

HEMPNALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 21 March 2017 at 7:45pm at The Mill Centre

Present

Chairman Mr David Hook, Vice Chairman Mr Richard Delf, Mrs Liz Allen, Mr Roger Parker, Mr Peter Workman and the Clerk Mr Ian Nelson.

Members of the public present

Mr Andrew Driver, Mrs Sylvia Driver, Mrs Pauline Brookes, Mr Ian Cundy, Mrs Sylvia Cundy and Mr David Key

Apologies

Apologies were received from Mr Hamish Rose, Mr Mike Turner and Mr Stephen Burley.

Declarations of Interest

Mrs Allen & Mr Hook declared an interest in the item re the path near the Tennis courts

Minutes of the previous meeting

Mr Parker proposed, Mr Delf seconded and it was unanimously agreed the minutes of the meeting on 21 February 2017 be approved.

Public Participation

Comments made are recorded under the relevant sections below.

Matters arising from the Parish Meeting

Mr Hook proposed, Mr Delf seconded and it was unanimously agreed that the Clerk report the footpath sign matters raised at the parish meeting to NCC. IN

Mrs Allen proposed, Mr Parker seconded and it was unanimously agreed that the master stem of the ivy on trees around the playing field be inspected by Ian Smith and if appropriate the main stem of any ivy on them cut. IN

Mr Cundy and Mrs Allen reported continued illegal use of Long Lane by a yellow off-road motorbike. Parishioners were encouraged to report the matter using the 111 system at the time. The Clerk was asked to report the matter to the police including the use of those motorbikes on the road. IN

Planning Applications

New applications since the last meeting:

2017/0559 - Mrs S Hallsworth, 2 Roberts Close, Hempnall - Single storey rear and side extensions to semi-detached bungalow – Mr Delf proposed, Mr Parker seconded and it was unanimously agreed that the application be approved. IN

2017/0580 - Mr & Mrs Ward, Land West Of Springwood Lodge Barondale Lane Hempnall - Certificate of lawful use for change to leisure purposes and art studio shed, workshop shed and art storage shed – Mr Workman proposed, Mr Delf seconded and it was unanimously agreed that The Clerk should respond to SNC to report that we understand that two buildings that should have been removed under SNC order some years ago have not been. Re section 9 of the application, re the statement “The use began more than 10 years before the date of this application”, we have no evidence to support this claim by the applicant and therefore are unable to confirm the accuracy of the information IN

Applications approved since the last meeting:

2017/0231 - Mr & Mrs R Webb, Nelson House, The Street, Hempnall - External and internal alterations to dwelling and remove kitchen extension.

2017/0261 - Mr John Kelly, Three Feathers Lundy Green Hempnall - To install a wood burning stove with flue.

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Applications refused since the last meeting:

None.

Applications withdrawn since the last meeting:

None.

Designation Application - Hempnall War Memorial

The Clerk had circulated the email from Historic England's preliminary assessment. The Secretary of State for Culture, Media and Sport has decided to add Hempnall War Memorial to the List of Buildings of Special Architectural or Historic Interest. The memorial is now listed at Grade II.

If we consider that this decision has been wrongly made, we may contact the DCMS within 28 days (12 April) to request that the Secretary of State review the decision.

Mr Hook proposed, Mrs Allen seconded and it was unanimously agreed that the Clerk should write to approve the treatment.

IN

Matters arising from previous Parish Council meetings – completed

Parking in the Street

The Clerk had:

- Written to McColls;
- Asked the police to take an interest;
- Drafted a suitable article for the newsletter.

The Clerk had also written to NCC Highways re the possibility of yellow / white lines who responded as follows:

“Last year, our Traffic Management Programme was removed so I now have no way of funding Parking Restrictions, Weight Restrictions or Speed Limits. So there is no avenue for Highways to pursue this.

That said, double yellow lines in residential areas are challenging to deliver and our policy opposed their use in such situations.

Parish Councils can fund Waiting Restrictions (Double Yellow Lines) but there are significant costs to these. The scheme requires investigation and consultation before it can go to advert then to our Legal Team for a Traffic Regulation Order to be sealed. If a proposal is unchallenged, the costs can be around £4,000. However, it is possible that the School, the Shop and those who have no off-street parking would generate objections. If these objections cannot be resolved, it is possible the scheme would founder. Such investigations are cost abortive so the Parish would have to fund the investigation costs even if a resolution cannot be found.

My feeling is that such a scheme is likely to generate more ill feeling than is currently experienced by those who have their accesses blocked or partially blocked at present. Signs are privately available saying “Please keep access clear” and residents can fund white ‘H-bar’ markings in the highway if they wish. My advice would be to steer residents to these measures in the first instance.

In defence of the police, this is difficult behaviour for them to deal with because it sometimes only happens for a few minutes while somebody calls in to the shop. It is also, often, the case that cars are parked close to an access but not actually blocking it. In such an instance, if a resident is physically able to leave their access, no obstruction has occurred and the police will not take action.

