

**Minutes of the Mundford Parish Council Meeting  
Held at The Coach House, Mundford  
on Thursday 1<sup>st</sup> September 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 L Pratt and Mrs F Brown (Clerk to the Council). There were four members of the public.

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

The Chairman opened the meeting.

**2. Apologies of Absence**

Cllr Fox had given his apologies as he was on holiday. This was duly accepted by the Council.

**3. To accept Minutes of the Parish Council Meeting held on Thursday 4<sup>th</sup> August 2011**

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

**4. Declarations on Interest**

Cllr Goodrham stated an interest in Outstanding Highway matters.

**5. Meeting suspended for public participation**

Mary-Ann Turner advised that the area behind her property which belongs to Bennetts has been cleared. Litter has been picked up as well and this indicated to her that there was a possibility of a planning application for new houses on the horizon. She asked the Council if they were aware of anything. The Chairman and the clerk advised that no new applications had been received. It was also discussed that the pedestrian access from The Lammas to the new development was still closed even though Bennetts had mentioned in a previous letter that they would endeavour to open this access prior to the new school year. The clerk suggested that she could contact Bennetts for an update on this as well as asking about the question of a new planning application. This was agreed to. Mr Eyles added that he had spoken to the foreman recently and it was understood that the development could be completed as early as February 2012, dependant on sales.

Mr Eyles went on to advise that the Walnut Tree on the new development still has tape around it and wondered if the tree officer at Breckland could be contacted about this. It was also mentioned that the other Walnut Tree in the village with a TPO is situated in the garden of 27 St Leonards Street. It would be beneficial to ask if this could be looked at at the same time in case this also has a disease. The clerk will contact the tree officer, Mr Addison, at the earliest opportunity.

Mr Eyles mentioned the planning application in Malsters Close that has asked for outline planning permission for two new houses. He has made representation to Breckland and was aware that this will be discussed at a development control meeting at Breckland on Monday 5<sup>th</sup> September. He is unable to attend but Cllr Ann Steward has agreed to talk on his behalf. It was discussed that the area in question is noted on other Malsters Close residents' deeds as a Play Area. There are also a number of other issues that surround this matter. The Chairman took this opportunity to ask if any councillors would like to attend this meeting on behalf of the Council, as he would not be able to attend. Cllr Pratt kindly offered to attend. The Chairman

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thanked Cllr Pratt, and the clerk advised that she will give Cllr Pratt the file on this application so he will be fully prepared. The clerk will contact Cllr Steward to advise Cllr Pratt will attend as well.

Mr Dennis stated that the Agenda mentions a planning application in 2, Swaffham Rd, when in fact it should be 22, Swaffham Rd. The clerk apologised for this error.

**6. Matters Arising**

**Outstanding Highway**

The Rangers visited Mundford in early August and undertook a number of jobs that were outlined by the Parish Council. A list was read out of all the jobs they had completed. There were no updates on the safety railings at the turning of Lynford Rd, along with the 40mph limit sign being obscured. Cllr Goodrham reported that he will be putting up a fence along the barrier between Adeane Meadow and Impson Way. He wanted to know what type of barrier Highways were considering to replace the current one. The clerk advised she will contact Highways about their intentions, however the highways engineer is on holiday until 12<sup>th</sup> September so this matter cannot be discussed fully until then. The clerk will contact Cllr Goodrham accordingly.

The clerk had a report that the pavement has been damaged outside 54 The Lammas due to a lorry. This has been reported to Highways.

**A1065 Swaffham Road/A134 Cranwich Road**

There has been no further suggested dates for a site meeting along the A1065 with NCC. The clerk will inform everyone when a date is forthcoming. The Clerk mentioned that she had an e-mail from a resident from Swaffham Rd reporting an incident when she drove out of her drive onto the A1065 and was nearly hit at the back due to a very fast car not being able to stop in sufficient time. The driver was very rude and made the resident very distressed. She asked what she should do about this incident. I advised her to report this to the Police as she had the registration number of the vehicle. The clerk detailed again, that even if the Police do not follow this particular incident up, the more people complain and report these incidents, the more likely they will consider additional enforcement is needed along this stretch of road.

