

**Minutes of the Mundford Parish Council Meeting  
Held at Mundford Primary School, Mundford  
on Thursday 6<sup>th</sup> January 2011**

**Present:**

Cllr. M Eyles, Chairman, Cllr S Eyres, Vice-Chairman, Cllr C Weight, Cllr D Goodrham, Cllr J Marston, Cllr A Shepherd, Cllr J Goad, Cllr T Fox, Mr L Pratt and Mrs F Brown (Clerk to the Council). Two members of the public attended. Sgt Simon Atherton and a colleague attended for a short time.

**1. The Chairman's opening remarks**

The Chairman welcomed those present to the meeting. He also welcomed Mr Leonard Pratt who was interviewed in between meetings and was co-opted on as position of Councillor due to the vacancy that had arisen since Councillor Miles had resigned.

**2. New Councillor to sign Declaration of Office Form**

Mr Pratt signed the Declaration of Office form and handed to the clerk his Notice of Interests form. The clerk gave him a copy of the current standing orders.

**3. Apologies of Absence**

A full Council attended, however Cllr Ian Monson had advised that he will arrive approximately 8pm.

**4. To accept Minutes of the Parish Council Meeting held on Thursday 2<sup>nd</sup> December**

They were duly accepted by the Council.

**5. Declarations of Interest**

Cllr Eyres declared an interest in the Agenda item Gritting due to his quotation given for concrete bases.

The Chairman welcomed Sgt Atherton and Andy to the meeting. They only confirmed that they could attend a few days before the meeting so the Council were unable to advertise that they were going to attend. He stated to the Council and the public that before he opened the meeting to the public that he would like to ask the Policeman to speak and then take questions.

Firstly, Sgt Atherton apologised for not being able to attend the October meeting due to training that he had to attend. He also apologised for the fact that until the clerk had contacted him last summer that he was unaware that Mundford was in his area of responsibility. He explained that he had been exercising speed enforcement along the A134 and A1065 for approximately 6 months and that he had asked Pete Riches, an ex-traffic officer that has now since retired to write a detailed report on improvements that could be made to reduce speed and increase safety in the area. The Chairman advised that the council had read the report and Highways have already stated that there will only be minor improvements.

The Chairman asked the Sergeant in his experience whether he thought our 'A' roads through the village were worse than others. Sergeant Atherton advised that even though he felt that the A1065 was no worse than any other road in the County, he was very concerned over the high level of speeds on the A134 from the pedestrian crossing out of Mundford. He stated that on the A1065 there were natural hazards

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that did help reduce speed, but due to engineering, on the A134 there is a visual temptation to 'put your foot down'. He was concerned that even though they had issued a number of fixed penalty tickets, the enforcement matter along is not enough to reduce the problem of excessive speed.

The Chairman asked what speeds were regularly being caught. The Sergeant advised that he used common sense with this and was a strong believer in education. If someone was caught a few mph over the limit they were cautioned but he did encounter a number of vehicles exceeding 50mph and in one instance a vehicle coming from the Kings Lynn direction doing 90mph, however he was caught in the 60mph zone so he had a lesser penalty. He went on to advise that Pete Riches, in his opinion, did not convey the problem with excessive speed as much as he would have liked.

The Chairman mentioned that he understood that it was their role to enforce and they had no jurisdiction in policy or engineering which was the role of the County Council. The Sergeant agreed and said without accident statistics to back it up there is little the Police could do. He added that he will continue to monitor the two 'A' roads and will continue the enforcement. He stated that they have working in Mundford a lot over the Christmas period on the drink drive campaign and both policemen agreed that due to the amount of vehicles exceeding the limit, Mundford is an excellent place to catch people so they can breathalyse them!

The Chairman asked if the recent cuts in public authority jobs has affected their dept. The Sergeant advised that their previous Superintendent streamlined the force locally so he is hopeful things should stay as they are for the near future.

