

**Minutes of the Meeting of Mundford Parish Council
Held at Mundford Primary School
On Thursday 5th November 2009**

Present:

Cllr. M Eyles, Chairman, Cllr J Goad, Cllr A Shepherd, Cllr D Goodrham, Cllr J Miles, Cllr C Weight, Cllr T Fox, Mrs F Brown (Clerk to the Council) and 7 members of the public.

1. The Chairman's Opening Remarks

The Chairman welcomed those present and introduced the new clerk Fran Brown who has now taken over as Clerk to the Council. He also invited Mrs J Illsley to come to join him while he presented her with a bouquet of flowers and a gift from the Parish Council for her dedication and hard work in her role as the Clerk for the past three years. Mrs Illsley thanked the Council for the gift and also wanted to say that she was very proud to have been part of such a dedicated Council, and that the Council had gone from strength to strength since her appointment three years ago and she will miss them. The Chairman declared the meeting open.

2. Apologies for Absence

County Cllr Ian Monson and Cllr S Eyres.

3. Minutes of the Parish Council Meeting on Thursday, 1st October, 2009.

The minutes were duly agreed and signed as a true record.

4. Declarations of Interest

None.

5. Meeting suspended for public participation

There was a question asked regarding why it is deemed necessary for the alleged proposal of a perimeter fence to be placed around the playground and to be locked at night. The Chairman advised this was a Village Hall matter, however Cllr Marston who is on the Village Hall committee advised the public on the issues surrounding the decision.

A resident was concerned over the amount of dog fouling, especially where he lives and asked what could be done about it. The Chairman did explain that there are more dog bins than ever around the village and the dog wardens contact details are always in the Connect every month. Cllr Goad asked if the resident had a video camera, and if so to record any dog fouling that he sees. If the owner of the dog that fouls is caught on camera then the warden will be able to prosecute.

6. Matters Arising:

6.1 Outstanding Highway Matters

White Lines on junction of Crown Road and A134

This is on Highways work schedule from 16/10/09, however this will not be completed until the weather improves as the paint does not stick to the surface when it is wet. It also depends when funds are available.

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Missing drain cover outside Bowls Club

A temporary cover has been placed there while a permanent cover is being ordered.

Tree at the entrance of Malsters Close.

Cllr Goad reported this has been completed.

Parking on Wissey View

At present this has been placed on the Highways 'wish list' due to their budget constraints. Unless there is significant evidence for the need of extra parking space then this is unlikely to go ahead.

Refurbishment of the Village Cricket Club Dyke

Letters were sent to the contractors who were unsuccessful in their bid. J L Landscapes are to begin work on 9th November 2009. This will therefore be discussed at the next meeting.

Bus services

An e-mail response from Karl Buffin from Norfolk County Council was circulated to the Councillors prior to the meeting. Mr Buffin mentioned that there was no possibility of the Konectbus 3 from Watton to Norwich extending to Mundford as it would require significant extra resources to provide this; he also listed the bus services already provided for Mundford. Mr Buffin wanted to know the residents view surrounding the bus services in Mundford and asked for a survey to be conducted. Therefore a note has been placed in the December issue of the Connect asking for residents views on this. To be discussed at the next meeting.

Dog and Litter Bins

Two new litter bins have now been erected with thanks to the Chairman. Cllr Goad asked why the litter bin next to the bench opposite the Malsters Close entrance had been placed there and not across the road on the pavement as he believed this would be a more beneficial place. The Chairman explained his reasons but also noted Cllr Goad's comments and advised that this should be monitored.

Bennett Development

Planning permission has been refused for the additional 4 dwellings. At present there is no new application. A short discussion took place.

Pigstye Lane Dyke

It was to the delight of the Council that Cllr Shepherd advised that the dyke had now been cleared. Part owners of the dyke helped to clear it but have stressed that a grill is needed to cover the area near to the entrance of Malsters. The Chairman advised he will look into this.

Brown's Garage

Cllr Fox discussed with the Council an e-mail that was sent by Sue Arnold, the planning enforcement assistant from Breckland Council to a local resident who was concerned over a recent car boot sale advertised by Brown's Car Sales. Sue Arnold stated that she had spoken to Mr Clayton of Brown's and he was thinking of

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cancelling the boot sale. It was also noted that the planning application for his burger van had still not been received and it was urgently required.

