

**Minutes of the Mundford Parish Council Meeting  
Held at The Cricket Club, Mundford  
on Thursday 10<sup>th</sup> January 2019**

**PRESENT:**

Councillors J. Musgrove (Chairman) S. Eyres, D. Goodrham, J. Marston, D. Frost, T. Fox, B. Ellis, K Weight, N Enderby and Mrs S. King (Clerk to the Council)

There was 1 member of the public

**1. THE CHAIRMAN'S OPENING REMARKS**

The Chairman wished everyone a Happy New Year and welcomed them to the first meeting of 2019. The January 'Dates for your diary' has been issued out this week and this will be the last as 'The Mundford Messenger' will be issued from now on. We received notification from Breckland County Council in the form of an S106 Form for the two houses built behind the old Post Office. The money can be used for children's play areas and is for the amount of £2,800. This has been passed to the Village Hall to be used for the replacement of their swings within the play area as the Parish Council does not own any children's play areas.

**2. APOLOGIES OF ABSENCE**

None. Cllr Fabian Eagles arrived or part of the meeting only.

**3. ACCEPT AND SIGN THE MINUTES**

The minutes of the meeting held on 6<sup>th</sup> December 2018 were accepted as a true and accurate record, this was proposed by Cllr D Goodrham, seconded by Cllr K Weight and all agreed. The Chairman signed the minutes.

**4. TO RECEIVE DECLARATIONS OF INTEREST**

Cllr D Goodrham declared an interest in item 6.9.

**5. PUBLIC PARTICIPATION**

One member of the public attended to listen to the meeting. No participation.

**6. MATTERS ARISING**

**6.1 Outstanding Highway Matters**

- Pig Sty Lane – ditch and footbridge – We have received a response from Highways and they have admitted this is their responsibility to maintain. We are awaiting confirmation as to when this will be repaired and this will be chased again next week if necessary. (Subsequent to the meeting this has been amended to 'footbridge' only).
- Two new 'Pedestrian Crossing' signs have been installed on Swaffham Road near the bridge along with an additional '40 MPH' sign.
- We have chased Highways to get the red plastic barriers removed and repairs carried out on each side of Swaffham Road where the accidents occurred last year.
- One of the drains has been cleared on Swaffham Road.

**6.2 Village Footpaths and Verges – to discuss outstanding matters and actions taken**

- Culford House – hedge is overgrown and sharp thorns are present due to rose bush. Chairman J Musgrove will speak to the owner.
- Bowls Club – the area outside the bowls club is very muddy following the recent works completed by the Water Board. Chairman J Musgrove to speak to the Water Board.
- 17 St. Leonards Street – there is a broken kerb outside this property and an elderly gentleman had a fall because of this. This needs to be reported (reported on 15/01/19 along with another broken kerb outside 1 West Hall Road)

**6.3 Allotments – to discuss (if any) outstanding or future matters**

- Both allotments are now let.
- The shed roof is complete and the two water tanks have been purchased. Due to the weight of the tanks with water we need to purchase additional posts, gravel boards and concrete mix to make a platform for them to sit on. Total cost excluding labour around £100. This was proposed by Cllr S Eyres and seconded by Cllr T Fox. All agreed.

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- The shed needs to be divided into two sections for this to be used as storage. This will cost around £300 to £400. This was proposed by Cllr S Eyres and seconded by Chairman J Musgrove. All agreed. (Completed w/c 21<sup>st</sup> January 2019).

**6.4 Handyman/Gardener – update on outstanding and future projects**

We need to use a petrol driven vacuum for the Village Green as some of the Christmas Tree baubles were smashed. Bruce will complete this. A large part of the Cricket Club hedge has fallen into the road and will need to be rectified.

Money was allocated for the purchase of a tree for the 100<sup>th</sup> anniversary this year to be planted near the war memorial. Chairman J Musgrove to purchase the tree and Cllr F Eagle will arrange for this to be delivered. (Purchased following the meeting. Waiting for it to be delivered).

**6.5 History of Mundford Book - update**

We have sold 15 copies of the book plus 1 during the meeting. A further 4 have been requested.

**6.6 Village Notice Board**

We have applied for a Lottery Grant towards the cost of the new notice board. We will wait to hear back within the next 8 to 10 weeks.

