

**Minutes of the Mundford Parish Council Meeting
Held at Mundford Cricket Club, Mundford
on Thursday 25th September 2014**

PRESENT:

Councillors S. Eyres Chairman, J. Goad Vice-Chairman, A. Shepherd, J. Burton, C. Weight, L. Pratt, and P. Angus Clerk to the Council and 1 member of the public.

1. THE CHAIRMAN'S OPENING REMARKS

The Chair welcomed everyone.

2. APOLOGIES OF ABSENCE

Cllrs T. Fox, D. Goodrham, J Marston and County Cllr I. Monson. It was understood at this stage that District Cllr A. Steward would be attending and it was assumed that she was running late, however it became clear that as the meeting proceeded she would not be attending.

3. ACCEPT AND SIGN THE MINUTES

The minutes of the Parish Council Meeting held on Thursday 4th September 2014 were accepted and signed as a true record.

Proposed by Cllr Goad seconded by Cllr Pratt all were in favour.

4. DECLARATIONS OF INTEREST

None

5. PUBLIC PARTICIPATION

A resident that has recently moved to Mundford told the Cllrs that she is very impressed with the maintenance of the village and what a wonderful place Mundford is. The resident expressed concern that there is an issue with flooding outside her house in Fir Close which overflows into her garden whenever there is a downpour and also she uses a walking frame and is finding some of the paths in Fir Close and Brecklands difficult to walk on due to the uneven surfaces that are in need of some maintenance. The resident pointed out that she understands that this is a Highway responsibility and that if Highways are visiting the village she would like to meet with them and show them the problem. A discussion took place regarding these issues and it was suggested that photos are taken when the flooding is occurring to send to Highways and also the clerk would give the resident the Highways telephone number so that she can contact them herself. The resident did point out that she is very impressed with the paths that have been maintained also the new surface on the road in Fir Close and Brecklands.

6. MATTERS ARISING

Outstanding Highway

Installation of a kerb alongside the village green – Highways have now ordered the conservation kerbs for this area and once they arrive they will start the work as soon as is possible. The following are still outstanding with Highways, Fir Close - parking problem, Village Green - one way system, Cherry Tree Close - turning area no parking sign required, all these issues have been chased up by the clerk. 72 Malsters Close - path is raising due to a thistle coming up through the surface – the Chair said he has put some weed killer on this and it seems to have killed the thistle, boundary of 34 Impson Way - the bushes have now been cut back however the conifers are still outstanding and the clerk will put another note through the door, roundabout flooding –the Chair and Cllr Shepherd are due to take a look at the area again and report back to the Parish Council.

Bus Service

Passenger totals for August and September were

9th August = 7, 22nd August = 8, 6th September = 7 and 20th September = 4.

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Training and Courses

The clerk has provisionally booked a course on the 17th October called the black art of minute taking and the Cllrs agreed that she should attend.

Allotments

The tree for Maryann Turner will be discussed at the next meeting when Cllr Goodrham is in attendance. The fence will be installed in the autumn, the Chair informed the Cllrs that he has ordered the fencing and wire which he will be collecting within the next few days and hopefully Mr John Haydon will be putting the fence up. Mr Bruce McIsaac will be making the gate.

Handyman, Litter Warden and Gardener

Handyman - the Chair has spoken to Neil Balding the handyman to confirm he is still happy to work for the Parish Council and Neil informed the Chair that although he has been very busy he would still like to stay on and carry out the various jobs as and when required. Gardener – a discussion took place regarding some strimming that needs to be carried out in 3 – 4 areas in the village and it was agreed that the Chair would ask the gardener to do this.

Community Speed Watch Scheme

A notice has been placed in the October connect and also onto the website asking residents that are interested in volunteering to contact her by the 28th October. The clerk informed the Cllrs that she has been approached by a resident that previously volunteered for this scheme and he confirmed that he and his wife would both be interested, it was agreed the clerk will ask this resident if he would consider becoming the co-ordinator.

Trailer on Lynford Road

The various e-mails from Breckland Council planning and the environmental departments have been circulated to the Cllrs and this matter is still ongoing. The clerk read out an e-mail from the Planning Enforcement Manager confirming that a Planning Contravention Notice requiring Mr Ollett Senior and Junior to answer questions to establish the full ownership and the exact use of the land. The notice has been returned with answers to the questions and their lawyer is currently considering the replies. The Enforcement Manager also confirmed that a meeting took place between himself and Mr Ollett senior and junior to encourage them to carry out some remedial work or be served with a formal notice.

