Acle Parish Council

Meeting Date: Monday, 28th October 2019  
Venue: Methodist Hall, Bridewell Lane, Acle  
Time: 7.00 p.m.

**PUBLIC FORUM:**

There were twelve members of the public present. Matters raised included maintenance of the A47 roundabout, graffiti at the Barclays bus shelter, and speeding on A1064.

County Councillor Brian Iles gave a report on the Cabinet system at County Hall, concerns about disability grants, funding vocations training and consultation on the budget.

**PRESENT:**   
Councillors: Sally Aldridge, Jackie Clover, Barry Coveley, Brian Grint, Tony Hemmingway (Chairman), Jamie Pizey and Richard Powell. Also Parish Clerk, Pauline James.

No election was requested for the latest vacancy so the councillors will be able to co-opt a new councillor.

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| **1** | | **APOLOGIES**  Angela Bishop, Jayne Greenacre and Anna Wade. District Councillor Lana Hempsall | | |
| **2** | | **DECLARATIONS OF INTEREST** Barry Coveley declared a disclosable pecuniary interest in any financial transactions with the Recreation Centre, as a Trustee. Brian Grint told the meeting that he is a grounds maintenance contractor for the Recreation Centre, and amended his Register of Interests to include this. | | |
| **3** | | **MINUTES** The minutes of the meeting of 30th September 2019 were agreed to be correct, and were signed by Tony Hemmingway as Chairman of the Parish Council. | | |
| **4** | | **MATTERS ARISING** | | |
| 4.1 | | One of the small roads on the Leffins Lane development will be named Daniels Close to reflect the name of the family which owned the land for many years. | | |
| 4.2 | | The clerk had arranged a meeting with Kirstin Hughes, Economic Development Manager at Broadland District Council, for 7th November. | | |
| 4.3 | | The litter picking A-frame is in place. Tamara from Co-Operative Funeral Services is looking after the board. The Guides, Scouts and WI have expressed an interest in doing litter picks. Bags for the rubbish collected have been donated by the Co-Op. | | |
| **5** | | **CORRESPONDENCE** | | |
| 5.1 | | Acle Tennis Club asked if there could be a defibrillator outside at the Recreation Centre. The current defibrillator is in the entrance hall. The councillors supported this idea. | | |
| 5.2 | | It was agreed to give a donation of £100 to the Royal British Legion. | | |
| 5.3 | | It was noted that the clerk will apply for a grant towards the VE Day commemoration event in 2020. | | |
| 5.4 | | Correspondence from a resident about traffic speeds in Beighton Road area was passed on to NCC | | |
| 5.5 | | Acle Pre-School arranged a meeting with MP Keith Simpson to show him the current facilities and explain why the grant provided by the Government is not enough to pay the costs of providing the paid-for places. Sally Aldridge and Jamie Pizey will attend. | | |
| 5.6 | | The councillors were pleased to learn that Crocus Homes had given a grant to Acle St Edmunds Primary School to fund a replacement den on the Key Stage 2 playground. | | |
| 5.7 | | The Information Commissioner confirmed that parish councils that have no contacts in the EU area do not need to make any preparations for Brexit. | | |
| **6** | | **PLANNING** | | |
| 6.1 | | Planning applications considered at the Meeting:   1. **Land North of Norwich Road** – amended plans for 137 dwellings (20191215)   The councillors agreed to **object** to the revised plans. Some items raised at earlier meetings had been amended but many had not:   * Car park spaces added for the 2 and 3-bed homes where only one had been provided * Garages changed to car ports for plots 21 & 22 where only one parking space was provided * 2 parking spaces added for each of the blocks of flats so as to provide 1.5 spaces per flat * This results in 21 additional parking spaces but still only 4 visitor spaces for the site * Width of main access road into the site has been increased to 6.5m wide * Amendments made to junction radii * Open space amended to create a green link across the site – new area of open space in front of plots 85 & 86 but an attenuation lagoon is shown on this open space * Curtilage of plot 67 realigned so that no two-storey building is adjacent to homes in St Edmunds Road * Swept path analysis done to show how refuse lorries would move around the site – but shown to overhang private gardens (shown with hedges) in two places * Details of play space provided – very minimal play equipment * Some changes to plots – some swapped to make the above changes * Water from roofs will discharge to private soakaways in rear gardens, shared by surrounding properties, which then discharge into sandy soil below the clay * Soakaways will also take the runoff from private drives * Runoff from all adoptable roads will drain via road gullies to an adoptable surface water sewer, with outfall