**Littering and Anti-social behaviour**

Mr Fuller, the Enforcement Officer from Breckland and Jo the Litter Warden met a couple of weeks ago and walked along Pig Sty Lane. The littering is still very visible, and although the ongoing nature of the investigation means full details cannot currently be shared, the case continues and Mr Fuller said that he will update the clerk whenever there is any news. It was decided, due to the fact that the Council have done everything in their power to prevent the littering and it could be a while before resolution, this should be taken off the agenda for now and any updates can be discussed at future meetings. This was agreed by council.

**Bowls Club Parking**

The clerk reported that there still had not been a response from the Bowls Club from her two letters. Cllr Goodrham advised that an e-mail was sent to the clerk. The clerk

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had not received this. It was discussed that their last Bowling match was this Sunday. The clerk was asked if she could contact the PSCO and ask for cones to be placed along the road. The clerk advised she would do this first thing tomorrow, but due to the short notice this may not happen.

**Bus Services**

An e-mail was read out from Denman's Travel advising that they had secured a contract from NCC for the next year so will continue to provide bus services as normal. The Council all agreed that this was great news and a note should be sent to Denman's with positive feedback. A letter was received from a representative of National Express about changes to the service. There was a short discussion, but it was decided that since this letter was still being circulated to council members that the clerk should write a response on receipt of everyone's comments.

**School Fence**

The fence is due to be replaced in the Autumn term.

**Licences & Bulb Planting**

The clerk has been informed that the licences for bulb planting have been granted and these will be given to her shortly. This matter will be discussed again at the next meeting; however the Chairman advised that he will get the bulbs from Didlington Nurseries shortly.

**Parish Office**

The boxes from the Village Hall have now been placed in the Parish Office. This was decided to be taken off the Agenda.

**Village Sign**

The Chairman has spoken to the local builder John Dixon and he had agreed to do the work. As yet this has not taken place.

**HMO's**

This matter was placed on the Agenda as it was felt that more discussion needed to take place after previously circulating the document.

Cllr Burton started the discussion. He mentioned that in the document 'families' are not mentioned only 'households' and that Breckland need to conform to legislation language. He wanted to know what their objective was, and what they want to achieve as most things that were listed are covered by legislation already. There was further input from Cllr Goad with regards to landlords, and whether they know who is in their own properties.

After further discussion, the Chairman asked if there were any proposals, as the deadline for any comments to Breckland is 5<sup>th</sup> September. Cllr Burton suggested that comments to be sent back should include a change of terminology, including the change of 'households' to 'families'. HMO's should also be restricted to areas where there are problems that have been identified. There were no seconders to this proposal. After further discussion, it was decided that no comments should be sent to Breckland.

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**Overhanging Trees**

The Fir Tree in Fir Close that was overhanging both the street sign and a 40mph sign has now been cut back. The area in Lynford Road has not been cut back as yet but the owner is aware and has said that he will deal with this. Cllr Goad advised that this is not a huge issue. The clerk was asked to write to the owners of No 19, Impson Way as they have an overhanging tree that is obscuring street light No.79. The clerk mentioned that she had placed a thank you in the newsletter to those that she had written to asking for them to cut their trees back.

The clerk added that she had had a response from Breckland with regards to the overgrown area near Lawrence Close. The trees in this area are not owned by Breckland and therefore they claim no responsibility for them. In this instance it may be advisable to carry out a land search on the area to determine the owner. The Council agreed that this should be looked into, so that permission for any works the council wish to do here in the future can be sought.

**7. Correspondence**

A letter was sent to the council with regards to the increase of mileage rate. Cllr Shepherd kindly explained the situation. She also asked the Council if they were happy to increase the current journey the scheme does from Mundford to Cranwich from 3 miles to 4 miles to help with accountancy purposes. The reasons for this were fully explained and this was then asked as a proposal which was seconded by Cllr Goodrham. All were in favour.

The Chairman read out an extract from the newsletter from the over 60's with regards to a plea for donations for a local blind lady to buy an aid to help her get round the village. Due to circumstances she is unable to have a dog for the blind and this particular device would help her a great deal. There was a short discussion into whether this equipment was properly registered, as the Council do not want to get involved with a scheme that is not properly licensed or endorsed by charities helping the blind. Cllr Burton kindly offered to look into this in more detail and report his findings back the clerk. This will be placed on the Agenda for next month.

**8. Finance**

**8.1 Internal Controls**

Cllr Shepherd looked at the accounts prior to the meeting and found them to be satisfactory. A form was signed to confirm what she had seen and that everything was in order.

**8.2 Sign cheques**

The following payments were authorised at the meeting, 1<sup>st</sup> September, 2011 by the Parish Council and cheques signed by Cllrs S Eyres and A Shepherd.

