

**Minutes of the Mundford Parish Council Meeting  
Held at Mundford Primary School, Mundford  
on Thursday 6<sup>th</sup> February 2014**

**Present:**

Cllr S Eyres Chairman, Cllr J Goad Vice-Chairman, Cllr T Fox, Cllr L Pratt, Cllr A Shepherd, Cllr D Goodrham, Cllr J Burton, Cllr J Marston, Cllr C Weight, County Cllr Ian Monson and Mrs P Angus (Clerk to the Council) There were 4 members of the public present.

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

The Chairman welcomed everyone to the meeting and pointed out that the meeting would be recorded so that the Clerk could keep pace with the minutes, notes will also be taken, no one objected.

**2. Apologies of absence**

Cllr Ann Steward

**3. To accept and sign the Minutes of the Parish Council Meeting held on Thurs 7<sup>th</sup> November 2013**

The chairman pointed out that Cllr Burton would like the word "Dame" changed to "Baroness" item 5 of the minutes, this was agreed.

It was proposed by Cllr Fox to accept the minutes, the proposal was seconded by Cllr Goad and 9 were in favour.

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

**4. To accept and sign the Minutes of the Parish Council Meeting held on Thurs 9<sup>th</sup> January**

There was a discussion regarding two small changes to the minutes - one regarding a typing error in item 9.3 and the second referring to the Members Matters which misquoted what the Chairman said regarding financial gain from the Council, these have been changed.

It was proposed by Cllr Goodrham to accept the minutes, the proposal was seconded by Cllr Weight, 9 were in favour.

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

**5. To receive Declarations of Interest**

The chairman asked if there were any declarations of interest.

Cllr Goodrham stated he did for Item 9 for the Playgroup application for financial assistance.

**6. Meeting suspended for public participation**

The Chairman reminded the public that they are only allowed 3 minutes to speak on any one given subject.

There was no public participation

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7. **Matters Arising**

**Outstanding Highway**

The Chairman has spoken to Paul Groom regarding the constant flooding on the roundabout and following this discussion he has been told that once Highways have clearance from Utilities the work would be hopefully be completed by the 31<sup>st</sup> March.

Cllr Goodrham said he noticed that the water running down off from the Thetford road was going straight across on to the round-about and then filling up on to the Kings Lynn road, it appears that the gullies are not working correctly on the Kings Lynn Road either, this will also be discussed with Highways when we meet with them.

The Footpath outside 23 Fir Close reported as breaking up due to roots from Weeping Willow Tree has still not been repaired, Clerk is to follow this up.

Hedge outside No 50 St Leonards St – Cllr Fox has not been successful in talking to this resident all agreed the Clerk would send a letter.

Willow Tree out side Malsters Close on the Verge has now been cut down.

**New LED Street lights**

The Chairman read out a letter from a resident in the Lammas explaining that they are not happy with the new lights and could they keep the existing light that was installed 2 years ago as the spread of light from that is far better than the new LED's, following a discussion regarding this letter and what could be done, it was agreed that the Clerk would obtain a price to see what the cost would be to extend the new LED's by 2 metres in height as this would improve in the spread of the light from the new LED's and the Chairman agreed to contact the residents that sent the letter and discuss the matter further.

The Chairman also informed everyone that we have had an email from K&M stating that they are slightly behind on the December and January lighting installations due to the Christmas break , however, they intend to catch up over the next couple of months.

**Bus Service**

There was 5 for 11<sup>th</sup> January and 5 for the 25<sup>th</sup> January

This is up for renewal in April, the chairman stated that we should invite the passengers to the next meeting in March, Clerk to send a letter to Mrs Winn Read the Co-ordinator to arrange this.

**Training and Courses**

Cllr Burton attended the Elizabeth Truss meeting on 31<sup>st</sup> January, he said the main agenda was fund raising and details of the various fund raising organizations have been passed to the Clerk.

Cllr Burton also brought up concerns regarding Breckland Council not passing over money that has been passed to us in previous years, Cllr Burton proposed that we should respond to NALC that we are also concerned at the Councils Non Funding, Cllr Fox seconded the proposal, Cllr Goodrham had asked Cllr Ann Steward in the December meeting about this matter and he was told that the Council had stopped paying this, the Chairman suggested that we check the December minutes to see if this has been recorded.

