

**Minutes of the Mundford Parish Council Meeting
Held at Mundford Primary School, Mundford
on Thursday 5th September 2013**

Present:

Cllr S Eyres Chairman, Cllr J Goad Vice-Chairman, Cllr D Goodrham, Cllr J Burton, Cllr L Pratt, Cllr T Fox, Cllr A Shepherd, Cllr C Weight and Mrs F Brown (Clerk to the Council). There were 5 members of the public present.

1. The Chairman's opening remarks

The Chairman welcomed everyone to the meeting.

2. Apologies of absence

Cllr Marston sent his apologies as he had a prior engagement. This was accepted by the Council.

3. To accept and sign the Minutes of the Parish Council Meeting held on Tuesday 13th August 2013

It was proposed by Cllr Pratt to accept the minutes. The proposal was seconded by Cllr Weight, all were in favour. The Minutes were duly accepted by the Council as a true record. These were signed by the Chairman.

4. To receive Declarations of Interest

Cllr Shepherd declared an interest in Agenda item 6.6.

5. Meeting suspended for public participation

There were no comments from the public.

The Chairman took the opportunity to ask the Litter Warden for his report. The Litter Warden stated that he had noticed an increase in rubbish being dumped by the side of the main roads, mainly fast food cartons. He suggested that the Mundford sign may incorporate 'This is a clean Village, please keep it tidy'.

The Litter Warden also announced his resignation due the fact that he is moving away from the village. He is happy to continue working until the end of October if no one has come forward. The Chairman took this opportunity to thank Mr Traube for his dedication to his work over the last year.

6. Matters Arising

Outstanding Highway

The Rangers are due to visit on 21st October. The Chairman asked councillors to think of any jobs the rangers could do by the next meeting.

The clerk had a visit from Paul Groom at Highways with regards to a few issues. It is clear that future budget cuts are going to make a huge impact on NCC Highways and the council will need to think carefully about what they report in future. Cosmetic services like cutting back bushes, trees etc will be limited and the rangers service may be in doubt, but this is purely speculation at the present time. The Chairman mentioned that it is probable that many issues will have to be dealt with at local level.

Paul Groom had stated that the flooding problem at the roundabout will be dealt with by Christmas. A tree will be removed from the centre of the two ditches and the area made into a lagoon. The clerk did ask for a plan of Highways intentions for the area but this was denied. The soil taken from the area will be placed on the verge near to the Mundford sign on the A1065 Cranwich Road. Highways have agreed to grass seed the area.

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The drains in the Brecklands have been inspected and Highways have stated that the system will not be updated at the present time. The road is due to be surface dressed sometime in the 2014/15 financial year.

Highways are not prepared to place notes through the doors of those that have not cut their trees back along Impson Way. The Chairman stated that two of the owners have definitely cut their trees back now so there has been significant progress, but there are still 3 properties where their trees are overhanging the path. Cllr Fox proposed that letters should be sent to each affected householder recorded delivery so that the letter has to be signed for. This was seconded by Cllr Shepherd and all were in favour.

The footpath outside 18 Brecklands has now been placed on Highways schedule of works.

Parish Partnerships

Councillors met on 19th August to look around the village to determine where the new LED street lights would be most utilised. The Chairman read out the list of the areas where the 30 lights would go in their opinion. The Chairman proposed that this list of areas should be approved and all were in favour.

The clerk will make contact with the street light contractor to discuss the purchase of the lights as soon as possible.

Bus Service

There were 6 passengers for 10th August and 6 passengers for 24th August. £90 will be subsidised by the council this month.

Training and Courses

The NALC Autumn Seminar will take place on 6th November in Sandringham. The clerk asked whether she could attend. The cost is likely to be the same as last year which was £35. It was proposed by Cllr Fox that the clerk could attend, this was seconded by Cllr Goodrham and all were in favour. The clerk thanked the council.

Bennetts Development

Rudlings & Wakelam has stated that they have received the draft transfer documentation from the solicitors acting on behalf of Bennetts PLC. The Parish Council's solicitor is currently raising various questions concerning the document, plan etc. They will contact the Parish Council with a further update soon.