I appreciate this is a sensitive subject but it is very difficult to resolve and we have had little success in the past. Sorry I am not able to help further.”

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Mrs Allen proposed, Mr Parker seconded and it was unanimously agreed that it was impractical for the parish council to proceed further and the Clerk should report the above to Mrs H Battye and suggest she proceeds with her white H bar.

IN

The Clerk reported that McColls' regional manager had responded and instructed staff in the shop to park away from the store. Various service issues in the store were also addressed.

Sponsorship thank you

The Clerk had written to Mr Spaul to thank him.

Dog Mess

The Clerk had drafted an article for the newsletter and written to parishioners who had expressed concern.

Community Governance Briefing Review

The Clerk had responded.

Playing Field / Village hall rental

The Clerk had issued invoices.

Budget/Precept 2017/18

The Clerk had informed SNC of the required precept.

Parish Meeting

The Clerk had sent out notices etc.

2016/1300 retrospective planning for 2 single sheds on land North West of Silver Green opposite Bramble Cottage.

The Clerk had informed the enforcement officer at SNC.

Anglian Bus Service 84 Reinstatement

The Clerk had placed an article in Outlook to make people aware

Matters arising from previous Parish Council meetings – awaiting others

Nobb's Lane Spur

Further forms are required to be completed. Mr Hook will co-ordinate.

DH

Playing Field Container

Mr Delf will seek some quotes for the container floor be concreted.

RD

Hugmore Pond

The Clerk had now been informed that the potential buyer was no longer interested It was agreed to wait until the property changed hands again before marketing the pond further.

Wildlife survey of the churchyard

We await the Wildlife Trust and the PCC.

DH

Parish Partnership Scheme – Application for SAM2

We have been successful in our application to the Parish Partnership Scheme which will fund 50% of the cost of a SAM2 unit. This leaves the parish council £1,525 to pay. The grant must be spent in 2017/18. Only when the Memorandum of Understanding is signed by the parish council and the Local Highway Engineer can the parish council order the SAM2 unit

Mr Delf proposed, Mr Parker seconded and it was unanimously agreed that the Clerk should order the SAM2 unit once the Memorandum of Understanding had been completed. The Clerk to complete the Memorandum.

IN
IN

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Hempnall Conservation Area Character appraisal

We await the draft conservation area appraisal from SNC.

IN

Local Council Award Scheme

The Clerk reported this was progressing.

IN

Matters arising from previous Parish Council meetings – for discussion

Play Area Project

Messrs Delf, Parker and Workman had met with Mr Hawes and the Clerk had provided the relevant financial information.

The quotes obtained were as follows:

£17,250 for the MUGA

£ 6,114 + VAT for site excavation

£ 4,536 + VAT for the surfacing

£ 1,500 for the hoops etc.

Total £29,400 against which funds held to date are £25,025 leaving £4,375 to raise.

£5,000 of the above can be held back as retention for 2 years after completion of the MUGA.

A deposit of c£7,500 is required.

Mr Workman proposed, Mr Delf seconded and it was unanimously agreed that Mr Delf would make arrangements with Mr Hawes to start the work and further fundraising would take place in the next two years to pay the extra amount. The Clerk to pay the deposit before 31 March 2017.

RD
IN

Playing Field Oak Tree

A site meeting to look for the location of the oak tree would take place at 10:30 22 March 2017.

ALL

Path between the tennis courts and the properties on Bungay Rd

A quote of £2,405.50 plus VAT had been obtained by Mrs Allen for an alternative solution. A site visit had been held with the contractor, Mrs Allen, Mr Workman and Mrs Brookes.

Mr Delf proposed, Mr Parker seconded and it was unanimously agreed that the quote be accepted. Mrs Allen to liaise with the contractor and the Clerk to pay the deposit.

LA
IN

Community Speed Watch

No report submitted.

SAM2 Report

No report submitted, however Mr Turner had emailed the latest results to councillors before the meeting.

Parish Council + Community Update from South Norfolk Police

Mr Burley to report at the next meeting.

SB

Footpath Maintenance

Mr Rose had taken up the matters with Highways and awaits a response.

HR

Mr Rose is obtaining quotes from Mr Tom Bird at Saxlingham to cut footpaths and to discover how the work is priced, e.g. per meter? The Clerk to follow up.

HR/IN

Mr Driver thanked whoever was responsible for reinstating a bridleway that had accidentally been ploughed up.

