

**Minutes of the Mundford Parish Council Meeting
Held at The Coach House, Mundford
on Thursday 4th August 2011**

Present:

Cllr S Eyres, Chairman, Cllr J Goad, Vice-Chairman, Cllr C Weight, Cllr D Goodrham, Cllr J Marston, Cllr A Shepherd, Cllr J Burton, Cllr T Fox, District Councillor Ann Steward and Mrs F Brown (Clerk to the Council). There were seven members of the public.

1. The Chairman's opening remarks

The Chairman opened the meeting.

2. Apologies of Absence

Cllr Pratt apologised in advance as he was on holiday, this was duly accepted by the Council. County Councillor Monson gave his apologies as he was attending another meeting in Norwich. District Councillor Steward had confirmed she will be attending but will not arrive until 8 o'clock.

3. To accept Minutes of the Annual Parish Council Meeting held on Thursday 4th August 2011

The Minutes were duly accepted by the Council as a true record.

4. Declarations on Interest

None.

5. Mundford Pride Scheme

Mr & Mrs Yates were asked to attend by the Council to receive their award due to their hard work and dedication with the Junior Cricket team. The Chairman explained why they were recognised for this scheme and awarded them the cheque and trophy. There was a round of applause.

6. Meeting suspended for public participation

There were no comments from the public.

7. Matters Arising

Outstanding Highway

The clerk had put together a list for the rangers and this was read out. There were some amendments including adding a pot hole on the footpath opposite the Bowls Club. The Clerk mentioned that the barrier between Impson Way and Adeane Meadow had been looked at by highways. A fence had been taken down by the barrier some time ago and Highways were hopeful to find out who owned the land so that they could attend to the area. Cllr Goodrham kindly offered to find out this information and notify the clerk. The sign on the roundabout that was damaged has now been re-positioned. The safety railings on the turning of Lynford Rd had been reported before the clerk had reported them in early July. This will be done within 8 to 12 weeks. The 40mph limit sign that has been obscured by overhanging trees is on the list to be dealt with. The planted area between Lawrence Close and Adeane Meadow was discussed as Highways claim no responsibility for this. The Council

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discussed the possibility of clearing the area, and the gardener was suggested for this job.

The clerk showed the committee a picture of the area and it was proposed by Cllr Fox that the gardener should clear this area. It was seconded by Cllr Shepherd and all were in favour. The gardener was present at the meeting and agreed to help in any way he could. The Chairman thanked the gardener and also expressed that there had been a lot of nice comments about the tubs and the new flower bed by the roundabout. This was supported by the rest of the committee. It was mentioned that a lady from the Methwold in Bloom committee had also commented on how lovely the village was looking.

The Chairman asked the gardener if he had attended to the litter bin outside the bowls club. The gardener advised that the concrete base was not very secure but this will be attended to when he has more time. The litter bin is safe to use.

At the previous meeting the matter of the public footpath that has been blocked for some time beside 31 Wissey View was discussed. The clerk advised that Highways are not responsible for this footpath and suggested that Flagship Housing were contacted. The clerk has now agreed a meeting with them on 5th August and asked the council their views on the subject. After a short discussion it was proposed by Cllr Fox that the residents of the bungalows that use the footpath should be consulted and if they are happy for the footpath to be left alone then that should be the decision. However, if they prefer for the footpath to be opened then further investigation should be sought. This was seconded by Cllr Marston, and all were in favour.

Safety concerns with vehicles turning onto St Leonards St from A134

The zig zags outside the school have now been extended. The Council have made much progress with this issue so agreed now to take this off the agenda.

A1065 Swaffham Road/A134 Cranwich Road

NCC contacted the clerk to ask if it was possible to obtain potential dates from the committee for a September meeting as August was difficult for them due to staff shortages. There was a short discussion and it was decided to go back to them asking for them to confirm a date and those that can attend will.

Littering and Anti-social behaviour

Keith Fuller, the Enforcement Officer from Breckland has advised the clerk that the police are at present going through the relevant channels to help the gentleman litterer. However, he is still littering and the Chairman stressed that he had seen him drop litter in Pig Sty Lane. Mr Fuller and Jo the Litter Warden had set up a meeting in Mundford today but this was cancelled due to the bad weather, it has been re-arranged for Thursday 11th August. The clerk will update the Council at the next meeting.

Bowls Club Parking

There has been no reply from the Bowls club from the two letters the Council have sent. Cllr Marston mentioned that he will speak with someone from the Bowls Club about the matter of parking along West Hall Road.

