

HEMPNALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 18 July 2017 at 7:30pm at The Mill Centre

Present

Chairman Mr David Hook, Vice Chairman Mrs Liz Allen, Mr Stephen Burley, Mr Roger Parker, Mr Hamish Rose, Mr Mike Turner, Mr Peter Workman and the Clerk Mr Ian Nelson.

Members of the public present

Mr Steve Beckett (Hempnall Conservation Area appraisal only)

Apologies

Apologies were received from County and District Councillor Alison Thomas and Mr Richard Delf.

Declarations of Interest

Mrs Allen declared an interest in the conservation area appraisal.

Minutes of the previous meeting

Mr Workman proposed, Mr Parker seconded and it was unanimously agreed the minutes of the meeting on 20 June 2017 be approved.

Public Participation

There were none.

County/District Councillor update

There was no report as Mrs Alison Thomas had suffered a bereavement of a close family member.

Hempnall Conservation Area appraisal

Mr Steve Beckett, SNC Conservation Officer had prepared a draft appraisal for the Hempnall Conservation Area which he presented to the meeting. The major changes related to the proposed inclusion of the barns in Bussey's Loke and the "new" churchyard. There are several other small adjustments. It was requested that Mr Beckett ask for the consultation period to be extended to 21 September, which he agreed to investigate and report to the Clerk and supply the link to the report. The Clerk to notify councillors. Mr Beckett will arrange for public display of the plan in the village.

IN

Planning Applications

New applications since the last meeting:

2017/1557 - Mrs Hilary Battye, Forge Cottage, The Street, Hempnall - Insert roof light in outbuilding – Mr Burley proposed, Mr Workman seconded and it was unanimously agreed that the application be approved.

IN

2017/1593 - Mr & Mrs V Vrinten, 25 Alburgh Road Hempnall - Single storey gable & side extensions to dwelling – Mr Turner proposed, Mr Rose seconded and it was unanimously agreed that the application be approved.

IN

2017/1554 - Mr & Mrs D Dye, Corner Cottage Road Green Hempnall - Side two storey extension replacing existing single storey extension to form annex and first floor extension over existing single storey utility room to form bathroom at first floor – Mr Burley proposed, Mrs Allen seconded and it was unanimously agreed that the application be approved.

IN

Applications approved since the last meeting:

2017/1121 - Mr & Mrs Webb, Nelson House, The Street Hempnall - Proposed extension to dwelling.

2017/1171 - Mr & Mrs Webb, Nelson House, The Street Hempnall - Proposed extension to dwelling.

HEMPNALL PARISH COUNCIL

Applications refused since the last meeting:

2017/1048 - Mr Peter Moore Land North off Fairstead Lane Hempnall, Dwelling and garage.

Applications withdrawn since the last meeting:

None.

Proposed development and bypass at Long Stratton

The Clerk, Mr Hook and Mr Turner had attended the public meeting yesterday in Long Stratton.

Improvements to the Hempnall Crossroads are proposed as part of the Long Stratton Area Action Plan but as yet there is no agreement as to who is to pay for these alterations.

Mike Haslam, the planning consultant for the development, indicated if the development increased traffic by 20% the developer would pay 20% of the cost to improve the junction of A140/B1527 he seemed to indicate it would more likely be traffic lights rather than a roundabout.

The Clerk reported that SNC thought it would be useful to arrange a meeting where officers from the Council could update parish councillors on the progress so far and give an opportunity for to raise any questions. The Clerk had expressed interest on behalf of the parish council and awaited details. The Clerk to circulate when known.

IN

Matters arising from previous Parish Council meetings – completed

Parish Boundary review

The Clerk had written to state that we wish to retain the existing boundary.

Playing field spray

The field had been sprayed.

Overhanging hedge

The Clerk had visited Mr John & Mrs Joy Allen's to request their hedge be cut.

Statement of assurance and financial regulations review

The chairman and responsible financial officer had signed the statement of assurance and submitted it.

Internal Audit

The Clerk had thanked Mrs Franks and arranged payment.

Annual Accounts to 31/03/17

They had been signed by the Clerk as Responsible Financial Officer and Mr Hook as Chairman and published on the website.

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

Wildlife survey of the churchyard

We await the PCC.

DH

Local Council Award Scheme

The Clerk reported this was progressing.

IN

HEMPNALL PARISH COUNCIL

Playing Field Oak Tree

The tree will be placed in the tug-o-war area. It will be planted in November.