Event in Mundford planned for 17th August 2013

The Chairman asked Cllr Shepherd for an update on the event. Cllr Shepherd stated that the festival was very successful and £2000 has been raised for the charity HOME. She stated that there were 2 people on the gate at all times and 3 security men. There was no trouble on the day and the noise was minimal, many residents close by did not hear anything at all. Cllr Shepherd was asked whether this would be an annual event, for which she could not confirm. Cllr Goad stated that in the press it had said this would be an annual event. He also recommended this item should now be taken from the agenda, this was agreed by council.

Handyman and Litter Warden

An update had already been given by the Litter Warden. The clerk stated that the gardener had worked 12 hours this month due to the amount of watering that needed to be done. The handyman had purchased more furniture stain but the clerk was unsure how many more benches there were that needed to be done. The Chairman asked the clerk to contact the handyman and state that the bench on the village green and near the memorial are also to be

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done. Cllr Goodrham mentioned that the lampposts that have been painted look very good, but the numbers on the columns need to be painted back on. The clerk will mention this to the street light contractor.

Lynford Water Anti-social Behaviour

Cllr Ann Steward had met with the Police and the Fire Brigade to discuss the issues at Lynford Water. The clerk also mentioned this matter in the newsletter to ask the public to contact the authorities if they see any anti-social behaviour. The clerk read out a reply from the Forestry Commission about the issues raised at the previous meeting. Cllr Goad stated that he has been to the site recently and there are broken Whiskey bottles, drinks cans and rubbish there which indicate that problems are still apparent. He did not see any anti-social behaviour but it is clear that if people are being intimidated then people will stop using the area which will be a real shame.

Trailer on private land in Lynford Road

At the previous meeting it was agreed that the clerk would send a letter to Natural England to state what problems were going on at the site. The clerk had since spoken with a resident that lives next door to the trailer and he explained that this was not necessary due to the fact that he had already written to a number of authorities about the issue, including Natural England. The resident, who was present at the meeting, stated that he was aware that Breckland Council had now served notice on the trailer and understood the issues involved. Environmental Health have also been in touch and know the situation. The resident also explained that quite a few residents from near this area have written to Breckland Council with their concerns. He also went on to explain that there is a Pig trailer on the premises, an office, hull of a boat, rubble and piles of dirt. There is also the element of noise which has been disturbing at times, with loud music and motorbikes being ridden around the area. The clerk had mentioned to the resident that the Council were committed to help in any way they could. Cllr Goad proposed that a letter should still be sent to Natural England and Environmental Health. This was seconded by Cllr Fox and all were in favour. It was also requested that an update should be sought from Breckland Council.

Community Speed Watch

The Chairman stated that three residents have now come forward for the Speed Watch scheme. Cllr Pratt kindly offered his help to the scheme which was gratefully received. Cllr Goad stated that if a village is involved with the scheme then they are more likely to have additional back up from the police with proper enforcement. It was agreed that a further update should be placed in the newsletter to attract more volunteers.

Christmas Tree on Village Green

The Chairman stated that on Saturday at 10am the concrete will be placed in the ground to house the pipe for the Christmas tree.

Litter Bin request on Impson Way Open Space

There is no further update. The clerk will contact Breckland to find out why this is taking so long.

Overhanging trees on area adjacent to A134 that is maintained by the council

At the previous meeting it was agreed that two quotes should be sought for the cutting back of trees alongside the A134 and the cheapest quote should get the work. The clerk finally managed to retrieve another quote from another contractor Chris Dennis who currently cuts the verges for NCC. This quote was £325 plus VAT. Therefore Wil Smith will be doing this

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work, but he will not be able to cut the trees for quite a while due to other contracts that need to be fulfilled first. The Council stated that they are happy to wait.

Plaque on Village Green

The clerk gave Cllr Fox information on how many letters there were on the proposed wording for the new plaque. The engraver is currently on holiday but this will be done shortly and invoiced to the Council to pay next month.

Cricket Club Dyke

No update on this item.

