

**Minutes of the Mundford Parish Council Meeting
Held at Mundford Primary School, Mundford
on Thursday 6th March 2014**

PRESENT:

Councillors S. Eyres Chairman, J. Goad Vice-Chairman, T. Fox, L. Pratt, A. Shepherd, D. Goodrham, J. Burton, J. Marston, C. Weight, County Councillor I. Monson and P. Angus Clerk to the Council and 6 members of the Public.

1. THE CHAIRMAN'S OPENING REMARKS

The Chairman welcomed everyone to the meeting and reminded all present of the forthcoming Annual Parish Meeting that will be held on Thursday 3rd April 2014 start time will be 7.10 p.m. at Mundford Primary School. This will be followed by the Parish Council Meeting.

2. APOLOGIES OF ABSENCE

District Councillor Ann Steward

3. ACCEPT AND SIGN THE MINUTES

With the amendment of one item, regarding the planting of hawthorn bushes, the minutes of the Parish Council Meeting held on the 6th February 2014 were accepted and signed as a true record. Proposed by Cllr Goodrham seconded by Cllr Goad, all were in favour.

4. DECLARATIONS OF INTEREST

The Chair declared an interest for an e-mail from John Evans – see correspondence.

5. PUBLIC PARTICIPATION

3 members of the public expressed their wishes that the Bus Service continue to be provided. The Chairman stated that over the last 6 months an average of 7 people used the bus on each journey. He stated that the matter would be discussed further in the meeting.

1 member of the public asked about the offer of a day out for regular users of the bus. The Chairman was unaware of any such offer and stated that it was not something the Council would feel able to consider.

1 member of the public said the LED lights in Fir Close and the Brecklands are not bright enough. The Chairman stated that there was a possibility of extending the height by 1 metre and so the spread of light was greater. He also stated that there were no plans to install any more lights in this area.

The path in Fir Close has been damaged by the dust cart which made it difficult to negotiate, particularly with a walking frame. Residents had to walk in the road which was very dark and so made it difficult to see where one was going.

6. MATTERS ARISING

Bus Service

The Bus Service is greatly valued by a small group of residents. They thought that by advertising further more people would use it. An average of 7 people use the service; to make it more viable an average of 10 people would be preferable. The Council agreed to extend the service for a further 6 months. Cllr Fox proposed that the Clerk advertise the service. This was seconded by Cllr Goad. All were in favour.

Minutes of the Mundford Parish Council Meeting

Held at Mundford Primary School, Mundford

on Thursday 6th March 2014

Allotment Draw

The Chairman announced that there had been 22 applications for allotments. County Cllr Monson carried out the draw for the 6 allotments available. The Clerk is to inform the successful applicants. County Cllr Monson drew out the remainder of the names which were placed on a waiting list in the order of the draw.

Outstanding Highway

There was concern about the work carried out to clear the blocked drain at the memorial site. Cllr Monson had spoken to Highways who had flattened and seeded the area. There is further concern about the depth of the water and whether there should be a sign informing residents of the danger. County Cllr Monson is to speak further to Highways to see if the area could be converted into a soak away by putting large stones into the hole and grassing over.

The footpath outside 23 Fir Close has been reported to Highways. The council is awaiting a response. The pavement outside 15 the Lammas has also been reported and the Council is awaiting a response. The hedge outside 50 St Leonards Street has been trimmed back. The clerk is to send a letter of thanks. The Willow tree clippings have been reported to Highways. Pot holes in Fir Close and Impson have been reported. Highways were unable to find the pothole in Impson Way, Cllr Marston said it was at the entrance of the estate. The Clerk is to inform Highways.

New led street lights

The Chair said that K&M have said that they cannot go over 1 metre high as the light will not be as bright, a discussion took place and this was disagreed with, there is a 7 metre high light in the village and that is one of the brightest lights that we have, the Chair has also spoken to K&M regarding the rolling contract, the Chair is going to meet with the Clerk to set up a programme to inform them which lights are to be installed next and this will be e-mailed to K&M.

Cllr Goad reported that he has noticed a lamppost that has been knocked down on the main road on the corner of Lynford road, apparently a car hit it a few days ago, Clerk needs to follow this up on the 101 number.

Training and courses

The Clerk explained that the Clerks Initial Training course was extremely helpful and pointed her in the right direction, the Chair explained that on that course the Clerk was told the correct way to distribute the agendas and minutes was to physically deliver them by hand to the Cllrs homes and not to e-mail, however, if there were any Cllrs that would prefer this by e-mail then she would do this, Cllr Burton and Cllr Shepherd would like their agendas e-mailed, the remaining Cllrs will have their copies delivered by the Clerk to their houses.

Cllr Burton is to attend the Breckland Town and Parish Forum 27th March.

