

**Minutes
Mundford Parish Council Meeting**

Thursday 6th December 2007 at Mundford Primary School

Present: Mr M Eyles – Chairman, Mrs J Illsley - Clerk to the Council, Mr S Eyres, Mr T Fox, Mrs E Goad, Mr D Goodrum, Mr J Marston, Mrs A Sheppard, Mrs A Steward, Mr I Monson, 2 Community Police Officers, 5 members of the public and Miss K Dennis – Minutes Secretary.

1. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed those present including the Community Police Officers (CPOs) who were present to observe and thanked them for attending. He stated that it was with great sadness he had to report that since the last meeting, Mr Brian Edmunds, a friend and colleague had died. Mrs Edmunds had sent her thanks for all the support received during Brian's illness and for the donations received in the sum of £550.

2. APOLOGIES OF ABSENCE

Apologies of absence were received from Mrs Miles.

3. MINUTES OF PARISH COUNCIL MEETING ON 1st November 2007

Two amendments were made to the previous minutes; they were then agreed and signed as a true record.

4. DECLARATIONS OF INTEREST

None received.

5. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

A letter had been received from the Church Warden, which would be circulated in due course. The Chairman read the letter and the Church Warden, who was present, further outlined the issues relating to right of way to the church. He indicated that ongoing problems relating to the south east access could be exacerbated if permission was granted for a housing application on the south side of the church yard. The Church Warden has a comprehensive file detailing the issues and requested on behalf of the Parochial Church Council that the Parish Council assist the right of way legal bid. The Chairman indicated that the Parish Council had previously written to Breckland Council in relation to this however it was agreed to write again and that the matter was an issue for the Parish Council also.

6. MATTERS ARISING

6.1 Outstanding Highway Matters

The damaged tree at 55/56 Impson Way had been inspected by Highways – awaiting report. The inspector had also indicated that the area of land between Adeane Meadows and the Lammas was currently not owned by anyone.

Inspection of the drains in St Leonard's Street had been carried out twice. The Environmental Health Dept agreed that the problem stemmed from the dyke in Pig Sty Lane. The dyke requires clearing and lowering and to this end the Clerk was to inform Breckland Council of who owns the land either side of the dyke. It was reported that the drainage system is also affecting the football pitch.

The buddleia bush near the War Memorial had been trimmed but this had not resolved the issue. The remaining debris had also been left at the site. Mr Eyres agreed to clear the remains of the bush and make the area tidy. Mr Goodrum stated that Breckland should be informed that this work was not carried out efficiently and it was agreed the Clerk would report the matter.

The fire hydrant on the bridge had been repaired last week.

After further investigation it was reported that the bollards on the new development behind the Bowls Club, would be demountable thereby allowing emergency access.

6.2 Additional Street Lights

Quotations had been received in relation to new street lights along Swaffham Road.

Investigations had revealed that Norfolk County Council would not undertake the changes as the lights had previously been installed by the Parish Council and therefore belong to the Parish Council. Quotations indicated that to change all the lights and install more would be expensive and planning permission would be required. MHB Services Huntingdon had supplied a quote suggesting the replacement of all canopies which would project the light more effectively than those currently in place. They had also quoted for the maintenance of all the lighting within the Parish which would make a considerable saving on the current contractor. The Chairman proposed further investigations be made in relation to the current contract and this was agreed.

6.3 Public Toilets

Mr Marston reported that the Village Hall toilets are not for public use.

6.4 Mundford Litter

A new contract was currently being drawn up for the Litter Warden although it was stated she was aware of the changes. During the dark nights Ms Symonds boyfriend has taken up responsibility of assisting her. It was indicated that the trunk roads are not to be cleared by the Warden due to a health and safety issue. Any littering in these areas was to be reported to Serco.

6.5 Grass Cutting

Two new contractors had been contacted and a meeting arranged, however neither had attended the meeting. The Chairman indicated he was to meet an alternative contractor next week to obtain a quote.