Employee contracts and job descriptions

It was discussed that the Council had to either formalise contracts for each employee of the Council or create job descriptions. The Chairman and the Clerk have agreed the Clerk's contract and this has been signed by both parties. Job descriptions have been given to both the gardener and the litter warden and have been signed by both parties.

Bulb planting

Cllr Shepherd explained that 12 people attended which was lower than last year but it was still very good. The areas of planting were discussed and the Chairman thanked Stefan in his absence for organising the planting.

Remembrance Day Service

The Chairman asked if anyone would like to attend the service in Ickburgh this year. The Chairman agreed to attend on the Council's behalf. A wreath is in the Parish office.

Breckland Pride Monitoring Forms and new bid

The Chairman had completed the monitoring form for the previous bid and completed a new form for monies towards the clearing of the cricket club dyke. Both forms have been sent to Breckland.

Stanta

A letter of thanks was sent to Stanta for the recent visit and a clarification of training times was asked for. The training dates have been sent to the newsletter.

Facilities for young people in Mundford

An article was sent to the newsletter asking young people for their comments. As yet there has been no response, however the newsletter has only just been delivered so it was decided that the matter should be discussed at the next meeting.

Stickers on the traffic lights

The stickers have all been removed.

7. Correspondence

E-mail correspondence was received from Richard Wills with regards to the proposed idea of a structure on the roundabout. The Chairman read out the e-mail which stated that the project was very unlikely to go ahead due to NCC's view that any sculpture could distract drivers and lead to more accidents. A compromise that NCC/Highways would offer is the addition of bedding plants to fill the void in the centre of the roundabout.

A letter was received from NCC regarding previous correspondence on a No Cold Calling Zone in Brecklands, Mundford. They asked the Parish Council's permission to install a No Cold Calling sign on column 33 in the Brecklands. The Council unanimously agreed. The Clerk to contact trading standards to arrange.

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A letter was received from Mott MacDonald for the Council to complete a feasibility study to consider the viability of implementing an electronic planning application management system to allow for the online submission and consultation of planning applications. The Chairman advised that the Clerk has filled in the study and sent this back.

An anonymous letter was sent to the Council. The content of the letter was read out by the Chairman, however it was decided that anonymous letters should be ignored by the Council.

A letter was received from Verena Blackaby, the secretary of the PCC, thanking the Parish Council for their donation of £2,000 towards the Church expenses and in particular the notice board.

A letter was read out from Breckland Council regarding the notification of the inspectors report on the LDF. The Clerk tried to download the report for the Council but was unable to so it was decided to send the information round in the next circulation.

8. Finance

The following payment was authorised by the Parish Council at the previous meeting enabling the new Clerk to purchase a laptop. The cheque was signed on 14th October 2009 by Cllrs M Eyles and S Eyres.

Cheque	Description	Total
101065	Anglia Computer Solutions	£ 529.00

The following payments were authorised at the meeting 5th Nov 2009 by the Parish Council and cheques signed by Cllrs M Eyles and J Miles.

Cheque	Description	Total
101066	Community Car Scheme	£ 250.00
101067	Litter Warden	£ 65.00
101068	J Illsley, salary and travel	£ 506.01
101069	Grass cutting	£ 50.00
101070	Gardner, travel and sundries	£ 131.20
101071	MHB services Street Light Main	£ 142.90
101072	Viking Direct Stationary	£ 31.36
101073	Norfolk Lowland Search & Rescue	£ 25.00
101074	Glasdon Litter bins	£ 830.76
101075	Shaws publications	£ 11.75
101076	Mrs F Brown, salary, travel & expenses	£ 403.18
101077	T T S R Ltd (grass cutting)	£ 312.55
101078	A Shepherd (gift for Mrs Illsley)	£ 82.02

8.1 Budget

The previous Clerk had circulated her recommendations for the precept and this was discussed briefly by the Council. The new Clerk had created a budget for the 2010/2011 financial year on estimations from the current year. The Clerk explained by use of the laptop how the figures were realised and advised the Council that if they

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wanted to keep the Council running as it is then a precept of £31,500 should be applied for which is the same as last year. It was also discussed that there are significant reserves in the Council accounts and that the Audit Commission have shown their concerns about this before. The Parish Council have wanted to put some money into a larger project for Mundford for a few years but as yet a project has not been forthcoming. The Chairman asked the Council for their thoughts on this. The Council agreed that consideration should be made for a project and the Chairman invited the Councillors to consider some options. The Chairman advised that the car park in the Village Hall is not large enough to accommodate the growing use of the Village Hall and suggested paying for the other grassed area to be covered with tarmac. Cllr Goad suggested the luncheon club for the over 60's could be re-opened as this was a valuable place for the over 60's to meet up once a week. Cllr Fox asked if the Swaffham bus could be re-instated with help from the Parish Council. With these three proposals in mind the Chairman suggested that more information was needed and the matter should be discussed at the next meeting once figures for the projects could be realised.