It was agreed that the Clerk can attend "End of year figures" training in March.

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**Devolving Services**

None

**Land transferred to the Parish Council from the late Miss Mary-Ann Turner**

The Chairman informed the Cllrs that he had met with 3 companies at the site regarding trimming the trees and fencing off the area, and having met with the tree surgeons they have advised that we cut the trees down completely as they are now coming to the end of their life, there are 8 trees in total – 5 birch, 2 maple and 1 small oak, the chairman asked the Cllrs their thoughts on removing these trees, Cllr Goad agreed that if they are diseased or in a dangerous state they should come down.

The Chairman read out the following quotes :-

Anglian Tree Solutions Ltd

To cut down trees and trim back Laurels Total of £800.00

D&M

To cut trees etc as above Total of £950.00

He has also given price for the chain link 1200 high £925.00

Chase Timber

Chain Link Fence £1739.34 (30m and 39m lengths)

To Clear Trees and overhanging Laurels Pig Sty Lane end £220.00

To Top the trees price to follow..

Cllr Fox Proposed we use Anglian Tree Solutions to cut back all the trees and Shrubs D&M Fencing to do the one fence, Cllr Goad seconded this, and 9 agreed.

Cllr Burton has spoken to one of the existing allotment holders who has suggested that in keeping with the existing environment the new fence should be the same as the other fences in that area which are the wooden post and wire fencing, it was also agreed to plant hawthorn hedges along the fence adjacent to Pig Sty Lane, Cllr Goad agreed with this stating it would also save money, This was proposed by Cllr Fox and this was seconded by Cllr Goad, 9 agreed.

The Chairman said that he has provisionally booked Anglian Tree Solutions for the 27<sup>th</sup> March and following this meeting he would give them the go ahead.

Following further discussions regarding the trees, it was agreed that the Oak and the Plum Timber will go to Mr Bruce McIsaac for the use of his private drive as access when the work is being carried out on the trees etc, the Chairman then asked what would be proposed we do with the rest of the timber that will be cut into 3 – 4ft lengths, Cllr Fox suggested we advertise the timber and any one that is interested should contact the clerk, he also stated it would need to be co-ordinated that all that were interested in buying the wood would need to collect it on the same day so as not to cause too much inconvenience to Mr McIsaac, the clerk was not certain if we could sell the timber legally but Cllr Goad said if we sell an asset and as long as the proceeds from that asset is put back into the council for the benefit of the Village then there is not a problem.

A discussion took place regarding the marking out of the allotments and the Chairman suggested we use scaffolding cut to short lengths with yellow capping, the Chairman will contact a local scaffold company for a price.

The Clerk has downloaded a template from NALC for the Tenancy Agreements that will need to be adjusted for our allotments.

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The Clerk is to fill out an application for a grant for the cost of the allotment, we are applying for £3,250, Many thanks go to Cllr Ann Steward who has been extremely helpful with the filling out of this document.

## **Handyman, Litter Warden and Gardener**

Litter Warden - Cllr Shepherd said there doesn't seem to be much litter about so the job is getting done.

Litter in Pig Sty Lane. A letter was read out from Mr Keith Fuller the enforcement officer for Breckland, following this it was agreed that no further action be taken.

The Chairman said the Handyman is moving to Methwold, however, he is happy to continue with his role, he has also agreed to clean the bus shelters, Clerk is to Write a letter to our current window cleaner and let him know his services are no longer required.

## **Community Speedwatch Scheme**

The Police have now carried out the site checks and they will refer back to the co-ordinator.

## **Trailer on Lynford Road**

Ann Steward is on the case, and it was agreed to keep this on the agenda until we know the outcome.

## **Volunteer Winter Gritting Programme**

Cllr John Marsdon confirmed the Bowls Club are not sure if they want to sell the gritter back to the Council, it was agreed to leave this on the agenda to discuss this later in the year.

The Chairman thanked Mr Bob Meadows who had attended the meeting the co-ordinator for the gritting programme for his efforts.

## **Parish Office**

Tiling is in progress, the new phone number is on the website and the notice board and also in the office window.

## **War Memorial Area**

The Clerk has some details regarding a possible grant from the War Memorial Trust to pay for the cleaning and if needed any repairs, Cllr Burton has volunteered to help the Clerk with carrying out a survey on the condition of the War Memorial which may help us when applying for the grant.

