

HEMPNALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 5th July 2011 at 7.30pm in The Mill Centre

ACTION

Present

Vice Chairman David Hook, Mike Turner, Peter Workman and the Clerk Ian Nelson.

Members of the public present

Mr Ian Cundy, Mrs Cindy Mayes.

Apologies

Apologies were received from County Councillor Alison Thomas, District Councillor Mr Windridge, Chairman Geoffrey Moulton, David Pointer, Debbie Ashford, Kevin Cunningham, Liz Allen, and Richard Delf.

Declarations of Interest

Mr Workman declared an interest in the planning application re Mr Mills.

Minutes of the previous meeting

The minutes of the meeting on 7th June 2011 were approved and signed.

Public Participation

Playing field adult exercise equipment

Mrs Mayes asked if exercise equipment for adults such as used in Halesworth could be provided on the playing field. Mr Hook asked if Mrs Mayes could supply more information to the clerk for consideration at the next meeting.

IN

County/District Councillor updates

County Councillor Thomas had supplied the following details to the clerk:

She is awaiting a proposal from Scott Wilson re the entrance to the school and will let us know once she has something to discuss.

The planning application for the school playing field should be determined soon.

BDUK (broadband) bid was successful bringing £15m into Norfolk which will be matched by the County Council. Delivery of high speed fibre optic broadband should be in Norfolk by 2015.

Changes to the Day Care are under consultation at present. There is a move towards more personalised budgets enabling users to choose what service they wish to use. Help is available to those who want their budget managed for them

Planning Applications

New application since the last meeting:

Hempnall Primary School, Proposed regrading of existing school playing field – Recommended approval but highlighted the rabbit problem that might undo the good work.

IN

Mr Mills, Claydon House, Bungay Road, Hempnall - Proposed installation of white UPVC conservatory – Recommended approval.

IN

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Applications approved since the last meeting:

ACTION

Mr & Mrs N Ward, Springwood Lodge, Barondale Lane, Hempnall - Proposed extension.

Mr D Buck, Firs Field Farm, Bungay Road, Hempnall - Proposed Erection of Farm Workers Dwelling & Garage

Mr Simon Spaul, Re The Brambles, Hardy's Loke, Hempnall - Amendment to planning permission 2010/1333/H - for inclusion of two velux windows in north west roof of existing property.

Lighting at Roadtechs, Barondale Road

Mr Hook had undertaken a review of the plans and reported that there had been 3 planning applications dating back to 2005. The earliest one had no lighting conditions attached. The applications in 2007 & 2010 did have lighting conditions attached so Mr Hook will follow this up further.

DH

Old Chicken shed site, B1527

The clerk had written to SNC planning dept to report the suspected unauthorised development. SNC had responded as follows: *"Following a visit to the site I can now advise you that planning permission is required for the development in question. The owner of the land has been requested to cease works and submit an application for permission. Should no application be submitted the Planning Committee will be advised of the breach of planning control and decide whether enforcement action should be taken."*

Norfolk Minerals & Waste LDF

The clerk had supplied Mr Hook with information on this subject. Mr Hook is still reviewing this but did report that there are no sites in the vicinity of Hempnall.

DH

Matters arising from previous parish council meetings – completed

Dog Bin

Messrs Moulton & Mr Delf have commenced erection of the bin and will inform the clerk when completed to enable him to arrange its emptying.

GM/RD
IN

Parish & District Council Elections

The clerk had written a letter of thanks to Hamish Rose. Mr Rose had responded to thank the council members for the kind words expressed in the letter and to confirm that he would be only too pleased to carry on as Footpath Officer.

Mr Turner had attended the Initial Training for Councillors course.

Appointment of Chair and other Officers

The clerk had updated the website etc.

Declaration of Acceptance of Office and Declaration of Interests Forms

The clerk had collated and submitted these by the deadline

Appointment of Reps to The Hempnall Trust

Mrs Johnson had accepted her appointment and the clerk had written to her and the trust accordingly.

Mr Youngman

The clerk had written a letter of thanks to recognise his efforts.

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Internal Audit

ACTION

The Clerk reported that the internal audit for the year ended 31st March 2011 had been completed by Mrs. J Franks and she had been paid. A clean report had been issued.

Accounts and Annual Return 31/03/11

The clerk had submitted to the external auditors.

Insurance renewal

The clerk had paid the premium

Matters arising from previous parish council meetings – awaiting others

Back Lane Willow Trees & Fencing

Awaiting possible adoption of Back Lane.

IN

Claim for public rights over Back Lane

The clerk reported that the report had now been passed to the Head of Law at NCC for a decision. The clerk to monitor.

IN

Change of use of Queens Head

There had been no further movement. The clerk to monitor.

IN

Re-turf swing area

Awaiting Autumn.