The Chairman asked the Council for a proposal for the precept. Cllr Goodrham proposed £31,500 and Cllr Fox seconded. The Clerk to forward this request to Breckland Council.

8.2 Grass Cutting contract for 2010

T T S R Ltd had submitted their grass cutting estimates for 2010. The estimate was for £761.25 which was marginally more than 2009. Cllr Fox asked if the estimate included the extra sites that had been needed to be cut over 2009 as well as the forthcoming clearance of the Cricket Club Dyke that will need to be regularly cut, as extra money has had to be made available for this. It was noted that the areas of cutting were the same as last year, so Cllr Fox suggested that TTSR quote for all the extras as well so that a decision could be made. The matter will be discussed at the next meeting. The Clerk to ask TTSR for a new estimate.

9. Planning Applications

- 3PL/2009/0691/F Land off St Leonard's Mead. This was refused 2nd Oct 2009
- 3PL/2009/0820/F 20 Swaffham Road. No decision received.
- 3PL/2009/0938/F Replacement of existing Parish Church Notice board. No objection was sent.

10. New Highway Matters

- The clerk is to report the privy hedge on the corner of Fir Close/A134 needs cutting as it is causing visibility problems for drivers.
- The clerk is to report flooding problems outside 33, Fir Close.
- There has been a request for a bench to be placed outside 35, Fir Close.
- There has been a complaint about a Volvo that is regularly parked opposite Brown's garage and is which could potentially cause problems for drivers approaching the roundabout. It was decided that the Clerk should contact Highways to ask them for reflective posts to be placed from the telephone exchange to the roundabout. This should help with safety and visibility issues. The Clerk was also asked to contact the owner of Browns to ask if his employee could refrain from parking there.

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- 22, Fir Close. Tarmac humps have been placed on the road by the owner of the property which is a safety hazard for cyclists. The matter had been previously reported.
- It has been noticed by the Council that electronic speed measurement signs have been placed on the A1065 and the A134. Cllr Goad explained that they would have been placed there by the Safety Camera Partnership. They are battery operated and can be easily reversed to monitor speed. Cllr Goad followed on to state that all villages in Norfolk will be monitored at some stage, and it was agreed by the Council that if speed is being monitored regularly then it can only be good for the village.

11. Street Lighting

- Cllr Eyres and Cllr Eyles were to check the lamp post outside 119 The Lammas and rub it down and repaint it, however the Chairman stated that he looked at a few posts along that road and they were all in the same condition so it was decided not to proceed with any work on them at this stage.
- Street light 9048 was reported as not working.

12. Reports

The Chairman reported that the Clerk was a Governor of the School and can therefore report on School matters. The Clerk advised that Ofsted are to visit the School at any time to complete their fifth inspection. The School is hopeful to come out of special measures. The fence along the A134 is still at the discussion stage due to many planning issues with Breckland.

- The District Councillor and County Councillor were not present and did not submit reports for the meeting.

13. Members' Matters

It was reported that the 'No smoking' signs in the bus shelters have been removed again. The Chairman advised that there could be a £2,000 fine given to the Council. Cllr Shepherd advised that she will look into the cost of replacing these and report this to the Clerk.

The Chairman stated that Standing Orders had not been discussed and updated for sometime. The Clerk advised the Chairman that new Standing Orders are in the process of being updated by NCC and will be available for the Council to download nearer to the end of the year. The Council can then adopt what Standing Orders apply to them.

Cllr Fox advised that he had had a complaint from a resident that on Saturday 10th September the music in the Village Hall was playing after 12am and asked the Council to look into this. The Chairman advised this was not a Council matter and that it should be reported to the Village Hall Committee. Cllr Marston did report that Ray the caretaker is very efficient in making sure the license is adhered to, so it would be very unlikely that music was played after this time. The Clerk is to send this report to the Village Hall Committee for their response.

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It was mentioned that the signs on the roundabout need looking at as concrete is loose.

There being no other business the meeting closed at 8.35p.m.

Chairman: _____ Date: _____

Clerk: _____ Date: _____