to a series of 5 infiltration basins * Public surface water network is designed to store the runoff from storms up to 1 in 30 year storm events within the pipe network. Runoff from storms greater than 1 in 30 year event + 40% climate change will be stored within the basins * In the event of a 1 in 100 year plus climate change storm event, the basins will all be full * Drawings show access by fire engine off Mill Lane would be across front lawns of plot 84   The application will go to a Planning Committee at BDC, probably on 27th November or 8th January. The clerk was asked to write to Andrew Proctor, leader of Norfolk County Council, to express the Parish Council’s disappointment that the plans for the site had not been used as an example of good quality development and open space.   1. **Manor Cottage, Norwich Road** – side extension (20191628). There were no objections to the plans. | | |
| 6.2 | | Plans considered between meetings:   1. **22 Habgood Close** – single storey rear extension and front porch (20191498) – there were no objections to the plans. | | |
| 6.3 | | Planning results from **Broadland District Council:**   1. **Beighton Road Farm**, conversion of farmyard and buildings to form 6 residential dwellings (20190256) – full approval. S106 monies will be available for Acle play equipment, sports facilities and allotments. | | |
| 6.4 | | An update of planning enforcement matters was noted. | | |
| **7** | | **HIGHWAYS** | | |
| 7.1 | | NCC agreed to posts along the verges in New Road, if the Parish Council will pay for them. It will be necessary to appoint a contractor who has the expertise re buried cables/services, such as Norse. | | |
| 7.2 | | Roadworks will be done shortly at Church Corner for repairs to a suspected broken pipe underneath the road. | | |
| 7.3 | | The new landlord at the Kings Head has offered to share CCTV information where the cameras overlook the land by the public toilets, following recent vandalism at the toilets. | | |
| 7.4 | | A tree in the garden at The Limes needs cutting back so as to allow more light from the streetlight. | | |
| 7.5 | | The councillors were pleased to learn that Acle Society has offered to plant up planters around the village. | | |
| 7.6 | | The hanging baskets have finished flowered now and will be removed. Tony Hemmingway will collect the bowser for maintenance. | | |
| **8** 8.1 | | **RECREATION CENTRE** Diane Fisher gave a report: the Broads Authority has hired the main hall for one of its event. The resurfacing of the tennis courts will be completed shortly. New signage to advertise the groups which regularly hire the facilities will be put up, hopefully covered by the Parish Council’s permitted development rights. Work continues on the new shed for the Acle Lands Trust. The local Royal British Legion will lay a wreath at the Memorial Garden on 11th November.  It was agreed that the amount remaining from the Parish Council’s grant for the year, £2,560, could be used towards replacement of the doors on the groundsman’s equipment store. | | |
| 8.2 | | It was agreed to defer the appointment of three new Parish Council- appointed trustees until the end of the meeting. | | |
| **9** | | **PROJECTS** | | |
| 9.1 | | **New Cemetery:** The clerk met with Nicholas Crane to discuss the sale of the land for the new cemetery. He offered to sell an extra slice of land to compensate for the fact that some of the land being sold is the public footpath, and there will also have to be a new hedge planted. He suggested 2.5m along the 35m length. It was noted that an additional 0.26 acre would cost £26,000. This was agreed. | | |
| 9.2 | | **Herondale:** There had been no further correspondence about the plans for the site. It was noted that the developers had met with local residents to discuss their concerns. | | |
| 9.3 | | **Parking Restrictions in village centre:** It was noted that there had been a delay processing the legal part of the consultation process. | | |
| 9.4 | | **Plastic-free Community:** Anna Wade sent a report: The Social Club and The Attic had been awarded certificates for meeting reduction objectives. The project will be featured in the Spring edition of Broadland News, along with Lingwood’s scheme.  Acle Academy is moving on with the Schools Objectives and Anna has approached the Primary School to ask them to consider joining the scheme. | | |
| 9.5 | | **Youth Club** There was nothing to report. | | |
| 9.6 | | **Emergency Planning:** There was nothing to report. | | |
| 9.7 | | **Barclays Bank Building:** Barclays are proving difficult to negotiate with. Brown & Co are obtaining quotes for repairs to bring the building back to the condition it was in when the lease started. | | |
| 9.8 | | **Capital Spending and Village Centre** There was nothing to report. | | |