War Memorial area

The Clerk confirmed that the renovation work has now started on the War Memorial. The clerk also informed the Cllrs that Mr Barry Walker has agreed to sweep the layby area before Remembrance Sunday. The clerk will contact Revd Wiffen nearer the time to inform him that the Parish Council will be holding a 2 minute silence at the War Memorial at 11am on Remembrance Sunday, Cllr Goad said that we need to point out that this will be a non-religious ceremony. The Chair suggested and it was agreed that a band be attached to the Memorial to keep the wreaths in place.

Notice Board

The clerk informed the Cllrs that Mr Bruce McIsaac has most of the materials required for this job and he is hoping to start the repairs week commencing 29th September.

Multiple Occupancy

The clerk has received an e-mail from the Planning Enforcement Manager stating that he has inspected the property and found that there are 5 people living in the house and planning permission is not required as houses in multiple occupation can have up to 6 persons living together.

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Christmas Tree

The clerk has purchased 3 sets of white lights so there will be a total of 6 sets on the tree this year – 3 blue and 3 white. It was agreed that a notice would go into the November Connect inviting local businesses to contribute towards the tree. The Chair said that the arrangements and date for turning the lights on would be discussed at the next meeting.

Notice to all who served in our Armed Forces

Cllr Goad has written a tribute to all who served in the armed forces, this was circulated to the Cllrs who all agreed that this should go into the November Connect. The Chair thanked Cllr Goad for writing this on behalf of the Parish Council.

Bulb Planting

The date will be Saturday 18th October meeting at 10am outside the Parish Office.

Risk Assessment

October is the time to carry out the village risk assessment and Cllrs Burton and Shepherd volunteered to accompany the Clerk on Tuesday 7th October meeting at 2pm at the Parish Office.

7. CORRESPONDENCE

All correspondence has been circulated to the Cllrs.

8. FINANCE

8.1 Chilzone

The clerk has chased this up and is awaiting their response.

8.2 Accept and Sign the Cheques

The Chairman did not read the cheque payments out for September as all Cllrs had been issued a copy and Cllr Shepherd proposed that they should be accepted and signed this was seconded by Cllr Goad all were in favour.

The following payments were authorised at the meeting, 25th September and cheques were signed by Cllr Eyres and Cllr Shepherd. The payments sheet was signed by the Chairman.

Cheque	Description	Total
101772	West Norfolk Bus Service Aug invoice	£ 75.00
101773	Anglian Water Parish Office	£ 74.48
101774	Viking office stationary/printer inks	£ 85.46
101775	Mrs A Shepherd CCS	£ 250.00
101776	K&M Lighting new light (49)	£ 399.00
101777	NPTP Clerk training course	£ 35.00
101778	Mrs P Angus Clerk salary	£ 540.54
101779	Mr A Veal Litter warden salary	£ 64.00
101780	Iceni Pest Control	£ 48.00
101781	Mundford Scout Group Grant	£ 247.57
101782	Mrs P Angus (Christmas Lights)	£ 101.39
101783	West Norfolk Bus Service Sept invoice	£ 95.00
101784	Chase Timber (Fence for allotments)	£ 107.88
101785	Void cheque	
101786	Mr Bruce McIsaac Gardener salary	£ 61.90

8.3 Website

The Clerk has not received the figures from Mrs Godfrey for September these will be read out at the next meeting.

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9. PLANNING APPLICATIONS

3PL/2014/0788/F 72 Malsters Close IP26 5HJ

Rear single storey extension dated 25th July
Approved 25th September

3PL/2014/0860/F 24 Fir Close IP26 5EE

Single storey extension to side and rear of house dated 8th August 2014
No objections

3PL/2014/0932/F Land adjacent to A1065 IP26 5EU

Replacement antennas and dish at existing mobile base station dated 27th August 2014
No objections

10. STREET LIGHTING

A new light has been installed in The Lammas. It was agreed the clerk will speak to K&M lighting again for an update on a price and availability for extending the height of the metal posts by 2mtrs.

11. REPORTS

District Cllr Ann Steward

Further to an e-mail received by the clerk Cllr A. Steward was expected to attend the meeting, but had not arrived.

County Cllr Ian Monson

Cllr Monson sent apologies that he could not attend due to a prior engagement.

STANTA

The notice regarding the STANTA activities is posted on the notice board every week.

12. MEMBERS' MATTERS

Cllr Weight enquired why he had not seen copies of the Village Hall minutes, Cllr Burton said that the trustees had made a decision that these would not be made public.

With nothing more to discuss the meeting closed at 8.28

Chairman: _____ Date: _____