DH

Insurance renewal

The Clerk will increase the cover once the MUGA is in place.

IN

Matters arising from previous Parish Council meetings – for discussion

Parish Partnership Scheme – Application for SAM2

The Clerk had ordered the new SAM2 unit and delivery to Mr Turner is awaited.

MT

SAM2 Report

Mr Turner had emailed the latest results to councillors before the meeting giving the following details:

- SAM 2 stats from 4th July 17 to 14th July17 at the Mill Centre
- 85th percentile speed= 35.2mph
- average speeder= 39.1 mph
- MAX speed 65 MPH 4th July 10-45
- Total vehicle count =17302.

Community Speed Watch

Mr Burley will report the SAM2 information to the police as part of the community speed watch report.

SB

It was noted the police had been attending the village with speed guns and air tubes had been set on Mill Rd.

MUGA

Messrs Workman and Parker had marked out the site in accordance with the planning application. Construction was now well underway.

The Clerk to advertise the new facility in the next newsletter.

IN

Vicarage garden door

The Clerk had investigated who owns the door with Norwich Diocesan who has no record of it. He had now asked the PCC and awaited a response.

IN

Playing Field Trees

The Clerk reported Mr Smith had been unwell but he would obtain an update as to when the work might be done.

IN

Footpath Maintenance

Mrs Janette Franks had requested the parish council consider paying for maintenance. The Clerk had responded informing her of the current situation.

The Clerk had thanked Mr Allen for cutting Swan Meadow footpath.

Mr Rose to contact NCC to determine the date of the second cut this year and the proposed cut dates for 2018.

HR

Container / seat area - tidy up / protection of tree

The Clerk had written to the Football Club which had responded to confirm it would not place the goals in front of the seat provided by the parish council and would move the goals between cuts so the grass can be cut on an alternate basis. The Clerk read the football club's response to the meeting.

Mrs Allen proposed, Mr Workman seconded and it was unanimously agreed that a plan should be prepared with a view to repairing and moving the container or obtain a replacement and dispose of the old one. The Clerk to contact Mr Moulton for some quotes

IN

HEMPNALL PARISH COUNCIL

for a new and disposal of the old. Mr Delf to investigate the cost of repairs.

RD

The Clerk to respond to the football club.

IN

Parish Council + Community Update from South Norfolk Police

Mr Burley attended the meeting and asked for village crime statistics not to be combined with those of Long Stratton. The police explained they are required to use a national system to produce the report which does not allow the breakdown of data we requested.

Mr Burley reported that the police will act on data supplied by Speedwatch and SAM2 and are interested in vandalism incidents. They had already been involved with motorbikes using Long Lane illegally.

He had been informed the police's "shaping the future for 2020" involved reducing the number of PCSOs but increasing the number of full police officers.

The police had reported a recent increase in burglaries and advised parishioners to make sure doors and windows were locked on houses and sheds.

The police will also carry out free crime prevention surveys for the elderly.

They are also willing to support speed and highway issues.

The meetings will now be held on a quarterly basis.

Current issues can be followed on Twitter @southnorfolkpolice Twitter

ROSPA report on Play Area

The Clerk had circulated the ROSPA report prior to the meeting. In the absence of input from Mr Delf the matter was carried forward.

RD

Phone box

The Clerk reported he had chased BT as he had heard nothing since February. He had not had a response yet and would follow up.

IN

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
Weekly NorfolkALC Newsletters
Norfolk Voice May 2017
Public urged to stay alert - police chief
Norfolk Police - Police chief reassures public over 'critical' threat level
Invitation to Public Sector Show
Planning Enforcement Scrutiny Committee report
Consultation on the draft Guidelines for Recreation Provision in New Residential Developments SPD
Long Stratton Area Action Plan Invitation
NCC A140 Hempnall crossroads funding bid
RoSPA Play Safety Inspection Reports
SNC re Fly tipping
Information for upcoming Long Stratton public exhibition

No further matters were raised from the above.

HEMPNALL PARISH COUNCIL

Items placed directly onto the Parish notice boards were:

Relevant notices/agenda and minutes
Poster re Bottle Bank
Long Stratton Area Action Plan Invitation

No further matters were raised from the above.

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
Annual Accounts to 31/03/17
Link to NCC Interactive footpath map
Added Accounts 31/03/17
Added Annual return
Added variance analysis
Added CIL report

No further matters were raised from the above.