He was asked what area their dept covers. He replied by saying that his three main bases are Wymondham, Swaffham and Acle. He came back to the issue of road policing and stated that when visiting Mundford and using the hand held device to record speed, he found that the A1065 was less of a problem and people's perception may be different. They have given out tickets for this stretch of road and also verbal warnings but the speed is lower than the A134. He mentioned the request for a pedestrian crossing along this road and advised that due to a back log of requests and financial pressure it is extremely unlikely that this would be considered.

Cllr Weight asked what the situation is to report cars on verges and grassed areas. The Sergeant stated that unless it was a safety issue then it is not a matter for the Police. However he was quick to point out that if the Council do consider it to be a safety issue then he would be happy to look at it.

The clerk asked if she should report near misses at the pedestrian crossing to them. There had been a few recently and due to the lack of statistics to help our cause for more safety implementations along the A134, it was thought that this may add pressure for results. The Sergeant advised that near misses even though they are relevant to the cause, are not Police matters. However, he did state that these should all be recorded and this could help the Council's cause with Highways. He added that SAM surveys would be beneficial to prove the speed problem, and Cllr Goad advised that these have already been done, with SAMS1 in February 2010 and again with SAMS2 in May 2010. Both showed that speed was within acceptable levels. It was discussed that this is mainly due to agricultural vehicles and HGV's reducing the average. Cllr Goad mentioned that the A1065 SAMS surveys also showed that the speed of vehicles along this road was at acceptable levels. The Sergeant was surprised

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at this, and Cllr Goad ended by saying that these surveys have now been cut so no further help will be on offer.

The Sergeant advised that he would be very happy to meet any of the council members or the public at the side of the road to show them the levels of speed he has been subject to.

The Sergeant's colleague shared the results so far with the council which included 85 fixed penalty notices and 130 other incidents which included stop search, MOT and insurance checks and cautions.

The Chairman thanked both the Policemen for attending and asked if they could continue in their enforcement of Mundford which they agreed to and report back to the council when necessary.

**6. Meeting suspended for Public Participation**

There were no questions from the public.

**7. Matters Arising**

**Outstanding Highway**

The Chairman read out a short e-mail to advise that the Rangers will be visiting Mundford in three weeks. The clerk then added what work they were likely to carry out and gave ideas of jobs that needed doing in the village. She asked the council members if they had any further jobs that needed doing so that she can collate a list as soon as possible.

**Anglian Water**

The Chairman stated that the work being initiated by Anglian Water along the A1065 is imminent and single file traffic will be apparent soon.

**Safety concerns with vehicles turning onto St Leonards St from A134**

The clerk asked the Police if they could visit the area on occasions so that they can see for themselves the problem with congestion. A PSCO attend on a few occasions at the end of November and did not find any significant problems but agreed to keep monitoring the area. As yet our PSCO has not come back with any further feedback at the present time. With the parking at the cricket club being reduced and the overflow car park being shut again on the village hall, parking has become an issue again. The zig zag lines should be extended in the spring which should help the situation but it was decided to keep this on the agenda until this has been completed.

**Missing Name Plates**

There is a missing name plate between 2-4 Malsters Close. The clerk has since reported this to Breckland and asked for a replacement. The clerk asked if anyone had noticed if other signs had disappeared as it was reported that a few men that came out of the pub before New Year had been seen with a 40mph sign. Cllr Goad advised that this was placed back.

**A1065 Swaffham Road/A134 Cranwich Road**

The Chairman read out an e-mail from Mr Groom that answered the question councillors asked him at the meeting with regards to countdown markers. Mundford

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is not classed as a high risk area and therefore these will not be sanctioned. A letter was read out, again from Mr Groom at Highways about the issue of the petition. It was pointed out that they had got the wrong location for the suggested pedestrian crossing and Cllr Goodrham advised that a letter should be sent to correct the situation to see whether they would consider a feasibility study on the area by the Lynford Hall turning. Cllr Goad stressed that there is good visibility in both directions and it would not be a good case for a pedestrian crossing, especially given the information that only 5-10 are considered every year out of 150.