**6.7 Parish Council Elections**

Breckland County Council will send out paperwork shortly. As a Parish Council we will need to know who intends on standing. The Parish Council meeting in May will need to be moved from the 2<sup>nd</sup> to the 9<sup>th</sup> due to the elections.

The Annual Parish meeting will be held in April.

**6.8 Bus Shelter – bill sticking signs**

‘No Bill Sticking’ sign has been supplied and will be added to the bus shelters. (Completed following the meeting).

**6.9 The Bowls Club Grant**

The paperwork for the Bowls Club Grant has been circulated and the Parish Council to offer a grant of £1,000. This was proposed by Chairman J Musgrove and seconded by Cllr S Eyres. All agreed.

**6.10 Flag Pole, Flag and Bins near War Memorial**

Hampshire Flag have a good variety of poles. The paperwork is to be reviewed by all Cllrs and discussed at the next meeting.

Chairman J Musgrove will look into the costing of a dual bin which is to be located near the war memorial.

**6.11 New Village Magazine ‘The Mundford Messenger’**

We are unable to provide a grant for the new magazine as there are no accounts for the past 12 months. Therefore, a loan will be provided and reviewed in 12 months’ time. A loan of £500 has been proposed by Chairman J Musgrove to enable printing of the first issue and this was seconded by Cllr T Fox. All agreed.

Cllr B Ellis to consider writing a short article for the new magazine on the history of Mundford. (16/01/19 Cllr B Ellis has written the article and submitted to the Editor).

**6.12 Grass Cutting Contract**

The grass needs to be cut up to the new Mundford signs on Thetford Road. Clerk to liaise with Will Smith to come and discuss whether this can be incorporated within the contract.

**7. CORRESPONDENCE – The Clerk / Chair will read out any outstanding correspondence that has not been previously circulated**

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An application has been received for a grant for the Village Hall. This will be added to the agenda for February.

**8. FINANCE**

**8.1 Payments and Cheques for the November invoices**

The following payments were authorised on Thursday 10<sup>th</sup> January. The cheques were signed by Chairman J Musgrove and Cllr D. Goodrham. This was proposed by Cllr T Fox and seconded by Cllr D Goodrham and all agreed.

It was proposed by Cllr S Eyres that any grant applications should be applied for before any work is carried out. This was seconded by Cllr T Fox and 4 agreed. It was then proposed by Cllr K Weight that it should remain how it is and was seconded by Cllr D Frost and 5 agreed. Therefore, this will remain unchanged.

Description	Amount
<b>Balance for December 2018</b> (minus the following direct debits)	<b>£12,245.29</b>
Opus Energy Parish Office Electric	£87.64
E-On Street Lights	£111.77
Everflow Water Rates	£14.68
XLN Telephone/Wifi Parish Office	£74.90
<b>Total Direct Debits</b>	<b>£288.99</b>
Receipts	Amount
Breckland Council Community Car Scheme	£315.00
Mundford Books x 5 sold in the office	£100.00
Mundford Books sold by Cllr B Ellis	£200.00
Allotment Payment	£15.00
<b>Total Income</b>	<b>£630.00</b>
Balance	Amount
After Direct Debits and Income	£12,586.30

Cheques	Description	Total
102295	Westcotec Street Lighting	£59.23
102296	Norfolk Parish Training and Support	£94.30
Cash	Mr J Musgrove – Parish heater	£60.00
102294	Rosemary Godfrey – Parish website	£240.00
Cash	Mr J Musgrove – Tree stake and Christmas cards	£9.99
102290	Mr B McIsaac Wages for Dec 16 hours plus £65.00 for expenses	£205.25
102291	Mrs S King Wages for Dec	£454.50
102292	Mrs A Shepherd CCS	£300.00
102297	HMRC Tax Return	£131.40
102293	The Mundford Messenger – 1 <sup>st</sup> loan payment	£500.00
102298	Mundford Cricket Club grant payment	£1,000
102299	Mundford Bowls Club grant payment	£1,000
<b>Total Cheques Paid</b>		<b>£4,054.67</b>

<b>Balance in Community Account</b>	<b>Total</b>
January 2019	£8,531.63
<b>Balance in Savings Account</b>	<b>Total</b>
January 2019	£15,829.85
<b>Balance for Miscellaneous Items</b>	<b>Total</b>
Chilzone	£1592.96
Outdoor Sports and Play	£996.50

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### 8.2 Web report for December

The following report has been received from Mrs Rosemary Godfrey

- There were 299 visitors in December

### 8.3 Parish Partnership Scheme - Update

A grant application has been submitted for the extension of the pathway along Swaffham Road near the bridge with drop kerbs each side. We are still waiting for a response.