Bus Services

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Denman's Travel continue to provide our services but have not given any longer-term reassurances to the Council at this time. Cllr Monson was not present at the meeting so no updates could be sought. The clerk will endeavour to find out this information for the next meeting.

School Fence

Mr Rolph, the Chairman of Governors has advised that the contractor has been delayed, so the fence will be replaced at the start of the Autumn term.

Community Car Scheme

A letter was received from Breckland, and instead of reading out the whole letter, Cllr Shepherd was asked to outline details. In effect, Breckland have agreed the mileage rate and this will have no financial impact on the Parish Council. Cllr Goodrham suggested taking this off the agenda now the issue has been resolved. This was agreed.

The Big Conversation

The clerk has booked a presentation with Paul Groom, from Highways before our October meeting to commence at 6.45pm at the Primary School. The Chairman mentioned that Cllr Burton was keen on putting together a sub-committee to gain knowledge of this issue. Cllr Burton also mentioned that he had attended the summer conference ran by NALC and he gave information that he had required regarding the Audit Commission and The Localism Bill. He advised that there were 63 parish councils represented which equated to over 100 delegates that attended. His main topic for discussion was the Localism Bill and the fact that local parish councils will have more say than they do now, with the ability of challenging District and County Council on how they are spending our money. Cllr Burton thought it would be a good idea to make sure the council is up to speed with developments.

The Chairman asked for the committee's thoughts on the matter of a sub-committee. Cllr Shepherd suggested that this should be placed on the Agenda after the October presentation. Cllr Burton felt it would be wiser to have a sub-committee before the presentation so that they know what questions to ask. Cllr Goad mentioned that it was hard to pre-empt what is going to be said at the presentation. There was more discussion, and finally Cllr Fox suggested due to the uncertainty of the whole issue, it would be preferable to see what Highways have to say at the presentation first. The Chairman asked if this was agreeable to everyone and it was decided that this matter be placed on the agenda after the presentation.

Licences

The areas to be licensed that were decided upon at the previous meeting have been given to Highways for approval. Permission has been given to plant around the benches. The Chairman asked if everyone was happy to agree the amount of bulbs to be bought for the planting in October. This was agreed and it was proposed by the Chairman that £200, which is £100 of daffodils and £100 of crocuses should be bought which was the same as last year. This was seconded by Cllr Goodrham and all were in favour. The clerk asked if a date should be set for the planting so this can be placed in the newsletter. It was decided upon Saturday 15th October at 10am to meet

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outside the Parish Office. The clerk will place this in the newsletter as well as asking for any donations of bulbs.

Parish Office

The clerk wrote to the village hall and advised they could store their archive boxes at the parish office. It was also made clear that the Parish Council claim no responsibility for the goods and that if the Council decided to rent or sell the office then the goods will need to be removed. A representative of the hall has spoken to the clerk with their thanks and understood the situation. The boxes will be placed in the office shortly.

Training

The training date is set for Tuesday 13th September to commence at 7pm from the Cricket Club. Cllr Burton is unable to attend.

Village Sign

The Chairman has spoken with a local builder John Dixon and he has quoted approximately £100 to fix the base of the sign. There was a short discussion and it was then proposed by Cllr Fox that he should be asked to fix the base as soon as possible. This was seconded by Cllr Shepherd and all were in favour. The Chairman will speak with Mr Dixon.

Overhanging Trees

The tree overhanging the street light in the Brecklands has now been cut back. The trees outside 1, Lawrence Close have been taken down completely and this has made a huge difference. Even though the situation has much improved there is still one tree left but it is understood that this is not on their property. The Council felt that it would be a good idea to contact the tree officer at Breckland about this tree to see whether it is possible for the Council to attend to it if necessary.

8. Correspondence

A letter was read out from STANTA. They have invited the Council to a liason meeting which will take place on 23rd August. Three Councillors offered to attend which were Cllrs Fox, Eyres & Goad. The clerk will inform the camp of this.

Cllr Burton asked if the subject of HMO's was to be discussed in correspondence. This matter was circulated previously and there were no comments apart from Cllr Burton, and it was not suggested that we discussed it further; however the clerk advised that if the Council wished to discuss the matter then she had the information to hand. Cllr Fox suggested that this was circulated again to give all Councillors another chance to look at the information.