War Memorial

The Chairman stated that Cllr Goodrham had put a suggestion forward at the last meeting that the War Memorial may not be in the best location. This was placed on the Agenda to gather thoughts from the Council. Cllr Shepherd had taken photos of the War Memorial showing that it is not Mundford's decision to make due to the fact it covers Lynford Estates, which is Lynford, West Tofts and Mundford. Cllr Goodrham asked whether that would mean any maintenance in the future should be split between those villages. Cllr Shepherd stated that she did not feel that the Memorial should be moved in any circumstances, especially when money is so limited. The Chairman asked if there were any proposals at this stage. Cllr Burton asked if there was any need to move it. Cllr Goodrham explained his opinion on why he felt relocating it may be good for the village.

Cllr Burton stated that he felt it was an attractive feature to the village where it stands. The only other option is for the Memorial to be placed on the Village Green and this would cause overcrowding on this already busy area. At present there is the Village Sign, the boulder, the flower bed and later this year a Christmas Tree. Cllr Goad felt that the Memorial was in its ideal place and should be left where it is. There is a bench nearby for people to sit for quiet contemplation and the flowers in the memorial bed make the area look respectful. Therefore Cllr Burton proposed to leave the War Memorial where it is, and this was seconded by Cllr Shepherd. There were 7 for and 1 against. The Chairman stated that it was good to bring ideas to the table and thanked Cllr Goodrham for his suggestion.

Best Kept Village Competition

The EDP doesn't run this competition anymore. It was mentioned that Great Barton in Suffolk had won a similar competition, but it was thought that this was open to Suffolk villages not for Norfolk. It was suggested that the clerk contact Great Barton to ask for more details, and may be the Bury Free Press who cover that area.

7. Correspondence

The clerk read out an e-mail from the Over 60's nominating Mrs Carol Lewis for the Mundford Pride Scheme Award. After listening to the reasons behind the nomination, Cllr Fox proposed that Mrs Lewis be awarded the prize, this was seconded by Cllr Shepherd, all were in favour. The clerk will write to Mrs Lewis to invite her to the next meeting.

Rev Wiffen asked the clerk to advertise the position of Treasurer for the church. They are looking for someone as soon as possible. The clerk read out some details, but no one came forward.

NALC had sent some information that was read out by the clerk. This included information on the Boundary Review consultation and various meetings and training available to clerks or councillors.

8. Finance

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Thank you letters have been received from Help for Heroes, EAAA, EACH, Norfolk Accident Rescue & Macmillan.

The church has sent their first six months invoices for their grounds maintenance contract. This equates to £665.00.

Iceni Pest Control have declared that cheque number 101541 was never received. The clerk advised that she posted it through their door personally. Due to the cheque becoming lost the clerk contacted Barclays to see whether it could be cancelled. This will cost £12.50, and due to the cheque only being for £48, Cllr Fox proposed that a replacement cheque should be given but the previous cheque should not be cancelled as there is only two months validity left on it anyway. This was seconded by Cllr Weight and all were in favour. The clerk will monitor the accounts to check that that cheque 101541 is not cashed.

8.1 Accept and sign cheques

The Chairman read the cheque payments out for September, and Cllr Goad proposed that they should be accepted and signed. This was seconded by Cllr Weight, all were in favour.

The following payments were authorised at the meeting, 5th September 2013, and cheques were signed by Cllr Fox and Cllr Shepherd. The payments sheet was signed by the Chairman.

Cheque	Description	Total
101588	Iceni Pest Control – subscription	£ 48.00
101589	West Norfolk Community Transport	£ 90.00
101590	K & M Lighting Services	£ 158.12
101591	Mrs F Brown (salary/tel/sundries) 4 weeks	£ 653.38
101592	Mrs A Shepherd (CCS)	£ 200.00
101593	Mr D Traube (Litter Warden)	£ 70.00
101594	Mr N Balding (Handyman)	£ 56.21
101595	Mr M S Peate (Gardener)	£ 75.93
101596	Eon – Parish Office	£ 39.41
101597	Mundford PCC	£ 665.00
101598	Iceni Pest Control – replace chq 101541	£ 48.00

The savings account stands at £16,083.45

8.2 Internal Donations

The Village Hall had amended their grant application and this was circulated to members prior to the meeting.