RD

Churchyard boundary

The clerk awaits the Diocesan of Norwich.

IN

Matters arising from previous parish council meetings – for discussion

Adoption of BT phone box at the Three Horseshoes

The clerk had established the cost of electricity for the box was in the region of £35 to £45pa which would represent a 38% increase in power charges compared to the cost of power now for 6 streetlights and the other phone box. The cost of disconnection would be between £350 and £700. There would also be ongoing maintenance costs. As the council had already adopted the box in the centre of the village, the wisdom of spending this level of money on a second was called into question. It was agreed to re agenda due to the lack of councillors present.

ALL

Hempnall Playing Field and Village Hall car park

The clerk had noted to bring this up when setting the precept. Councillors had met on site on 26th June.

Quotes for the work were in the region of £18,000.

Mr Hook proposed, Mr Turner seconded and it was unanimously agreed that a separate opinion should be sought from an independent expert FOC.

DH

This matter was carried forward until more councillors were present.

IN

Safety of footpath from Roberts Close to The Street.

Mr Workman proposed, Mr Turner seconded and it was unanimously agreed that the clerk contact Highways to ask for suggestions as how the exit of the footpath can be

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improved. In addition enquiry will be made about a "Beware children at play" sign in Knudson Close. IN

Correspondence

ACTION

Information Pack

The items placed in the information pack envelope circulated to all Councillors on 5th July are:

Norfolk Voice June 2011
Norfolk Link issue 182
Norfolk Link issue 183
Tasburgh Quarterly & Church News
Clerks & Councils Direct July 2011

No further matters were raised from the above.

Items given directly to Councillors or representatives since the last main meeting were:

NALC Conference and Exhibition
PM5033 C367/10 Hempnall The Street Drainage Scheme - Road Closure
VCS~SOS Project to support community groups, charities and social enterprises
Cutting Red Tape Survey
South Norfolk Villages - Complimentary SAMs Project
NALC re commissioning intentions towards young people
NEIGHBOURHOOD PLANNING: Why it is important and how Parish Councils can take control
Waveney Valley Identity Project Launch
NALC re Community Resilience Workshop
New funding for local playing fields
Parish Crime Statistics for May 2011
NALC re Older Peoples Day
Invitation to 'Pylons in your parish? - There is a better way' information event: 15 July 2011
Temporary Road Closure - C367 The Street from its junction with the U76158 Bussey's Loke to south of vehicle access Hempnall Primary School in the parish of Hempnall
Norfolk Rural Community Council Annual General Meeting
Long Stratton summary 17.6.11
Norfolk Police Authority Local Policing Plan Summary 2011/12
South Norfolk Design Awards 2011
NCC Information About Works: South Norfolk Footway Slurry Schemes – Mill Rd
The Willows Power & Recycling Centre Kings Lynn
Parish Crime Statistics for June 2011
SNC Capital Grant funding 2011/12
A message from Ron Bailey of Leiston-cum-Sizewell Town Council
Publicity - C367 The Street, Hempnall, Drainage Scheme

No further matters were raised from the above.

Items placed directly onto the parish notice boards were:

Notice/Agenda for 17th May 2011 meeting.
Notice/Agenda for 5th July 2011 meeting.
PM5033 C367/10 Hempnall The Street Drainage Scheme - Road Closure
Poster re VCS~SOS Project to support community groups, charities and social

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enterprises
Discover South Norfolk Poster

No further matters were raised from the above.

Website

ACTION

The following changes had been made since the last main meeting:

Made Parish Council minutes of 8th March 2011 final.
Added Parish Council draft minutes of 17th May.
Made Parish Council minutes of 17th May 2011 final.
Added Notice/Agenda for 17th May 2011.
Added Notice/Agenda for 5th July 2011.
Updated Hempnall Trust Reps

No further matters were raised from the above.

Communications from Parishioners since the last meeting:

Field Lane Hedge

A parishioner had complained about a hedge overhanging the road. The clerk to arrange for it to be cut back by Highways.

IN

Footpath Maintenance

Mr Rose, the parish council footpaths officer had written as follows:

“I am acutely aware that under the current government cutbacks local government no longer view footpath maintenance as a priority, thus leaving Parish Councils to take up the responsibility.

In our case our local NCC footpath officer has been made redundant and, as I understand, the number of cuts to the footpath network will steadily be reduced. I also note that already one of the stiles across the footpath leading from the B1527 to Mr Rogers’ Farm is now in a slightly “Wobbly” condition.

I hope that the Council would agree that the footpaths are a valuable amenity to the village and will therefore take on any shortfall in maintenance left by NCC.”

Mr Hook informed the meeting that if a path crosses a field the landowner is responsible however if it is not Highways are responsible for ensuring access to all other footpath roots. The parish council may have to consider budgeting for maintenance of footpaths in the village when the County Council’s policy of no longer maintaining footpaths comes into effect.

IN

Mr Hook proposed, Mr Workman seconded and it was unanimously agreed that the clerk respond that the council will monitor the situation.

Financial Statements

Movements since last meeting

The clerk presented the financial statement attached to these minutes showing the movements from 18th May to 5th July 2011. The statement was in line with the annual budget. Mr Workman proposed, Mr Turner seconded and it was unanimously agreed that the statement be approved.

Clerk’s Salary Review

It was agreed to re agenda due to the lack of councillors present.

IN

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Playing field Users Association Report

ACTION

There had not been a meeting since the last parish council meeting.

Mr Pointer reported via the clerk that the all weather surface had been discussed at the football club meeting on 18th May and that the estimated cost of a good sized well constructed Multi Use Games Area ("MUGA") will be in the region of £60.000 This will probably be match funded by various organisations.

These areas are normally based on a standard sized pitch / court. The usual is Tennis court. But can be Basket ball Net ball etc. To be viable it will have to be floodlit.

Details of various specs are available from Sport England and he will produce these at a later meeting.

He has found a few details of a similar project near Norwich. There the Parish Council went forward organised and had constructed a MUGA. Sadly it's not turned out quite as planned. They are now using a consultant to help put the wrongs right.

Therefore, David says, "as I know little of these MUGA's and don't intend wasting Council time and money. I think it best we seek guidance from an expert. I will, if you wish, find more details and report to the next meeting."

Mr Workman proposed, Mr Turner seconded and it was unanimously agreed that Mr Pointer should be asked to carry out further research and consider the provision of a simple small grass five a side pitch by simply supplying two goal posts and markings.

DP

Play Area Report

The proposed fencing was considered at the site meeting. It was generally agreed that the fence should run from the corner of the tennis court to the rear of the tractor shed in order to protect children using the play area. It may need planning permission. Mr Workman agreed to research the cost of different fence types. It was agreed to postpone to next meeting.

PW/IN

The memorial seat for Mr Tweeddale needs some maintenance. Mr Delf is dealing with this.

RD

Container painting

Mr Delf has obtained quotes and will report at the next meeting.

RD

Pylons in your parish? - There is a better way' information event

Mr Moulton is to attend this event on 15th July. The current map shows that Hempnall is at risk of being in the area where pylons could be cited.

GM

Quality Status

The clerk reported that the parish council's quality status had expired on 1st July 2011 and that we had until 30th September to re-qualify. The clerk and Mr Moulton had already had a meeting with NALC to determine the work involved in re qualifying. Mr Turner proposed, Mr Workman seconded and it was unanimously agreed that the clerk prepare and submit the portfolio required in order to support requalification of quality status.

IN

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Items for Summer Newsletter

- Digital Switchover
- The Hempnall Trust appointments and vacancy

The Clerk to draft and issue

IN

ACTION

It was agreed that the Newsletter should be distributed via the Church magazine distributors and that each councillor should take a turn on the rota to assist with the collation of material. The clerk to draw up a rota. Mr Moulton had already volunteered to assist in September which was the next issue of the church magazine.

IN

Items for next main meeting agenda

No extra items. As it is the holiday season, the clerk was asked to email councillors to ensure that they were able to attend the August meeting.

IN

Bat Survey

The clerk had not received a written report however the expert had informed him that Barbastelles, Noctules, Pipistrelles and Natterer's bats had been found on site of the previous planning application for the turbines.

There being no further business, the meeting was closed at 9.15pm.

Signed _____ Date 26^h July 2011

FINANCIAL STATEMENT

Presented to meeting on 5th July 2011

Current Account

(Payments)/Receipts since last meeting :	£
18/05/2011 J Ellis - red slide repair	(40.00)
06/05/2011 NSB Interest	5.96
20/05/2011 tr BPA to c/a	600.00
20/05/2011 Norse - 1/2 yrs grass cutting	(643.56)
07/06/2011 M&JF Ltd	(96.00)
13/06/2011 Eon – street lighting electricity	(10.31)
10/06/2011 NSB Interest	6.16
10/06/2011 VAT Refund	425.89
28/06/2011 Interest	(0.29)
08/06/2011 MHB Services Ltd - Streetlight maintenance	(14.23)
01/07/2011 MHB Services Ltd - Streetlight maintenance	(14.23)
	<u>219.39</u>
Closing Balance	<u>759.44</u>

Business Premium Account

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(Payments)/Receipts since last meeting :	£
20/05/2011 tr BPA to c/a	(600.00)
06/06/2011 Interest Business saver	<u>1.84</u>
	<u>(598.16)</u>
Closing Balance	<u><u>19,673.66</u></u>