| 9.9 | | **Phone Box and Defibrillator** The contract to buy the phone box has been signed and returned by British Telecom.  Clerk has contacted Acle & Brundall Lions who helped fundraise for a defibrillator previously.  The local ambulance service will also be consulted as to which device they would prefer. | | |
| 9.10 | | **Christmas Tree and Lights** The clerk was asked to contact T T Jones to ensure that the Christmas lights will be on by 5th December. | | |
| 10 | | **POLICIES** | | |
| 10.1 | | The current Training Policy, Standing Orders, Filming at Meetings Policy and Code of Conduct were reviewed and updated. | | |
| 11 | | **POLICIES** | | |
| 11.1 | | The Action Plan for 2019/20, Risk Assessment and Health & Safety Policy were considered and adopted. | | |
| 12 | **FINANCE** | | |
| 12.1 | |  |  |  | | --- | --- | --- | | **Receipts:** |  | £ | | 42 The Street | Half - Rent for one month | 397.50 | | 44 The Street | Rent for one month | 600.00 | | HMRC | VAT refund | 10,961.59 | | Acle Rec Centre | Loan repayment (annual) | 1,875.00 | | Broadland DC | 40% fee re public toilets | 5,229.20 | | Broadland DC | CIL payment | 642.78 | | **Payments made:** |  |  | | Pro-Heat | Refurbishment of Rec toilets | 7,200.00 | | Smiths of Derby | 2nd half new clock mechanism | 1,161.00 | | Hayes Computing | Hosting websites | 144.00 | | Anyrep | Repairs flat 44 | 69.00 | | Siemens | Copier rental | 325.26 | | SWALEC | Electricity for street lights DD | 778.67 | | Anglian Water | Water at allotments DD | 95.56 | | Anglian Water | Water at public toilets DD | 460.24 | | Total | Electricity at public toilets DD | 186.15 | | **Online payments:** |  |  | | Employment costs: |  | 4,408.75 | | Acle Rec Centre | Youth club room hire x 4 weeks | 96.00 | | D Starkings | Hedge cutting | 216.00 | | Garden Guardian | Grasscutting | 1490.57 | | T T Jones | Streetlight repairs | 205.02 | | Angela Bishop | Refreshments | 7.99 | | Sharp | Copying charges | 13.58 | | Martin Pitchers | Work at cemetery | 183.75 | | George Taylor | Fixing and repairing benches | 486.00 | | Broadland DC | Rates on flat 42 | 30.38 | | Property Shop | Letting fee | 720.00 | | **Cheques for payment:** |  |  | | Wilkersons | Supplies | 36.32 | | Methodist Church | Room hire – Meetings | 51.00 | | **Balance c/f 28.10.19** |  | 594,904.80 | | **Balances in Savings:** |  |  | | Government Stocks |  | 140,964.00 | | Cambridge B/Soc | Instant access 0.15% | 91,311.50 | | Lloyds Bank | 32-day notice 0.57 % | 101,784.58 | | Nationwide B/Soc | 45-day saver 0.85% | 90,448.77 | | Total monies |  | 1,019,413.65 | | | |
|  | Outstanding commitments: Parking amendments, purchase of land for cemetery, Acle Lands Trust shed  It was noted that Jackie Clover had checked the clerk’s bank reconciliation as at 5th October 2019, the online payments from the meeting of 30th September 2019, and payments made between meetings. Actual v Budget figures for the 7 months to 28.10.2019 were reviewed.  The payments were authorised. | |
| **13** | **INVESTMENT IN BROADLAND’S PARISH DEPOSIT SCHEME**   * Minimum deposit of £2,000 * One month notice of withdrawals * Withdrawals to be in multiples of £500 * If Parish balance drops below £2,000 then the whole amount will be repaid * Interest will be paid at the average ‘in-house’ rate achieved * No fixed rate levels will be offered * Interest will be added to the deposit at year-end (31 March) * No administration charges to be levied * Currently paying 0.6%     The clerk was asked to find out more about the level of risk with this investment. | |
| **14** | **CO-OPTION** Four residents had expressed an interest in being co-opted: Hannah Jackson, Wendy Kenny, David Stephenson and Keely Thompson.  David Stephenson was present at the meeting but explained that work commitments would mean that he would be unable to attend parish council meetings for several months. Keely Thompson was not present. Discussion and voting was deferred until the end of the meeting. | |
| **15** | **MATTERS FOR NEXT MEETING**   * A47 roundabout | |
| **16** | **DATE OF NEXT MEETING:**  **The Next Parish Council Meeting - Monday 25th November 2019 at 7.00pm** | |
|  | **At this point it was resolved under the Public Bodies (Admissions to Meetings) Act 1960 to exclude members of the public to consider the co-option of two councillors and to discuss Trustees** | |
| **17** | **TRUSTEES FOR THE RECREATION CENTRE**  Paul Udall attended the meeting and expressed his interest in being nominated as a Trustee. After some discussion it was agreed unanimously to appoint Paul Udall, Nick Methold and Jamie Pizey as Parish Council-appointed trustees to bring the number of appointed trustees back up to nine. | |
| **18** | **CO-OPTION**  It was agreed unanimously to co-opt Hannah Jackson and Wendy Kenny. | |

There being no further business, the meeting was closed at 8.40pm.

Signed:………………………………. 25th November 2019  
 Chairman