### 8.4 2019-2020 Budget

Chairman J Musgrove circulated the budget for the Councillors to review individually. The Precept has not been increased for five years and Chairman J Musgrove proposed this should be increased to £32,400. This was seconded by Cllr S Eyres and 8 agreed. Form to be completed and sent with the new Precept amount.

## 9. PLANNING APPLICATIONS

Reference Number:	Address:	Date:	Description:	Outcome/Update:
3PL/2014/0970/A	Browns Kitchen	29/10/14	Business signs, 1 fascia sign, 1 projecting sign, 3 hoardings (retrospective)	Split decision
3PL/2018/0892/VAR	Mundford Poultry Farm, Cranwich Road	12/07/18	Amendments to 3PL/2007/1425/F as minor changes proposed to manager's house	Permission
3PL/2018/1224/F	Mundford Poultry Farm	18/09/18	Additional building to be added in place of old units	Undecided – decision to be made by 11/02/19
3PL/2018/1104/F	34 Swaffham Road	14/11/18	New detached garage and store	Permission
3AG/2018/0033/AG	Mundford Poultry Farm	12/11/18	Replacement ridge ventilation	No prior approval
3PL/2018/1473/EU	Quievek House, Cranwich Road	23/11/2018	Existing use of property as a dwelling	Undecided
3PL/2018/1478/HOU	67 Brecklands	26/11/2018	Single storey rear and side extensions, front porch, boarding to garage and render to existing dwelling walls	Undecided
3PL/2018/1555/HOU	4 The Brecklands	17/12/2018	Side extension to dwelling	Undecided

## 10. STREET LIGHTING

The street light on St. Leonards Road was completed after the meeting on the 6<sup>th</sup> December. However, the wrong lamp unit was installed. Westcotec are aware and will be replacing this when they are next in the area. An email has been sent to Westcotec regarding the time it has taken to install the street light. (Chaser email sent to Westcotec on 14/01/19).

Reported to Westcotec a street light needs to be replaced outside 71 Malsters Close.

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**11. REPORTS**

**11.1 District Cllr Mike Nairn**

The Emerging Local Plan has come back from the building inspector and there are red lines through a lot of it. It will be coming out for public consultation at the end of the month with a view to the amendments that they want to be incorporated. The main policies HOU4 and HOU5 the HOU4 directly affects Mundford. It needs to be seriously amended as they are looking to open up a chapter for a little bit more development. The weight of the Parish Council opinion is not to be given much precedence. This takes away localism. When it comes out at the end of the month please look at it carefully and give your opinions. Hopefully carry more weight to planning inspectors but taken 4.5 years to get to this point and get red lines through most of it. They want to put everything back to the 'National Planning Policy Framework' so in line with the whole of the UK. A developer can come in but not necessarily Mundford and we cannot stop it at the moment. Due to come into effect in May and by the 31<sup>st</sup> March it needs to be reviewed.

The grant is nearly all gone and doesn't look as if getting anything further. The business rate now down to Breckland and we retain about 40% locally and the rest go to the Treasury.

Currently we have 95% occupancy in all Let Properties. Some Commercial Properties will be disposed of by demolition, rebuild or sale.

The Precept is going up to around £4.99 for a Band D over a year.

**11.2 County Cllr Fabian Eagle**

The 'Pedestrian Crossing' signs were supposed to be 'Children Crossing' but due to the length of time it has taken for the signs to be installed it was decided that the current signs will remain.

**12. MEMBERS' MATTERS – items for agenda for next Month's meeting**

- The Village Hall grant
- Strimmer for Church

With nothing more to discuss the meeting closed at 9.06pm.

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_