9. Finance

9.1 Sign cheques

The following payments were authorised at the meeting, 4th August, 2011 by the Parish Council and cheques signed by Cllrs T Fox and A Shepherd.

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Cheque	Description	Total
101306	Iceni Pest Control – subscription	£ 48.00
101307	J Hubble (Litter Warden)	£ 67.50
101308	M S Peate - gardener	£ 98.80
101309	Mrs F Brown (Sal/Sundries/Tel-5wk period)	£ 785.09
101310	Denman’s Travel (Bus Contract)	£ 150.00
101311	MHB Street Light Contract	£ 149.11
101312	CAB – Thetford	£ 150.00
101313	CAB - Brandon	£ 150.00
101314	Help for Heroes	£ 200.00
101315	Mr & Mrs R Yates (MPS)	£ 50.00
101316	Mrs A Shepherd - CCS	£ 350.00
101317	The Crown Hotel (hall hire)	£ 30.00
101318	Mr S Eyres	£ 19.06

A Community Car Refund of £317.28 has now been received from Breckland. The Chairman mentioned that he had purchased some equipment for the gardener to paint the street light columns in The Lammas. He advised the Council that the hammerite paint that was discussed at the previous meeting was £40 for a 2.5 litre tin. Cllr Fox thought that he may be able to get this cheaper and will contact another supplier and inform the clerk of the price.

The Chairman asked if a Councillor could view the accounts with the clerk to show that the Council has adequate internal controls. Cllr Shepherd kindly offered to do this. The clerk will arrange a meeting shortly.

9.2 Website

There has been no further progress at this time. Cllr Burton asked if he could help as his daughter has a great deal of knowledge with website design and would be very happy to get involved. The clerk was very pleased as she felt the Council need to go further with this. Cllr Burton advised he will arrange a meeting between his daughter and the clerk in the next few weeks. He also asked if the Council had discussed the idea of advertising in the website which will provide revenue to the council. This was discussed in the past but it was felt then that it was too early to go along this route, however, it was discussed that this is something to look into when the website is more developed.

10. Planning Applications

3PL/2011/0024/TL Land adj to Barton Hay, St Leonards Street, Mundford.

Extension of time limit on **pp 3PL/2011/1056/F**. Permission granted

3PL/2011/0609/F 38 The Lammas, Mundford. Erection of single storey extension.

No objections were sent.

3PL/2011/0192/O 60-62 Malsters Close Plots A&B. Erection of two detached houses with integral garages & parking spaces off a private drive.

This application has not been fully circulated to council as yet. Cllr Steward advised that if there are any objections to this proposed application that she should be informed so that she has an opportunity to take it to the development control committee.

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11. Street Lighting

The Chairman had met with the gardener and they felt that 8 columns could benefit from a rust treatment and then painted. It was discussed that more Hammerite than originally thought may be needed; however it would cost a great deal more to replace the column if it was left to rust.

12. Reports

District Councillor Ann Steward

Cllr Steward spoke about Thetford and its view to create employment and Breckland is working on highlighting Thetford's profile. Next week will be a beginning of a poll regarding a new site for the bus station. At present two consultations have taken place, and the present bus station cannot deal with the new size buses which is a concern.

The Moving Thetford Forward vision if the bus station was moved would be to re-develop the riverside area. The poll is open to Thetford residents only.

She discussed the subject of growth and how further shared management has saved a great deal of money, but has also proved that it is a forward thinking authority. She felt everything was going well, but if anyone did have any concerns then to contact her as usual.

She was asked about the dualling of the A11 and she was pleased to say that this should be commencing in 2012. Breckland are still pushing for this and are aware that the funding is available.

Village Hall

There was no news from the Village Hall.

School

The clerk mentioned that Mrs Hall has now retired and that the school is now looking forward to Mrs Galletly starting as Headteacher in the Autumn term.

13. Members' Matters

The Chairman asked if Cllr Burton wanted to discuss the Summer Conference in more detail or the Thetford Action Group meeting that he asked to attend. Cllr Burton advised that he had nothing more to add regarding the conference and that he did not attend the Action Group meeting as originally hoped.

The Chairman asked the councils thoughts on an idea of writing a short report of themselves and placing one a month in the newsletter so that the residents know who their councillors are. After a short discussion, it was agreed that this information should be placed on the website rather than the newsletter.

With nothing more to discuss, the meeting closed at 9.05pm.

Chairman: _____ Date: _____

Clerk: _____ Date: _____