Cllr Goodrham proposed that a letter should still be sent and this was seconded by Cllr Fox. It was also mentioned that the Scots Pine that is situated outside 30, Swaffham Road be asked to be cut back or taken away to improve visibility along this road. The clerk also suggested that a copy of the report should be sent to Mr Chegwiddden as he has taken the time to write to the council on a few occasions about the above issues. The council agreed.

**Maintaining the street scene and the public rights of way.**

The information had been previously circulated to council members and briefly discussed at the last meeting, however the Chairman read out some of the report again and asked for the council's views. There was a detailed discussion and the Chairman added to the discussion with information he had received at a meeting he attend last month held by Norfolk County Council. Cllr Fox added that the suggestions from NCC were looked into a few years ago and nothing came of it. The matter of insurance was also raised with doubt and uncertainty.

It was agreed that due to the lack of information and the future being so unclear the council should not reply to the letter at this time.

**The Big Conversation**

The Chairman attended a meeting in December at the EcoTech centre in Swaffham. He explained the attendance was poor and the information given was not helpful. Overall the meeting was very ineffective. It was mentioned that only 1% of Parish & Town Councils has attended these meetings.

**Mole Hills**

The clerk has spoken to Icen Pest Control and the subscription will start from next month. A copy of their liability insurance has been asked for. Mole Hills have been identified and reported to him so hopefully the situation should improve soon. It was mentioned that Mr Walker should be contacted so that the moles can be dealt with on his land as well. The clerk will contact Mr Walker.

**Littering and Anti-social behaviour**

The Chairman advised that he had spoken to Terry Scott from Breckland with regards to the problems of litter in Pig Stye Lane along with information from witnesses for him to contact. He added that he observed a team member of Serco in Pig Stye Lane clearing rubbish and approached him. He acknowledged there was a big problem in the area and once the Chairman gave him a background of the situation he agreed to write a report to Breckland. The Chairman also advised the council the difficulty that the litter warden faces each week and there was short discussion on whether her hours

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should be increased. No decision was made as it was thought best to see what happens at Breckland first, but it was decided to add it to the Agenda next month.

Cllr Weight advised that there was a problem of litter on the West Tofts Road and it was suggested another litter pick was a good idea. The clerk advised that there was a lot of debris at the side of the Parish Office that could be cleared as well. The clerk will arrange the friends of the village to complete the work shortly.

**Gritting in Mundford**

A letter was sent to Mr Groom at Highways asking for Mundford to be recommended for gritting through the village due to the bad news that Mundford was not placed on the list this year. No reply has been received as yet. Cllr Fox requested to speak to Cllr Monson which was granted. He stressed his disappointment of Mundford not being on the gritting list again this winter and that it won't even be discussed until the spring. He asked why this was not granted seeing as Cllr Monson was so positive about it last year....Cllr Monson advised that this matter was high priority last summer, and he had even asked if another area could not be gritted so that Mundford could be placed on the list instead. He almost got agreement, but when the maps were completed Mundford was not on the list. In fact there is little change to last year and no more extra gritting will be allowed, and had to cut down in some places. Cllr Monson has now spoken with engineers and he is more optimistic even though there are more strict guidelines.

He was asked with a prolonged cold spell how long it is before they grit all the roads. Basically other routes won't get done and Highways are cautious they will run out of grit. Cllr Monson stated that there were no promises but he is meeting up with Paul Groom from Highways in 10 days time to discuss the issues again. However he was quick to add that pot holes are appearing all around the county and NCC are fearful of money as more pot holes will reveal themselves soon which is not good news for budgets.

Cllr Fox pointed out that we have ordered some grit bins now which will alleviate the problem but he hoped that Cllr Monson will fight very hard for Mundford when he sees Mr Groom. The Chairman added that with the fact of Mundford being on a bus route, we have a Retirement Home and a school why are we not on a higher risk category and what criteria was needed if the above was not enough. He explained the route on which the grit lorry could go to help as much as possible.

Cllr Monson understood the issues and agreed to talk to Mr Groom to fight our cause. He will give feedback at the next meeting.