6.6 Village Roundabout

A meeting had taken place earlier today to discuss the planting options on the roundabout and a list of planting options had been supplied. Mr Pearce from Highways had indicated that there were no height restrictions only those relating to visibility and therefore it was suggested three Silver Birches be planted. A licence has been in place to plant on the roundabout since 2004 however this needs to be renewed if trees are to be planted. It was stated that the licence would be granted providing the contractors had no problems with the request. It was agreed that the Clerk contact Serco with a copy to Mrs Steward and Mr Monson to progress the situation.

6.7 Parish Council Office

The Clerk had had her laptop repaired and donated it to the Parish Council, thereby negating the need to buy a new computer.

The Clerk would be working from home during the cold weather as the office was too cold and damp to work in. She indicated that no visitors had been received at the office and that a notice was in place at the office giving contact details. Further the answer machine message had been changed giving alternative contact details.

Mrs Shepherd proposed that the BT phone line in the office be disconnected to save money as the Clerk generally used her home line instead. This was seconded by Mr Fox and agreed unanimously.

It was suggested that the office be rented out as a source of income and it was agreed to discuss this further at the next meeting.

6.8 Lynford Road Junction

No further information available.

7. CORRESPONDENCE

A copy of a letter sent to Brown's Car Sales on the former Seletar garage site had been received confirming that planning permission was required for the caravan on the site as it was being used as a residential unit.

Caroline Whitmore, Community Police Office had written to the Council informing them of the Police Safer Neighbourhood Scheme and was also present at the meeting. The information would be circulated so that residents were aware how to make contact if required.

Norwich and Norfolk Voluntary Services had written requesting up to date information relating to the Parish Council members. The Clerk would complete and return the information.

A thank you letter had been received from the School Head-Mistress in relation to the bulbs donated by the Chairman. These were dwarf bulbs that would be too small to plant on the verges

In relation to Mr Edmunds death the Democratic Service at Breckland Council had sent a notice of vacancy which was to be completed and returned by the Clerk. It was indicated that notice of the vacancy would be displayed in the village.

8. FINANCES

8.1 Payments

The following payments were authorised and signed by Mr Eyles and Mr Eyres. Included was the EON payment for £190.75. It was noted that the grass cutting payment to Mr Jenkinson was the final payment.

Cheque No	Description	Total £
100867	A Jenkinson (grass cutting)	725.00
100868	Cllr Eyles travel and stationery	91.00
100869	Miss K Dennis (Minutes Secretary)	54.40
100870	EON Electricity Office	60.33
100871	Mrs J Illsley (Clerk Salary, Travel, Post & Stationery)	394.41
100872	Ms S Symonds – Litter Warden	60.00
100873	BT Office	74.15
100874	MRG & VHT	1500.00
100875	May Gurney Ltd – Street light replacement	1087.05

The cheque to Mundford Recreation Ground and Village Hall Trust was the remaining monies from the Youth Club account and had been donated for the play area. The Clerk indicated a further £39.13 had accumulated in interest and it was agreed that this should also be paid to MRG & VHT at the next meeting.

It was noted that the work to the street light was not complete but that May Gurney had invoiced for the work. The Clerk would investigate prior to sending the cheque.

8.2 Financial Matters

The mandates had been received in relation to the new signatories. The new signatories for all accounts were now: Mr M Eyles, Mr S Eyres and Mrs J Miles.

It was noted that new rates for the Clerk would come into force in April 2008 as would new mileage rates for Council Members.

9. PLANNING APPLICATIONS

3PL/2007/1382/F – MRG & VHT

No further information available.

3PL/2007/1425/F – Replacement poultry barns & replacement agricultural Manager's house
Ongoing.

3PL/2007/1603/O – Erection of two dwellings adjacent to No 2 Fir Close
No updates received.

3PL/2007/1795/F – Erection of dwelling and attached garage land adjacent Malabar Cottage, St Leonard's Street
Ongoing – representations being made.

10. NEW HIGHWAY MATTERS

Clerk to indicate concerns to Breckland in relation to the land outside 31 St Leonard's Street. Current building work has created ruts in the ground which it was hoped the builders would rectify prior to leaving the site.

Clerk to investigate whether Serco have carried out the last grass cut of the year as it was noted it required cutting and that the bulbs were starting to come through.

