able to confirm its eligibility for the General Power of Competence, which enables a parish council to do things which an individual generally may do, without having to decide which piece of existing parish council legislation it is using. This was adopted. |
| **5** | **COMMITTEES AND WORKING PARTIES** |
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| **Street Lighting** | Tony Hemmingway and Jamie Pizey |
| **Planning Committee** | Tony Hemmingway, Barry Coveley and Sally Aldridge |
| **Youth** | Jamie Pizey and Anna Wade  |
| **Finance** | Tony Hemmingway, Barry Coveley and David Burnett  |
| **Personnel** | Tony Hemmingway and Angela Bishop |
| **Fletcher Room** | Tony Hemmingway and Jayne Greenacre |
| **Cemetery extension** | Tony Hemmingway, Barry Coveley, David Burnett and Jackie Clover |
| **Herondale** | Tony Hemmingway, Sally Aldridge and Angela Bishop |
| **Resilience/Emergency Planning** | Angela Bishop, Jamie Pizey and Anna Wade |
| **Acle in Need** | Angela Bishop (Elected for 4 years) |
| **Acle Regatta** | Brian Grint |
| **Roads in Acle** | Sally Aldridge and David Burnett |
| **Website** | Anna Wade |
| **Environment** | Jayne Greenacre, Jamie Pizey and Anna Wade |
| **Plastic-free Community** | Anna Wade, Jayne Greenacre, Angela Bishop and Jackie Clover |
| **Acle Recreation Centre***(elected in February)*   | Barry Brooks, David Burnett, Barry Coveley, Dennis Fisher, Diane Fisher, Ken Gale, Tom Hiller, John Pryke and Shane Tovell. |
| **Acle Lands Trust *(elected in February)*** | Jackie Clover, Adam Fisher, Dennis Fisher, Ken Gale and Nigel Robson. |