<b>Cheque</b>	<b>Description</b>	<b>Total</b>
101319	Iceni Pest Control – subscription	£ 48.00
101320	J Hubble (Litter Warden)	£ 67.50
101321	M S Peate - gardener	£ 60.48
101322	Mrs F Brown (Sal/Sundries/Tel-4wk period)	£ 611.98

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101323	Denman's Travel (Bus Contract)	£ 120.00
101324	MHB Street Light Contract	£ 149.11
101325	The Crown Hotel (Hall hire)	£ 30.00
101326	Mrs A Shepherd (CCS)	£ 350.00

**8.3 Audit 2010/11**

The Audit has been returned with no comments. The Council were very pleased with the result.

**8.4 Website**

The clerk met with Cllr Burton and his daughter Tina to discuss the progress of the website. She was kind enough to give the Council a slideshow of photographs that she had taken around the village to be placed on the website. The clerk mentioned that she had set a date of Friday 9th September to meet with Stuart at ACS, the website designer. The clerk is now collating information to be placed on the website, but would appreciate it if all councillors could pass a photo of themselves along with a little description about their life in Mundford so that this can be placed on the website.

**9. Planning Applications**

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

**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 matter will be brought to a Development Control meeting on Monday 5<sup>th</sup> September.

**3PL/2011/0801/F** 22, Swaffham Rd. Erection of boundary wall to the front of the property on the main A1065 to reduce noise pollution. There was no objection from the Council.

**10. Street Lighting**

Cllr Goodrham reported that a street light on the corner of West Hall Road and St Leonards Street is not working. There was a further discussion over the price of Hammerite for the street light columns.

**11. Reports**

**STANTA**

Cllrs Goad, Fox and Eyres attended a liaison meeting at the camp in August. Cllr Goad reported on this meeting stating that it was a busy site and at present they have commitments until 2015 with a lot of activity planned. The camp endeavours to send out correspondence to the Parish Council when there is to be extra noise.

**Village Hall**

A letter was read out from the Village Hall thanking the Parish Council for their commitment to them by their kind offer of a donation of £2500 a year. The letter also detailed the current situation at the Village Hall. Mr Eyles from the public gallery stated that the situation over the Treasurer has now been resolved.

**School**

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The next Governor meeting is to be held in mid September so there is no news to report at this time.

**12. Members' Matters**

The clerk mentioned that she had had a meeting with a representative from Flagship housing in August and discussed the matter of the public footpath that has been blocked. The residents who live at 31 Wissey View would not be aware of this as they have only lived there a few months. The matter is being looked into by Flagship and they will contact the clerk on their findings. The clerk advised she will place this on the Agenda for next month so this matter can be discussed in more detail.

Councillor Goad asked if the Council could consider the matter of the four holes left in the roundabout from a previous attempt to plant flowers there. He asked the Council for their opinion on whether soil should be placed there and grass seeded, or alternatively more bulbs be planted there. After a short discussion Councillor Eyres kindly offered to place some soil and grass seed the area.

Councillor Weight asked the clerk if BT was going to clean the telephone box after they had repaired it. The clerk said that as far as she was aware BT have no intention on cleaning the telephone box and suggested the Council did this instead. The clerk and Councillor Weight advised that they would clean it.

Councillor Eyres thanked those who helped with the litter pick in August. It was successful with the friends of the village collecting 12 bags of rubbish. This was less than the previous time, meaning that the Council are keeping on top of the problem.

The Chairman then asked the Council for their thoughts on the roundabout. There were three trees planted on the roundabout a few years ago and only one has survived. This tree is also unhealthy and the Chairman suggested that this should be removed and a new, decent tree should be placed here instead. He recommended drilling through the tarmac under the roundabout to allow the roots to obtain water as the area is very dry. The clerk advised that NCC would need to give their permission for this as there would be a number of cables under the roundabout. Cllr Goad also had reservations due to roots damaging cables. The Chairman put forward this idea as a proposal and asked for a seconder. Cllr Goodrham stated that he would second the proposal but asked what tree they would replace it with, and asked for more information generally. The Chairman asked for a show of hands and it was a 5-3 majority to look into this matter further. It was decided that the clerk should ask NCC for more information on whether this would be likely to be agreed to and report this at the next meeting.

With nothing more to discuss, the meeting closed at 9.01pm.

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

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