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ROSPA report on Play Area

Mr Delf is obtaining quotes from Mr John Ellis re the timber work on the play unit. RD

The bark is to be forked up in the spring. RD

Football Club Floodlights

The Clerk had received an email from the football club stating “*we have no plans to remove the floodlights. We have no finance to allow us to do this, and simply look to ensure they do not deteriorate to the point of collapse. It is, of course, possible that they may, at some time in the future, be brought back into use.*”

Mrs Allen proposed, Mr Workman seconded and it was unanimously agreed that the Clerk should confirm the football club had turned the power off, that the switch house was in good repair and the football club continued to cover the lights via their public liability insurance. IN

Mill Rd Sewers

Mr Burley was not present to report so the matter was carried forward. SB

Mrs Liz Allen explained that the visit from Cambridge based operatives reported at the last meeting had related to the fresh water meters not the sewer.

Correspondence

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

Various police crime summaries
Various planning applications
Relevant notices/agenda and minutes
Various emails from parishioners
Police and Crime Commissioner Meeting - 30 January 2017
Emergency road closure in the Parish of Hempnall - Burst water main Lundy Green
Historic England - Hempnall War Memorial: Invitation to comment on Consultation Report
No 84 Service in Hempnall – A Thomas intervention
CPRE Rights of Way Newsletter 3
Community governance review
Locality 'How to Keep it Local' Guide
The Plunkett Rural Co-operatives' Programme Call to Action
Various NALC Newsletters
Planning for All Conference - 2 March 2017
NALC Charter for Trees – tree wardens only
Norfolk Accident Rescue Service
Updated notification relating to Street naming and numbering
CPRE Norfolk Alert Bulletin
Use your voice, help us shape the Housing White Paper
Electoral Review of South Norfolk: Final Recommendations
Hempnall War Memorial: Notification of Designation Decision
Community Governance Review

No further matters were raised from the above.

Items placed directly onto the Parish notice boards were:

Relevant notices/agenda and minutes
NCC Community Learning Services
UK Power Networks posters x 3 – ways your council can help
NCC Mobile Library timetable

No further matters were raised from the above.

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Website

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

Added relevant notices/agenda and minutes
Added various planning application details
Added various papers to be tabled at meetings
Added NCC Mobile Library timetable
No further matters were raised from the above.

Correspondence from Parishioners

Car parked in village sign area

The Clerk had received an email reporting a car parked on the village sign area. It was agreed that generally the problem had reduced significantly and would continue to be monitored.

Financial Statements

Movements since last meeting

The Clerk presented the financial statement attached to these minutes showing the movements from 18 January to 21 March 2017. The statement was not materially out of line with the annual budget. Mr Delf proposed, Mrs Allen seconded and it was unanimously agreed that the statement be approved.

Vicarage garden door

Mr Hook reported that whilst Ian Smith had carried out the work on the churchyard he had uncovered a door (after removing Ivy) to the vicarage garden. The door is in good condition but needs to be treated and repaired.

The Clerk to investigate who owns the door.

IN

Items for next newsletter

- The Clerk apologised for the error in the last newsletter article re planning. It was agreed to print an addendum in Outlook.
- MUGA
- Oak tree

IN

Items for next meeting

- Appointment of Chair and other Officers
- Internal Audit
- Annual Accounts to 31/03/17
- Notice of expenses
- Insurance renewal
- Standing Orders Review
- Risk Assessment Review
- Declaration of Interests Review
- Action Plan

IN

Date of next meeting

The following meeting (subject to receipt of applications) will be primarily planning at 7:30pm on 18 April 2017, however if needed some other routine items to be dealt with.

IN

The next Parish Council main meeting will take place on 16 May 2017 at 7:30pm.

IN

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There being no further business, the meeting was closed at 9:57pm.

Signed _____ Date 16 May 2017

FINANCIAL STATEMENT

Presented to meeting on 21 March 2017

Current Account

(Payments)/Receipts since last meeting:		£
18/01/2017	Ian Smith Service - Churchyard trees etc.	(195.00)
18/01/2017	tr bpa to c/a	1,000.00
18/01/2017	Hempnall Village Hall - Hire	(668.00)
14/02/2017	CGM - grass cutting	(56.68)
11/02/2017	Eon - Streetlights electricity	(8.15)
21/02/2017	Mill Centre hire for 2017/18	(165.00)
17/02/2017	tr bpa to c/a	750.00
17/02/2017	Ian Nelson – stamps	(3.30)
17/02/2017	P C World Computer £399.99 net	(479.98)
23/02/2017	Norse Eastern Ltd - HPC Newsletter print	(48.00)
10/03/2017	CGM - grass cutting	(56.68)
11/03/2017	Eon - Streetlights electricity	(7.36)
14/02/2017	Hempnall Tennis club rental	175.00
06/03/2017	NSIB Interest	3.84
06/02/2017	NSIB Interest	4.25
		<u>244.94</u>
	Closing Balance	<u>609.62</u>

Business Premium Account

(Payments)/Receipts since last meeting:		£
18/01/2017	tr bpa to c/a	(1,000.00)
17/02/2017	tr bpa to c/a	(750.00)
		<u>(1,750.00)</u>
	Closing Balance	<u>68,333.13</u>