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

Trees are to be cut down and should be completed by the 27th March, the Chair said that there is a Norway maple that will cost an extra £30.00 to cut this down, this was proposed by Cllr Fox and seconded by Cllr Goad, all agreed.

Hedging and fencing, It was agreed that we would purchase hedges to the height of 90 to 120cm at 99p each for a total of £148.50, plus root grow 3 bags @ £9.50 each – total of £28.50, this was proposed by Cllr Fox all agreed, the Chair asked if all were happy for him to purchase this on his card, all agreed this was ok.

It was also agreed that we would need tree guards to protect from the deer.

Posts and wire – it was agreed to purchase 6ft – 3” round posts, the line wire will be 4mm, all will be purchased from Chase Fencing this was proposed by Cllr Goad and seconded by Cllr Fox, all agreed.

Minutes of the Mundford Parish Council Meeting

Held at Mundford Primary School, Mundford

on Thursday 6th March 2014

Tenants agreements – Item 3 to include that pathways are to be mowed and kept reasonably free from weeds, also to trim and maintain the hedges to the same height as surrounding fences, item 9 to include that fruit bushes are permitted but no trees to be planted, item 11 has been changed to The tenant shall ensure that no dogs are allowed on the allotment garden.

Cllr Burton suggested that we add a clause stating that 80% of the allotment must be cultivated by the 30th June of each year, this was proposed by Cllr Burton and seconded by Cllr Pratt, all agreed.

The chair pointed out that there has been some brush / debris left on the councils land and it needs to be cleared by the person that left it there, Cllr Burton agreed to find out who to contact to get this cleared away.

Selling of the wood, advert will need to be placed in the April Connect and put on notice boards, it will mean that someone will need to be on site to take the money on the day we are selling it.

Time scale – It was agreed that the 1st May will be when the allotments are available to the new tenants.

Grant – Breckland Council have said that we cannot start any work on the allotments until they have approved the grant which will cause the Parish Council a problem as it could put all the time scales back to the end of April, also the original value that was applied for was £3,250 and this has now reduced to approximately £1,100, after a discussion it was agreed that the Clerk would amend the application to state this new lower claim in the hope that it would speed things up, this was proposed by Cllr Goodhram and seconded by Cllr Goad.

The Chairman said that once the allotments are fully operational there should be a memorial to Mary Ann Turner in that area by way of plaque, this to be agreed at a later date.

Handyman, Litter Warden and Gardener

The Gardener has given his notice, Sam Peates resignation was read to the Cllrs by the Clerk, it was agreed that a letter of appreciation be written and sent on behalf of the Parish Council, this was proposed by Cllr Goad and seconded by Cllr Goodhram, all agreed.

Notices for the position has gone up on the notice boards at the village hall, post office, newsagents and the main notice board, this will also go in the April Connect.

Community Speed watch Scheme

Two sites have been agreed at Impson Way and somewhere on the Swaffham Road, equipment training should be early March.

Trailer on Lynford Road

Things are progressing.

Volunteer Winter Gritting Programme

The Chair said that the Bowls club are prepared to sell the spreader to the Parish Council, the Chair proposed we do not wait until the winter to buy this back and that we purchase this now, all agreed.

Parish Office

The Chair said that the printer had to be replaced, the Chair proposed that we have an outside tap installed at the office as it is not practical to have the gardener coming through the office to fill up the water butts, all agreed.

War Memorial Area

The survey has been done, and photos have been taken by the Clerk, this needs to be sent off to the War Memorial Trust along with an application for an application to apply for a grant.

The Chair spoke about jet washing as it really does need cleaning up for this year, however, it will be best to wait to see what happens with the grant application.

**Minutes of the Mundford Parish Council Meeting
Held at Mundford Primary School, Mundford
on Thursday 6th March 2014**

Cricket Club

The Chair pointed out that the Cricket club is not dissolving, but in the unlikely event that it did the money could possibly be ring fenced by the Parish Council (as done in the past for Chilzone) for use if the club opened up again at a later date, Cllr Goad asked if the Cricket club had applied to the Parish council for them to do this, the Chair said they have not, after a discussion it was agreed that this should come off the agenda

7. CORRESPONDENCE

A letter from Helen Shepherd was read out informing the Council of The Home Festival which will be held on Saturday 9th August this year, Cllr Fox asked if there would be any opportunities for the other organisations in the village such as the Playgroup to benefit from this and raise money for their own organizations, Cllr Shepherd said this would be open to all to do this.