Cllr Fox mentioned that he had spoken to a representative of the Charity Commission and if it was not stated in original documentation that a £9000 reserve is necessary, then only a few weeks money to cope with running costs is acceptable. He asked Cllr Burton, the Village Hall representative questions on the reserve amount and what the running costs of the hall had been over the last 3 months. Cllr Burton gave an overview based on his knowledge. Cllr Fox stated that in the paperwork it shows there is £17000 in the bank and the Village Hall is approaching the Parish Council for £2500, which in his opinion is not acceptable. There was a lengthy discussion about this including expensive running costs at the hall and certain money being ring-fenced for other projects. The Chairman asked if there were any proposals at this stage, or would the Council like to know more information from the hall before a decision could be made.

Cllr Goad stated that he felt the Village Hall was an integral part of the village, and he wished to support it; however he felt that it was a revelation that they had £17000 in the bank. After reading through the application, he proposed that for now this request should be kept on hold until later this year and if the hall is in difficulty then this can be re-opened for discussion.

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Cllr Fox also reiterated that he had nothing against the Village Hall, but he couldn't justify giving money to the hall when they had such large amounts in the bank. He seconded this proposal.

It was stated that the financial year does not end until March so there is still time for the Council to grant money to the Village Hall if they need it. Cllr Burton mentioned the fact that the Village Hall had been successful with other grants, and the funders never queried the reserves. Finally it was 7 in favour as Cllr Burton did not vote. It was mentioned that if the Chairman of the Village Hall wishes to attend a future meeting to discuss this further he would be made very welcome.

8.3 Website

The clerk read out a report from Mrs Godfrey on the website. The amount of visitors to the website has increased which is very encouraging.

The Chairman stated that he had taken some pictures of the area near the roundabout using a cherry picker to show an elevated view. These will be passed onto the clerk for insertion.

9. Planning Applications

3PL/2013/0640/F 11, Brecklands, Mundford. Description: single storey extension. No objections sent by council 7th August 2013. Permission was granted 30th August 2013.

3PL/2013/0742/F 125, The Lammas, Mundford. Description: Extension to bungalow. No objections were sent by council 22nd August 2013.

10. Street Lighting

Cllr Shepherd mentioned that the light in the corner of Crown Road next to East Hall is covered by foliage so it is very dark. She has spoken with the owner of East Hall about this in passing, but the clerk advised that she will report it to them. The clerk mentioned that light 9030 in Fir Close was reported as not working 2 weeks ago but it has still not been fixed. The clerk has reported this again and will monitor the situation.

The Chairman mentioned that the lights in the Lammas still need to be replaced as they are obsolete and deteriorating. The 30 lights purchased from the Parish Partnerships Scheme does not cover this area. Cllr Fox proposed that LED lights should be purchased at one a month starting as soon as possible and ending when the village has been completed. This was seconded by Cllr Goad and all were in favour.

11. Reports

County Cllr Ian Monson

Cllr Monson could not attend the meeting but gave a small report that was read out by the clerk.

Cllr Ann Steward did not give a report.

Village Hall

There was no report from the Village Hall

School

The school has reopened for the Autumn term today. The Chairman mentioned that the recent G.C.S.E results from Icen Academy have been good, and that the top 4 results were from previous pupils that attended Mundford Primary School.

STANTA

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There have been no reports from STANTA.

12. Members' Matters

Cllr Weight mentioned that there had been anti-social behaviour along West Hall Drive. One resident had eggs thrown at their window. This has been reported to Police.

Cllr Goodrham mentioned that he had looked into the possibility of Christmas tree lights for the tree on the Village Green. The information was discussed briefly but it was felt that this should be circulated. The clerk will do this with the next circulation of documents. Cllr Burton asked if a tree had been sourced yet, which it has not.

The Chairman stated that Bulb Planting Day will be in October. The date agreed is Saturday 19th October at 10am. Hyacinths will be purchased again along with daffodils and the amount will remain the same at £200 for all the bulbs. It was agreed that no bulbs should be planted near the memorial site due to the fact that works will be taking place there shortly by Highways.

With nothing more to discuss, the meeting closed at 9.13pm

Chairman: _____ Date: _____