## **Grass Cutting**

Grass cutting has been suspended on the grass verges due to the bulbs coming up.

### **8. Correspondence**

Keith Fuller letter and the letter regarding Lighting outside 21 The Lammas were both dealt with earlier in the meeting.

### **9. Finance**

#### **9.1 Accept and sign cheques**

The Chairman did not read the cheque payments out for February as all Cllrs had been issued a copy, 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, 6<sup>th</sup> February, and cheques were signed by Cllr Fox and Cllr Shepherd. The payments sheet was signed by the Chairman.

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<b>Cheque</b>	<b>Description</b>	<b>Total</b>
101658	Mr Stefan Eyres (Parish Office Tiles)	£28.56
101659	Freeland Horticulture (Office Chair)	£60.00
101660	Mrs A Shepherd CCS	£100.00
101661	K&M Lighting Maintenance Charges	£117.59
101662	NPTP	£45.00
101663	West Norfolk Community Transport	£100.00
101664	Viking Direct (replaces lost cheque)	£68.80
101665	Void	
101666	Mr A Veal – Litter Warden	£62.10
101667	Mrs F Brown	£487.13
101668	Mundford PCC – Donation	£560.00
101669	Mrs P Angus – Clerk (inc £211.40 Tax Rebate)	£764.19
101670	Iceni Pest Control	£48.00

**9.2 Church Donation**

Following a letter from the church asking if the Council would donate the remaining £105 of the agreed grant, it was agreed that this is not possible to do this without an invoice to cover the work carried out, it was also agreed that if the church requires any further funds they would need to re-apply in the new financial year.

**9.3 Website**

A report was read out from Rosemary Godfrey as follows:-

There were 146 visitors to the website in January 2014  
Created Folder for 2014 minutes  
Added and amended several posts (news items)  
Removed Fran Browns details from the contact and councillor pages  
Added events from the February issue of Connect  
Added 2014 Council meeting dates to the events  
Uploaded Dec 13 minutes  
Updated the meeting agenda and summary

It was agreed that the monthly Clerks report was no longer required Cllr Goad proposed this and this was seconded by Cllr Goodhram, all were in favour.

**10. Planning Applications**

**3PL/2014/0039/F 35 Brecklands IP26 5EG.**

Single Storey extension to front of dwelling. Application dated 21<sup>st</sup> January 2014 – no objections sent.

**11. Street Lighting**

The Chairman asked if there had been any more complaints regarding the new lights, and to date we have not received any further complaints.

**12. Reports**

**District Cllr Ann Steward**

Not at meeting.

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**County Cllr Ian Monson**

The Budget at County Hall has been finalised.

There is an application to Breckland Council for a supermarket up near Brandon, the details are on the Breckland Council website, if any one has any objections they should let the planning authority at Breckland Council know.

Cllr Goodrham asked Cllr Monson if it was correct that Norfolk have managed to claw back 95% of the money that was invested in the Iceland banks, Cllr Monson confirmed this was correct.

**Village Hall**

Bottle Bank

Cllr Burton explained that over the last 9 months the village hall had made on average £26.00 a month and also that the fly tipping was a huge problem, there are still some bottles being left in the area, however he expects this to stop soon, he went onto explain that Breckland County Council will eventually allow Mundford residents to put their glass into the black bins that are currently provided for paper and tins, residents will be informed when they can eventually do this.

**STANTA**

Regular training reports are being sent to the council and these are being placed on the website as well as being placed in the notice board.

Trip coming up on date to be confirmed

**13. Members' Matters**

Cllr Goodrham stated that the highways workmen were in Westhall Road and whilst they were there a resident pointed out a pot hole to them, the highways workmen said this was not on their list to do, however they repaired it and Cllr Goodrham thought this was very good of them.

Cllr Marston reported Pot holes in Fir Close and Impson Way

Cllr Fox asked that we get Paul Groom from Highways to take a look at the side of the village green as it is getting deeper and deeper and does need attention, this is a safety issue.

Chilzone - if they fold, we will need to ring fence chilzones money.

The Chairman asked that The Cricket Club dissolving policy be put on the next agenda.

Cllr Goodrham has asked that we get recyclable envelopes for when the Clerk circulates post and information.

With nothing more to discuss, the meeting closed at 9.37

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