A letter from Mr Godwin was read out regarding a display case for the School to display pieces of the Lynford Mammoths, it was agreed that we should inform Mr Godwin that we will pass this on to the school/village hall this was proposed by Cllr Shepherd and Cllr Goad, all agreed

An e-mail from John Evans reference a one off payment to new university students in Mundford, this was discussed and agreed that the Parish Council would not Legally be able to do this as the Parish Council cannot award grants to individuals, this was proposed by Cllr Burton and seconded by Cllr Goodhram, all agreed

(At this point Cllr Shepherd and Cllr Monson had to leave the meeting)

A letter was read out regarding council tax support grant funding Mundford Parish Council will get £2940.58.

A Letter was read out from St Leonards Church regarding 2014 grant of £1,800 this was discussed and the conclusion was that the Church will need to complete a Grant Application form and submit this along with quotes for the work to the Council.

An e-mail was read out about the Bowls Club regarding their application for a grant to the Sports Council, they are asking MPC for a letter of support for their application.

The resignation from Sam Peate – The Gardener was read out earlier in the meeting.

8. FINANCE

The Chairman asked if all were happy to release the cheque for the Village Hall for £1,250, this was proposed by Cllr Fox and seconded by Cllr Weight, 8 were in favour.(Cllr Shepherd left the meeting earlier)

8.1 Accept and sign cheques

The Chairman did not read the cheque payments out for March as all Cllrs had been issued a copy, and Cllr Weight proposed that they should be accepted and signed. This was seconded by Cllr Burton, 8 were in favour.

The following payments were authorised at the meeting, 6th March, and cheques were signed by Cllr Fox and Cllr Shepherd. The payments sheet was signed by the Chairman.

**Minutes of the Mundford Parish Council Meeting
Held at Mundford Primary School, Mundford
on Thursday 6th March 2014**

Cheque	Description	Total
101671	Viking Direct	£ 316.22
101672	K&M Lighting Maintenance Charges	£ 117.59
101673	Iceni Pest Control	£ 48.00
101674	West Norfolk Community Transport	£ 80.00
101675	Mundford Playgroup (Donation)	£ 660.00
101676	Mrs A Shepherd CCS	£ 250.00
101677	EON (Parish Office)	£ 132.21
101678	Void	
101679	Mundford Village Hall (Donation)	£1250.00
101680	Mrs P Angus Clerk (wages,post & Mileage)	£ 567.30
101681	Mr A Veal (Litter Picker)	£ 62.10
101682	Mr N Balding (Handy Man)	£ 125.94
101683	K&M Lighting Installation charge	£ 399.00
101684	Void	

8.2 Website

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

Added events from the March issue of Connect
 Added posts ref New Clerk and February meeting
 There were 172 visitors to the website during February
 Met with new clerk to give her an overview of how to update the website, we added her photo to the contact page and ensured that both copies of the Parish archive were up to date

9. PLANNING APPLICATIONS

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

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

3PL/2014/013/F 35 54 Malsters Close IP26 5HJ.

Rear extension to form garden room and kitchen extension. Application dated 24th February 2014 – no objections sent.

10. STREET LIGHTING

11. REPORTS

District Cllr Ann Steward

Not at meeting.

County Cllr Ian Monson

Cllr Monson had left the meeting earlier

12. VILLAGE HALL

The Village Hall is in the process of prosecuting a resident for allowing their dog to foul on the green and also throwing the dogs mess out of their garden on to the green, Cllr Goodhram asked the chairman that if the Village Hall is successful with this prosecution their names are published in the Connect as this could deter other dog owners that live in the village.
 Cllr Burton also reported that they are still having a problem with the continuing fly tipping.

**Minutes of the Mundford Parish Council Meeting
Held at Mundford Primary School, Mundford
on Thursday 6th March 2014**

13. 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.

The date for the STANTA trip is 10th June 2014 which is a Tuesday, leaving at 5.00pm

The Clerk has provisionally booked two coaches and is awaiting confirmation of the prices.

Following a discussion whether the Parish Council will pay for the coaches this year, it was agreed they should, this was proposed by Cllr Fox and seconded by Cllr Burton.

Following a discussion regarding a donation it was agreed that a minimum of £2.00 from each person going on the tour should be given, this was proposed by Cllr Goad and seconded by Cllr Weight, all agreed.

The Criteria was discussed, and it was agreed that the tour will be for Mundford residents only, priority will be given to residents that applied last year and were not successful, however, those residents will need to reapply, if there are any spaces left on the two coaches these will be open to people that were successful last year on first come first served basis, this was proposed by Cllr Fox and seconded by Cllr Goad, 7 agreed.

The Chairman said that at least 4 Cllrs need to attend the tour to collect the donations.

14. MEMBERS' MATTERS

The Chairman would like to propose a resident for the Pride In Mundford scheme, this is to be Margaret Whiting for looking after the rose bed on the village green, this will go on the agenda for the meeting in April 2014

With nothing more to discuss, the meeting closed at 10.12pm

Chairman: _____ Date: _____