Correspondence from Parishioners

Speeding in Broaden Lane

Mr Paul Blyth wrote regarding the speed of traffic on Broaden Lane and the Speedwatch initiative. The Clerk had liaised with Mr Burley and responded appropriately.

Field Lane planning permission

A parishioner inquired as to whether planning permission had been sought for a development in field lane. The Clerk had responded giving details of applications and explaining how to search at SNC website.

Accidents on Bungay Rd bends

Mr Julian Clarke had supplied details and photos of crashes on the bends near The Street/Bungay Rd junction.

Financial Statements

Movements since last meeting

The Clerk presented the financial statement attached to these minutes showing the movements from 17 May to 18 July 2017. The statement was not materially out of line with the annual budget. Mr Burley proposed, Mr Parker seconded and it was unanimously agreed that the statement be approved.

Quarterly Budget Report

The Clerk presented the quarterly budget report showing the movements for the quarter ended 30 June 2017. Mrs Allen proposed, Mr Burley seconded and it was unanimously agreed that the statement be approved.

Clerk's Salary Review

Mr Turner proposed, Mrs Allen seconded and it was unanimously agreed the Clerk's salary be increased by 2% to take effect from 1st July 2017 his annual salary review date.

CPRE Norfolk Alliance meeting

Mr Hook will attend the meeting on 19 July and report back.

DH

HEMPNALL PARISH COUNCIL

Items for next newsletter

- MUGA – Fundraising help from young mums and dads would be appreciated
- Oak tree planting
- Cut hedges back
- Conservation area
- Speed of traffic Mill Rd / accident on Bungay Rd bend
- New parking

The Clerk to prepare and issue.

IN

Items for next meeting

- Speeding and road safety generally

IN

Date of next meeting

The following meeting (subject to receipt of applications) will be primarily planning at 7:30pm on 22 August 2017, however if needed some other routine items to be dealt with.

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The next Parish Council main meeting will take place on 19 September 2017 at 7:30pm.

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There being no further business, the meeting was closed at 9.26pm.

Signed _____ Date 22 August 2017

HEMPNALL PARISH COUNCIL

FINANCIAL STATEMENT

Presented to meeting on 18 July 2017

Current Account

(Payments)/Receipts since last meeting:		£
05/04/2017	NSBI	4.25
05/05/2017	NSBI	3.97
16/05/2017	M&JF Limited - Internal Audit	(84.00)
17/05/2017	Tr BPA to C/a	750.00
17/05/2017	I Nelson stamps	(21.28)
17/05/2017	Total defence security fee	(54.21)
17/05/2017	PC World - blank ink cartridge	(25.99)
17/05/2017	HMRC	(189.60)
17/05/2017	Delfs re timber and padlock	(442.12)
02/06/2017	Tr BPA to C/a	500.00
02/06/2017	Parish Ptp scheme - re SAM2	1,525.00
03/06/2017	Tr BPA to C/a	2,135.00
03/06/2017	Westcotec Ltd - SAM2	(3,660.00)
05/06/2017	NSBI	3.19
12/06/2017	Eon - Streetlight Electricity	(8.91)
14/06/2017	CGM - grass cutting	(56.68)
20/06/2017	tr bpa to c/a	1,000.00
30/06/2017	Ian Nelson Salary	(758.53)
30/06/2017	Ian Nelson admin exp	(64.00)
05/07/2017	NSBI	3.08
08/07/2017	Information Commissioner - DPA registration	(35.00)
11/07/2017	Eon - Streetlight Electricity	(8.62)
14/07/2017	CGM - grass cutting	(56.68)
18/07/2017	HMRC PAYE	(189.60)
18/07/2017	UK2 - 2 years website hosting	(171.36)
18/07/2017	I Nelson - stamps	(6.05)
18/07/2017	Playsafety Limited - ROSPA play area check	(100.80)
		<u>(8.94)</u>
Closing Balance		<u>89.80</u>

Business Premium Account

(Payments)/Receipts since last meeting:		£
17/05/2017	Tr BPA to C/a	(750.00)
02/06/2017	Tr BPA to C/a	(500.00)
03/06/2017	Tr BPA to C/a	(2,135.00)
20/06/2017	tr bpa to c/a	(1,000.00)
		<u>(4,385.00)</u>
Closing Balance		<u>61,648.13</u>