The Chairman focussed on the matter of grit bins. Six have been ordered and the locations have been agreed. The Chairman asked to discuss the concrete bases and the clerk had sought three quotations for the work. Cllr Eyres who was one of those who submitted a tender left the room while the quotes were discussed. There was a short discussion over each tender and it was finally proposed by Cllr Shepherd that Mr Stefan Eyres should complete the work. This was seconded by Cllrs Goad and Pratt. All councillors were in agreement. Cllr Eyres was invited back into the room and the decision was announced. Cllr Eyres thanked the council and advised he will try and complete the work within the next two or three weeks. Cllr Goodrham advised that he had had a request for a grit bin in Brecklands. The issue was that Highways does not like to place them in residential areas due to the possibility that

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people could use the grit for their own driveways. It was also pointed out that there didn't seem to be a suitable place to stand the grit bin.

The policy for gritting which was received from NALC was circulated prior to the meeting. There was a detailed discussion on this as it seemed that if the council ask for volunteers to spray the grit along the paths then these volunteers need to have suitable training and equipment to do this. There were a few more issues with regards to this, some that were unclear. It was agreed however that volunteers should be sought through the newsletter and if enough come forward then steps can be put in place. The clerk will advertise this in the newsletter and report back at the next meeting.

**Community Car Scheme**

The clerk was now in receipt of the notification details from the Data Protection Act. Mrs Apps-Green from Breckland had advised that she is waiting to hear from Cllr Shepherd on when the CRB forms can be signed off. Once the CRB checks have been completed the clerk is to see each driver individually and go through a check list. This is then kept on file and any personal information is left with the driver. This will have to be done once a year which is a big undertaking.

**Elections 2011**

It was discussed that as the Election is to take place on the 5<sup>th</sup> May which should be the date of the Parish Council meeting, another date for the meeting needs to be decided. There was a short discussion over this and it was decided that the clerk should choose a date and notify the council at the next meeting.

**Resignation of Gardener**

The Chairman has resigned from the position and wanted to know if the council would like to advertise the position again. Cllr Eyres asked if we could go back to asking people to look after the tubs by watering and weeding them if the council provided the plants and flowers. The Chairman stated that when this happened last time the plants died and the tubs looked unsightly as they need a lot of attention especially in dry weather. It was agreed that the position should be advertised and if no-one comes forward then further discussion could take place on the matter at a future meeting.

**8. Correspondence**

An invitation was read out from Norfolk Police to attend a meeting to discuss the Police budget.

An e-mail was read out about the Breckland Pride Awards and there was a short discussion about this.

**9. Finance**

The following payments were authorised at the meeting, 6<sup>th</sup> January, 2011 by the Parish Council and cheques signed by Cllrs M Eyles and S Eyres.

<b>Cheque</b>	<b>Description</b>	<b>Total</b>
101216	Mrs A Shepherd (Community Car Scheme)	£ 250.00
101217	J Hubble (Litter Warden)	£ 45.50

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101218	Eon – Parish Office	£ 22.98
101219	Mrs F Brown (Sal/Sundries/Post/Tel/)	£ 620.37
101220	Denman’s Travel (Bus Contract)	£ 120.00
101221	MHB Street Light Contract	£ 146.01
101222	Iceni Pest Control	£ 58.75
101223	Mr D Freeman (Bus Shelter cleaning)	£ 60.00
101224	Barry Carter (Roof Specialist)	£ 800.00
101225	Glasdon Uk Ltd (Grit Bins)	£ 1178.76
101226	M Thorogood & Son (plumber)	£ 102.00

The Chairman stated that a third signatory needs to be decided due to Cllr Miles retiring from the position. Cllr Shepherd put her name forward to be a signatory. This was then proposed by Cllr Goad and seconded by Cllr Marston. All members will in favour. The clerk will discuss the matter with Cllr Shepherd so that the appropriate forms are filled in.

The clerk also asked if a member of the council could look at the accounts as part of the internal audit. Cllr Eyres agreed to do this. The clerk will arrange a time for this to be done.

During the last month the roof was replaced on the Parish Office and it was discovered that there was a burst pipe in the toilet. An emergency plumber had to be obtained so there was no time to ask for quotations for the work. The council all agreed that this was acceptable.

