

**Minutes of the Mundford Parish Council Meeting
Held at Mundford Cricket Club, Mundford
on Thursday 23rd October 2014**

PRESENT:

Councillors S. Eyres Chairman, J. Goad Vice-Chairman, A. Shepherd, J. Burton, C. Weight, L. Pratt, T. Fox, D. Goodrham 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

Cllr J. Marston

3. ACCEPT AND SIGN THE MINUTES

The minutes of the Parish Council Meeting held on Thursday 23rd September 2014 were accepted and signed as a true record.

Proposed by Cllr Goad seconded by Cllr Pratt 6 were in favour.

4. DECLARATIONS OF INTEREST

The Chair declared an interest in item 8.4 donation for the Cricket Club.

5. PUBLIC PARTICIPATION

None

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 and there is still no response from the Highways department, it was agreed that the clerk send a letter to County Cllr Monson regarding these issues. 72 Malsters Close - Highways have inspected this area and were unable to find any defect at intervention level, boundary of 34 Impson Way – The trees have now been cut down and taken away, roundabout flooding –the Chair and Cllr Shepherd are due to take a look at the area again and report back to the Parish Council. A discussion took place regarding the large vans and lorries that are parking in Crown Road and in front of the village green, these vehicles appear to belong to people that are staying at the Crown Hotel, it was agreed that the clerk write a letter to Mr Walker asking if he could ask his clients with the larger vehicles to park more thoughtfully so that parts of the road are not blocked or causing obstruction to the local residents.

Bus Service

Passenger totals for October were

4th = 4 passengers and on the 20th = 6 passengers.

Training and Courses

The Clerk attended a course called “The Black Art of Minute Taking” and informed the Cllrs that the course was very informative and helpful.

Allotments

The plaque for Maryann Turner has now been completed and this was passed around to the Cllrs. It was agreed that the clerk write a letter of thanks to Mr Harvey Walters who made this for the Parish Council free of charge. It was suggested that the plaque is mounted on to a concrete plinth and Cllr Goad is going to investigate where we can obtain this type of plinth from. It was agreed that a cherry tree be planted on the allotments in remembrance to Maryann Turner. The Parish

Minutes of the Mundford Parish Council Meeting Held at Mundford Cricket Club, