

HEMPNALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 16th July 2013 at 7:30pm in The Mill Centre

ACTION

Present

Chairman Mr Geoffrey Moulton, Mr David Hook, Kevin Cunningham (from A140/B1527 Cross Roads matter onwards), Mr Richard Delf, Mr Mike Turner, Mr Peter Workman and the Clerk Mr Ian Nelson.

Members of the public present

Mr Andy Driver, Mrs Sylvia Driver, Mr David Jackson and Mr Roger Parker.

Apologies

Apologies were received from County Councillor Alison Thomas, District Councillor Michael Windridge and Mrs Allen.

Declarations of Interest

Mr Moulton declared an interest in the wind turbine matter.

Mr Hook declared an interest in the Long Stratton Area Action Plan - Preferred Options Consultation matter.

Mr Delf said that he had an interest in matters connected with the flood area map.

Minutes of the previous meeting

The minutes of the meeting on 11th June 2013 were approved and signed.

Public Participation

Mr Parker indicated that he had some comments to make re the recycling centre, subject to any progress reported re the green bins.

Mrs Sylvia Driver thanked Parish Council for facilitating the oil buying scheme and reported that the scheme had 25 members so far.

County/District Councillor updates

There were none.

Mr Hook took the chair.

Wind Turbines - Application 2013/0105

General Update

The Clerk had sent a copy of correspondence with Mr Bolton to County Councillor Thomas.

The Clerk and Mr Hook, had written Richard Bacon, Mr Windridge and Gary Hancox as instructed.

Mr Hook gave a general update.

The Clerk to chase for a response from Francesca Shapland re ornithology.

IN

Gary Hancox of SNC has indicated that the application is unlikely to be heard until September.

The response from Richard Bacon was not specific and did not answer our questions. The Clerk to write a follow up letter to request specific answers.

IN

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HPC surveys are to be included in the Norfolk record of bat activity. The Clerk to follow this up re status and the impact that it may have on the District Ecologist's report. **ACTION IN**

Mr Moulton re-took the chair.

Planning Applications

New applications since the last meeting:

The Queens Head application for two houses had been modified. Mr Hook proposed, Mr Turner seconded that the modifications be approved - 3 votes for with 2 abstentions. **IN**

Applications approved since the last meeting:

Mr A Bryant, 2 Broaden Lane Hempnall Norfolk NR15 2LU - To demolish existing single storey section of dwelling and rebuild as two storey extension. Single storey extension to accommodate shower room and utility area. Provide velux windows in the existing roof for bedroom in roof space. Link existing and new roofs on south east elevation.

Mr A Lord, Melrey Silver Green Hempnall Norfolk NR15 2NW - Renewal of planning permission 2010/0596/H - Proposed two storey side extension and demolition of existing bathroom & w/c.

Mr & Mrs G Weal, 7 Broadway Close Hempnall Norfolk NR15 2LY - Ground floor rear and front extension.

Mrs Beryl Sutton, The Long House The Street Hempnall Norfolk NR15 2AD - Remove chimney down to ridge level and rebuild as before.

The South Norfolk Plan, Development Management Policies, Development Plan Document, Preferred Options (Regulation 18) Consultation.

This had been completed.

A140/B1527 Cross Roads

The Clerk had written to Highways highlighting the concerns and asking for acceleration but had not received a response.

Matters arising from previous parish council meetings – completed

Ray Youngman 60 Years Service

The Clerk had informed the PUA that they could move the bench.

White Lodge – Topcroft Parish Council

The Clerk had written a general letter of support to Topcroft PC and copied in Murray Gray.

Oil Buying Group

The Clerk and Mrs Allen had attended the meeting on the 28th May and the Hempnall Bulk Buying Group had been formed. The Clerk had paid the NRCC subscription and added new pages to the parish council website.

Booking the village playing field

The Clerk had contacted the PUA and subsequently informed Dr & Mrs Gray that it was in order to use the playing field for a private function subject to the agreed conditions.

Metal detecting

The Clerk had responded Mr Nolan.

School Road Safety Scheme

The Clerk had submitted the application and funding had been obtained.

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ACTION

Internal Audit

Mrs Franks had been thanked and paid.

Accounts

The Clerk had submitted these and the other documentation to the external auditors.

Standing Orders Review

The Clerk had updated the standing orders and the website.

Meeting dates change

The Clerk had changed the diary and venue bookings.

Matters arising from previous parish council meetings – awaiting others

Re-turf swing area

Mr Delf to determine if the turf is still required. Reference will be made to the ROSPA report. Tony Medlar to be approached and Mr Delf obtain a quote for any work required.

RD

Notice Boards

Mr Delf to arrange for Mr Cracknell to paint the noticeboard once Mr Workman has repaired the top.

PW/RD

Repair of Play Unit

Mr Delf and Mrs Allen had inspected the unit and could not see the need for repair. It was agreed to await the ROSPA report.

RD

Application for School Road Safety Scheme

The application had been submitted to NCC and was successful.

ROSPA report

The ROSPA report is awaited.

IN

Footpaths crossing church meadow

The Clerk had written to Highways with evidence on their own definitive map of the style's previous existence.

Back Lane Cutting

The Clerk to make contact with PROW to indicate that it needs cutting

IN

Youth Shelter on playing field

The ROSPA report is awaited.

Matters arising from previous parish council meetings – for discussion

Young People in Hempnall

The Clerk had placed an article in the newsletter and invited young people and Sarah Woodger and PCSO Liz Cook to attend this parish council meeting. Unfortunately none of the invitees attended this meeting.

Mr Delf proposed, Mr Moulton seconded and it was agreed 4 votes for, 1 against and 1 abstention that the matter be dropped due to apparent lack of interest.

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Local Area Flood Map

ACTION

The Clerk had written to the Environment Agency pointing out that the map is not accurate compared to the 1968 flood and requested a meeting with councillors to ensure the map was made more accurate, having regard to changes to drainage since 1968.

Mr Hook reported that Mr Page at Bay Cottages had a buyer pull out as Bay Cottages is shown in the flood area when local knowledge is that it has never flooded, even in 1968.

Mr Mason from the Environment Agency met with Messrs Hook and Delf following which he requested that the parish council inform him, backed up with evidence, of the properties that were and were not affected historically by flooding. It was agreed to look at this at the next meeting. The Clerk to invite parishioners who would have a clear memory of the 1968 flood to attend. Individuals identified were: Mrs Jill Turner, Mr John Crummett, Mr Geoffrey Penn, Mrs Pauline Brookes, Mr Lawrence Chapman, Mr Alan Page. Hard copies of the documentation to be supplied at the meeting and the Clerk will email soft copies to councillors in the meantime.

IN
IN

Inconsiderate parking

The Street

The Clerk had written to highways to ask them to consider the best solution to the matter and point out other problems in the Street.

Doctor's Surgery

The Clerk had informed the police of the problem around the doctor's surgery to NCC, they responded as follows:

*"Inconsiderate parking is difficult to address as it really is down to the individual drivers. In both your photographs, however, cars are parked on the footway. The **Highway Code - Section 123** says: You **MUST NOT** drive on or over a pavement, footpath or bridleway except to gain lawful access to property. Laws HA 1835 sect 72 & RTA sect 34. This means it is an offence to park on the footway and any driver doing so could be prosecuted by the police.*

If you ask the question of the police, they may well say they would need double yellow lines in place to take enforcement action but this is not true and you should quote the sections of the Laws - Highway Act and Road Traffic Act that I have written above.

We would be reluctant to put parking restrictions in a location such as this as it just moves the problem further along the road and can then create the same issues for residents who were previously unaffected.

The real issue is the unfortunate location of the surgery although, I appreciate, it has been here for many years."

Parking Old Market Way

As Mrs Ashford was not present, this matter was carried forward.

DA

School Involvement with parish council

Mr Moulton reported that the school had received a glowing Ofsted report. The Clerk to write to the head and congratulate them.

IN

Mr Moulton felt that the parish council should be more involved with school functions and possibly decide to set some money aside. Mr Delf proposed, Mr Turner seconded and it was unanimously agreed that the matter should be raised again at the meeting held to consider the precept.

IN

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General Power of Competence

ACTION

Mr Moulton proposed Mr Workman seconded and it was unanimously agreed that the parish council adopt the General Power of Competence as it meets the criteria set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. (Localism Act 2011 s 1-8.), namely that at the time of passing this resolution, 1) the total number of councillors elected at the last ordinary election, or subsequent by-election, must equal or exceed 2/3 of the total number of councillors and 2) that the Clerk is CILCA qualified including the section 7 of CILCA 2012.

Footpath Maintenance

As Mr Pointer was not present, this matter was carried forward – Mr Pointer to provide a quote.

DP

Alburgh Rd and Spring Lane Verges

The Clerk had contacted highways to bring this to their attention.

Bob Edwards the Highway Engineer had responded as follows:

“Verge erosion is a particularly sensitive issue especially when it occurs adjacent to somebody's property. Unfortunately, there is very little we can do to prevent it because we have a policy that we should not use kerbs in rural locations. I know that in the past, we might have erected hazard marker posts to discourage over-running but we now have a policy for reducing unnecessary signing and are only supposed to erect them to highlight a hazard. Where a one off incident has occurred, we can reconstruct the verges but there is little point doing this where a verge is regularly over-run because the topsoil gets scattered before it has a chance become grown over and anchored.

I appreciate this will be a disappointment to the Council but I hope it explains the difficulties we face with trying to resolve over running.”

Relocation of Queen's Head Recycling Unit

The Clerk had contacted SNC to endeavour to ascertain a timescale for glass being allowed in the green bins but nobody had been able to assist, so he had asked District Councillor Windridge to help, who had informed him the committee would be sitting early this week to consider the matter.

Mr Moulton reported that he had been informed that envelopes and glass would be allowed in the green wheelie bins from next spring. We await confirmation.

IN

Old Church Yard Moles

The Clerk had contacted the existing grass cutting contractor 3 times to obtain a response and will chase up again.

IN

Mr Hook reported that he had received adverse comments about the quality of the grass cutting in the church yard from a member of the Parochial Church Council and advised them to write to the Clerk. No such communication had been received. The Clerk reported that the first cut was very rough but subsequent cuts seemed to be much better.

Nobbs Lane Hedge

The Clerk had written to Mr Taylor to request a site meeting with Messrs Hook and Turner to look at the matter in more detail however Mr Taylor had responded to indicate that in the first instance he would rather talk to person cutting the hedge. Mr Hook suggested and it was agreed that the Clerk should write to Mr Taylor again to request a site meeting and point out that trees had been cut down as well as the hedge and that some of the hedge was not adjacent to land owned by the person cutting it down.

IN

Swan Meadow Footpath

The Clerk had contacted PROW on the matter to establish whether the fence has been put in the correct place and enquire if many decades of use had established the path's true

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location compared to the current position and also seek a site meeting. PROWs response did not result in a site meeting. It was agreed that the Clerk write again to clarify matters which PROW seemed to have misunderstood and state that it was essential that Mr Edwards of PROW meets with councillors..

ACTION

IN

Mr David Jackson was concerned to obtain access to the stream again. The Clerk indicated that the landowners had indicated that they would allow access in due course. Mr Hook added that he understood their intention was to provide a permissive agreement.

Long Stratton Area Action Plan - Preferred Options Consultation

Mr Hook said that a letter had been drafted to reiterate the parish council's views and in particular the effect of the increased traffic in Hempnall as a result of the potential 1800 to 2400 new houses in Long Stratton. It was agreed that this should be submitted by the Clerk in order to meet the consultation deadline of 26th July.

Mr Hook proposed, Mr Turner seconded and it was unanimously agreed that the Clerk should write to other local parish councils to support the comments made, specifically : Stoke Holy Cross, Shotesham, Brooke, Woodton, Hardwick & Shelton, Long Stratton, Saxlingham, Fritton, Morningthorpe, Topcroft. It was also agreed to seek the support of Richard Bacon MP, Murray Grey Alison Thomas and District Councillor Windridge. A meeting should be suggested between representatives of the parish councils to discuss the matter jointly.

IN

Correspondence

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

Various police crime summaries
The annual report on the work of Norfolk Police & Crime Commissioner's Independent Custody Visiting (ICV) Scheme
Changes to Hempnall Post Office
Norfolk and Suffolk Local Transport Body: Long List
Launch of Local Papers Fund - Eastern Daily Press
Proceeds of Crime Small projects fund for Greater Norwich Area vote online
South Norfolk Design Awards 2013
New vehicle activated sign
Volunteer Health Champion
Launch of 2013 Neighbourhood Fund
Meet the Police and Crime Commissioner
Making Space for Wildlife - Free course Sat 20 July

No further matters were raised form the above.

Items placed directly onto the parish notice boards were:

Notice/Agenda for parish council meeting 11th June 2013.
Notice/Agenda for parish council meeting 16th July 2013.
Show Norfolk On Show Poster

No further matters were raised form the above.

Website

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

Added Parish Council draft minutes of 21st May 2013.
Added Parish Council draft minutes of 11th June 2013.
Added Notice/Agenda for parish council meeting 11th June 2013.

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Added Notice/Agenda for parish council meeting 16th July 2013.
Added various planning application details
Added HPC Newsletter.
Added new pages and menus relating to Hempnall Bulk Buying Group
Added 2013 HPC Statutory Accounts
Added 2013 HPC Annual Report
Added 2013 Annual Return
Added Bridge Club Advert

ACTION

No further matters were raised from the above.

Correspondence from Parishioners

Items not covered under other headings are as follows:

Bridge in Hempnall

A request had been received to advertise the possibility of a Bridge club in Hempnall on the website. The Clerk had obliged on request of the chairman.

Financial Statements

Movements since last meeting

The Clerk presented the financial statement attached to these minutes showing the movements from 22nd May to 16 July 2013. The statement was in line with the annual budget. Mr Delf proposed, Mr Workman seconded and it was unanimously agreed that the statement be approved.

Parish Council Computer

The Clerk was authorised to spend up to £400 to replace the computer as the existing one was uneconomic to repair.

IN

Play Area & Playing Field

Mr Delf reported that the firework display for the school will take place on the playing field again this year.

Length of meetings

Mrs Allen had suggested that the length of parish council meetings was too long and should be restricted to 2 hours.

It was generally considered that a balance had to be struck between giving people adequate time to speak on a subject and the overall effect on the length of the meeting. Councillors considered that it was their duty to give due care and attention to matters of importance to the village.

Mr Delf noted that the wind turbine issue had been a major factor contributing to the extra time being spent at meetings.

Mr Hook stated that there were so many issues facing the village at the moment, thus circumstances were currently rather extreme. If meetings were to be shorter the alternative would be to have more meetings and over the last couple of years they had already doubled in number.

Mr Cunningham suggested that perhaps the agenda could be reordered to ensure new important matters were discussed earlier in the meeting.

Mr Delf felt that any councillor was free to leave the meeting at any time.

Mr Workman proposed, Mr Delf seconded that the matter be carried forward until Mrs Allen was present as she had asked for the matter to be placed on the agenda.

IN

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Items for Newsletter

The following items were identified for the next newsletter:

- Swan meadows
- Bridge club

ACTION

IN

Items for next meeting

- Clerk's salary review

IN

Date of next meeting

The next meeting (subject to receipt of applications) will be primarily planning at 7:30pm on Wednesday 21st August 2013. It was agreed to change this from the 13th August. The Clerk to make appropriate changes to website and hall bookings

IN

The next Parish Council main meeting will take place at 7.30pm on 10th September 2013.

There being no further business, the meeting was closed at 9:20pm.

Signed _____ Date 21st August 2013

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FINANCIAL STATEMENT

Presented to meeting on 16 July 2013

Current Account

(Payments)/Receipts since last meeting :		£
28/05/2013	Norse - Grass Cutting	(678.76)
28/05/2013	NRCC - Hermp Bulk Buying Group	(20.00)
11/06/2013	Eon - Electricity	(10.51)
11/06/2013	Stamps	(4.50)
11/06/2013	UK2 Webspace	(43.06)
10/05/2013	SNC	25.00
05/06/2013	NSIB Interest	7.43
11/06/2013	CGM (Norwich) Ltd - Grass cutting	(113.35)
14/06/2013	NPFA subs	(25.00)
17/06/2013	HMRC VAT refund	3,051.99
17/06/2013	tr c/a to BPA	(3,000.00)
	Information Commissioner - DPA	
15/06/2013	subs	(35.00)
12/07/2013	Eon - Electricity	(10.17)
	D Hook - Metselles Ltd - ink	
16/07/2013	Cartridges	(12.98)
16/07/2013	D Hook - non vatable expenses	(58.34)
	D Hook - Metselles Ltd - ink	
16/07/2013	Cartridges	(25.96)
16/07/2013	D Hook - Sainsburys - Paper	(7.60)
16/07/2013	D Hook - Sainsburys - DVDs	(11.98)
16/07/2013	D Hook - Hussey & Knights - photomontages	(171.96)
16/07/2013	D Hook - Homestead Nurseries - Oak Tree etc	(42.79)
16/07/2013	D Hook - other expenses non vatable	(76.20)
20/06/2013	tr BPA to C/a	920.00
01/07/2013	Clerk's salary etc	(912.84)
05/07/2013	NSIB Interest	7.19
		<u>(1,249.39)</u>
Closing Balance		<u>106.11</u>

Business Premium Account

(Payments)/Receipts since last meeting :		£
03/06/2013	interest	3.20
17/06/2013	tr c/a to BPA	3,000.00
20/06/2013	tr BPA to C/a	(920.00)
		<u>2,083.20</u>
Closing Balance		<u>35,167.68</u>