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| **6** | **MINUTES**The minutes of the meeting of 29th April 2019 were agreed to be correct, and were signed by Tony Hemmingway as Chairman of the Parish Council. |
| **7** | **MATTERS ARISING** |
|  | None. |
| **8** | **CORRESPONDENCE** |
| 8.1 | There was a request for a grant for a new clock movement and controller for the clock in the tower of Acle St Edmund, including an auto-restart feature for power outages: £1,935.00 + VAT. It was agreed that this is a clock viewed by the general public and therefore the Parish Council would pay the whole of the cost. |
| **9** | **PLANNING** |
|  | None |
| **10** | **HIGHWAYS** |
| 10.1 | Traffic speeds in Reedham Road; the local NCC Highway Engineer had inspected the road. He has offered, for inbound traffic, to add a roundel on the road surface next to the existing speed limit terminals and a SLOW marking. For outbound traffic he suggested a SLOW on The Hill. He also suggested that the Parish Council might consider purchasing a SAM2 movable Vehicle Activated Sign (VAS) under the parish partnership scheme. The cost is £3,250 and NCC would pay 50% of the cost. This was agreed. Jamie Pizey offered to run the scheme and to move the sign to the various locations, once agreed by NCC. |
| 10.2 | Crocus Construction reported that it looks unlikely that Norfolk County Council will require streetlighting on the Leffins Lane site. Crocus can put in footway lighting, which can be adopted by Acle Parish Council or run by a management company. The councillors agreed that they felt all Acle residents should have footway lighting so the parish council would take on these lights, hopefully with a commuted sum from the developer. The clerk was asked to check that the lights would be LEDs. |
| 10.3 | The clerk forwarded to NCC Highways a complaint about lorries eroding the verge in Reedham Road when exiting Rhino’s. NCC have agreed to edge the verge. Two residents in Reedham Road have been contacted to ask them to cut back their hedges, once the nesting season is over. |
| 10.4 | There was some discussion about requesting a pedestrian crossing again for Bridewell Lane, which would assist residents in the proposed housing-with-care flats at the Herondale site. The clerk will contact NCC. |
| 10.5 | The clerk will contact Clarion Housing to chase up the replacement bench that is to be put on the verge opposite The Drive. |
| 10.6 | The bus shelter on the A47 westbound sliproad is in poor condition. It was agreed to wait to see if there will be any funding for repairs/replacement as part of the planning application for the land off Norwich Road. |
| 10.7 | Once the situation is clear with regard to Barclays Bank, as tenant, the Council will consider improvements to the bus shelter in the forecourt. |
| 10.8 | BDC has not been back in touch about the plans to refurbish the public toilets. Lana Hempsall was asked to contact the officers to find out when the work will be done. |
| **11**11.1 | **RECREATION CENTRE**Trustee Barry Brooks gave a report: The socket for the generator point is to be installed shortly. The work on the memorial garden and terrace is underway. Work on improving the toilets at the front of the building will start in early July.  |
| 11.2 | **Acle Lands Trust store:** a suggestion to locate a new store for the machinery in front of the Recreation Centre will be passed on the Recreation Centre trustees. |
| **12** | **PROJECTS** |
| 12.1 | **Land for a cemetery:** The planning application will show access to the new site via the track, but signage will be put in place to ask people to park at the current car park and walk up. It is proposed just to have a turning circle for a hearse, and one disabled parking space at the new site. |
| 12.2 | **Herondale:**Tony Hemmingway, Sally Aldridge and the clerk met with staff from Saffron Housing Association, They are waiting to hear if they have been successful in obtaining funding for the scheme for housing-with-care. If they receive funding, then they will move on with getting detailed designs drawn up. They agreed that it would be useful to speak to local residents as soon as possible, and then to hold a consultation event once they have detailed drawings to display. They hope to have 41 rented flats and 17 with shared ownership, where no more than 75% of a flat can be owned.They are considering accessing the site, for the construction only, directly from Bridewell Lane.They agreed to look into the ownership of the shared access road, measures to prevent damage to the road and ongoing maintenance of the road.They are concerned that the Parish Council’s application to have the building designated as an Asset of Community Value might cause problems with the proposed transfer from NCC to Saffron Housing. They have asked if the PC might contact BDC to say that, subject to Saffron building housing with care, the Parish Council would remove this designation. This was agreed.Saffron proposed the construction of a new car parking area on Recreation Centre land, to alleviate any increase in parking caused by the construction and occupation of the new building. The councillors welcomed this proposal. |
| 12.3 | **Parking Restrictions in village centre:** A further meeting will be arranged to discuss the remaining issues with the scheme. |
| 12.4 | **Plastic-free Community:**Anna Wade reported that she had sent off for the publicity materials and will approach local businesses to ask them to sign up to the scheme to reduce single-use plastics. It was agreed to find out about local recycling schemes for products which cannot be put into the household grey bins in the district.It was agreed to allocate £100 towards costs for this project.Jayne Greenacre, Angela Bishop and Jackie Clover offered to assist with this scheme. |
| 12.5 | **Regatta on 18th/19th May:** Brian Grint reported that it had been a successful event, with some money raised for local charities. |
| 12.6 | **Pre-School Building:**Barclays Bank has to continue to pay rent under the terms of the rental contract. The councillors discussed possible uses for the building if the bank does not sublet the building, including the possible use by the Pre-School and/or by the Community Gym. The clerk has contacted the Bank to ask about their plans for the building.It was noted that builders had moved in immediately after the bank had closed to remove office furniture and equipment. |
| 13 | **ACCOUNTS AND ANNUAL RETURN** |
|  | The Accounts for the year ended 31st March 2019 were presented, together with a report of actual v budget. There were no questions on the Accounts. |
|  | The internal audit was completed by John Gallop, without comment. This was noted. |
|  | The Annual Governance Statement was considered, completed and signed. |
|  | The Accounting Statements were approved and signed. |
| **14** | **FINANCE** |
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| **Receipts:** |  |  £ |
| 42 The Street | Rent for one month | 795.00 |
| 44 The Street | Rent for one month | 600.00 |
| Various | Memorial fees | 320.00 |
| Lloyds | Interest | 82.17 |
| Mills & Reeve | Overage monies | 15,326.83 |
| BDC | Precept – 1st half | 56,215.00 |
| **Payments between meetings:** |  |  |
| SWALEC DD | Electricity for streetlights | 739.52 |
| **Online payments:** |  |  |
| Employment costs: |  | 4,394.09 |
| Acle Rec Centre | Youth club room hire x 5 weeks | 120.00 |
| Hugh Crane Ltd | Supplies | 40.51 |
| Sharp | Copying | 30.20 |
| Garden Guardian | Grasscutting | 1,490.57 |
| T T Jones | Streetlight repairs and inspection | 1,813.64 |
| Broadland DC | Bin collection – various | 910.00 |
| Smiths of Derby | Service to church clock | 244.80 |
| Property Shop | Letting fee re 42 The Street | 954.00 |
| Acle Community Gym | Grant | 500.00 |
| ADM Plumbing | Replacement gas boiler and repairs | 3,392.69 |
| **Cheques for payment:** |  |  |
| Acle Society | Delivery of newsletter | 40.00 |
| Wilkersons | Supplies | 38.60 |
| Methodist Church | Room hire – Meetings | 51.00 |
| John Gallop | Internal audit fee | 375.00 |
| **Balance c/f 20.05.19** |  | 414,123.11 |
| **Balances in Savings:** |  |  |
| Government Stocks |  | 133,686.00 |
| Cambridge B/Soc | Instant access 0.15% | 91,311.50 |
| Lloyds Bank | 32-day notice 0.57 % | 101,464.98 |
| Nationwide B/Soc |  | 90,448.77 |
| Total monies |  | 831,034.36 |

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|  | These monies include a capital reserve of £346,623 and a reserve for repairs and renewals of £199,082. Outstanding commitments: Parking amendments £20,000 + VATIt was noted that Anna Wade had checked the clerk’s bank reconciliation as at 16th May 2019 and the online payments from the meeting of 29th April 2019.The payments were authorised.  |
| **11** | **MATTERS FOR NEXT MEETING*** Funds for emergency planning
* Youth club and youth bus
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| **12** | **DATE OF NEXT MEETING:****The Next Parish Council Meeting - Monday 24th June 2019 at 7.00pm**  |

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

Signed:………………………………. 24th June 2019
 Chairman