11. STREET LIGHTING

The damaged street light outside 20 Malsters Close had been replaced however the new light required further work as it was not yet connected to the supply and the old light was still in place.

The Clerk had reported two other lights that required attention.

12. **REPORTS**

MRG & VHT - minutes had been received and would be circulated to all members.

A letter and invoice had also been received in relation to the resurfacing of the village hall car park. It stated that a grant had been made by the Parish Council in 2004 for £3,500 in relation to this work. Mr Fox suggested the original details be investigated. The Clerk indicated that the accounts had not been marked up in relation to the commitment of these monies and would investigate further and report back. The Clerk would also write to the VHT to let them know the situation.

Stanta – Mr Fox volunteered to be the new representative and this was agreed.

School Governors – no report received yet.

Chairman's Report - the Chairman had attended a Local Government Review for Norfolk which outlined the plans in relation to unitary authority for Norfolk. There are a number of new proposals as the original plan had been dismissed as unviable. He indicated that it was possible that Parish Councils in the future would have more power and responsibility, being funded to provide public services. Mrs Steward added that Ipswich had not been granted unitary status even though originally it had been agreed to adopt a unitary council, this had implications for Norwich and it was uncertain if Norwich would be successful in its own bid. She indicated that a presentation had been given today within the Council and that the timetable was likely to change again.

District Councillor

Mrs Steward gave a brief overview of the Local Development Framework (LDF) which plans for future housing requirements and development within the area over the next 25 years. Documents in relation to this would be circulated by Mrs Steward and she stated comprehensive information was available on the council web site.

Currently the policies are being reviewed and updated and would take into account local people's views. Two members of the LDF team were to attend the Parish Council meeting in January to explain how the LDF would affect Mundford and to obtain local suggestions. The Chairman indicated that approximately 2 years ago a similar presentation had been held and a letter sent to Breckland outlining the views of the Parish Council at that time. The Clerk to find the letter and review prior to the next meeting.

Mrs Steward related that Thetford had been earmarked for 6,000 new homes and that £6 million had been granted to enable a review of the infrastructure.

There had been a reshuffle at the Council whereby Mrs Steward had been given additional responsibility for Environmental Health, which had been in her remit previously.

In relation to 106's it was stated that Breckland would be making tighter checks and revisiting planning applications.

County Councillor

Mr Monson indicated there was likely to be a small increase in Council Tax next year in the region of 4% as no additional funding had been available and the Council was to make savings of approximately £20 million. In light of this the road budgets would be cut by approximately 5% and waste collection would be reorganised by changing contracts relating to landfill sites. He stated that services relating to the elderly and social care would remain a priority.

Improvements to the A1065 should be underway.

The level crossing at Brandon was to be closed during the night in the near future, Mr Monson was unsure of the dates but the information could be obtained from the Council offices.

It was noted that lay-bys near Hilborough were being closed which could pose a health and safety risk as tractors were unable to pull-over and let traffic past.

13. **MEMBERS MATTERS**

It was agreed to invite Janet Bailey to the next Parish Council meeting to present her with a

Mundford Pride prize.

The training arranged for councillors had been cancelled at the last moment and the Clerk indicated that no reasons for the cancellation had been given. The Clerk would arrange an alternative date, preferably on a Monday evening.

It was reported that the bus shelter was dirty inside and out. The Clerk and Mrs Steward would investigate if cleaning the shelter was the responsibility of Serco.

The Clerk would write to 35 Malsters Close as the new residents were currently parking on the path.

The Clerk to ring Street Scene to report a broken truck outside 7 Wissey View, it has no wheels and looks as though it may have been abandoned. Mr Fox stated it was not legally safe to be on the road.

The residents of 28 The Lammas were to be written to as they were parking on the path.

It was unsure whether the leaves previously reported in Billy Emms Court as a problem, had been removed.

There being no further business the meeting closed at 9.13pm

The date of the next Parish Council meeting would be 3rd January 2008 at 7.30pm in the School Hall, Mundford Primary School

Chairman: _____ Clerk: _____

Date: _____