**9.1 Website**

The Chairman pointed out that the clerk was not happy with the first draft. She has asked ACS to look at designing the front page with more colour and expression. The Chairman gave the council website address that the clerk would like the front page to look similar to.

**10. Planning Applications**

**3PL/2010/0643/D** 5, Swaffham Road – Erection of a 2 storey dwelling & detached garage. Objection sent to a two-storey dwelling. The clerk has not received anything from Breckland about the status of this application. The Chairman and clerk observed the application online and it was seen as permission granted with reserved matters. Cllr Fox added some relevant information. The clerk will e-mail Breckland to ask more questions to clarify the situation.

**3PL/2010/0877/F** 26, Adeane Meadow. Proposed single storey rear extension, double storey side extension detached garage and front porch. This was refused.

**3PL/2010/1178/F** Browns Car Sales – Variation of conditions 2 (alts to external fenestration & include all of building) & 5 re hours from pp **3PL/2010/0591**- No objections were sent.

**3PL/2010/1245/F** 26, Adeane Meadow. Proposed single storey side, rear extension, porch & detached garage. No objections sent.

**3PL/2010/1176/F** 22, Swaffham Road. Erection of boundary wall to front of property (retrospective). Circulating to council.

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**11. Street Lighting**

Cllr Weight reported that No52 on the A134 which was reported previously as it was on all day has been attended to but is now not working at all.

**12. Reports**

Cllr Monson started with the Big Conversation and the proposed cuts. There is only a few days left for comments.

As Cllr Steward was not present he discussed matters from Breckland that were relevant.

Finally he wanted to discuss the matter of bus services for Mundford. He has been given some proposals that he had to speak to the Parish Council about. He announced that the No25 bus on a Saturday that travels to Norwich is not sustainable and is likely to disappear by April 2011, however it is possible that a bus could travel through Mundford to Norwich on a Wednesday. The Watton bus on a Wednesday is likely to be withdrawn and a Wednesday bus to Norwich may mean a stop in Watton for those who want it. The Saturday bus to Kings Lynn may also be withdrawn, but there will be a bus during the week. Cllr Monson stated that it is due to Mundford's geographical position that we have so many issues with bus services. At the present time he is sounding it out with the council so nothing is definite. There was a short discussion but it was agreed that it was important to keep a Saturday service and it was asked of Cllr Monson to help support this.

**Village Hall**

Cllr Marston stated that a service agreement had been drawn up for the caretaker but as yet he has not signed it.

**School**

The clerk advised there is a Governor's meeting on Wednesday to discuss the Headteacher appointment.

**13. Members' Matters**

A grassed area in Impson Way was a matter of concern as there is a van that often parks on the verge which has created mud tracks and is very unsightly. It was suggested that if the van continues to park there then a note should be sent to their employers asking for them to ask their employer to move their van onto their drive or re-furbish the verge. It was also suggested that Highways could be contacted to ask for their advice on what obstructions could be put in place so that vehicles cannot park there. If the problem persists it may be prudent to contact the Police for them to deal with it as it is also a safety issue. Cllr Weight advised he will retrieve the reg number and give this to the clerk.

Cllr Eyres asked if the council would prefer to use slabs on top of a smaller concrete base for the grit bin to save money. The Chairman stated that this matter had already been agreed on but thanked Cllr Eyres for the suggestion.

The Chairman asked why the notice board had not been fixed. The clerk explained that due to the cold and wet weather any stain that was put onto the board could potentially peel. It was better to wait until better weather. He has however brought new locks and will replace these shortly along with drilling holes for air flow.

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Cllr Goodrham asked the Chairman why he mentioned the council budget and potential shortfalls at the Village Hall meeting when the council agreed that this would be on an individual basis and no benefactors need to be told. The Chairman discussed the situation at the meeting and advised that he took this on board.

With nothing more to discuss, the meeting closed at 9.42pm

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

Clerk: \_\_\_\_\_ Date: \_\_\_\_\_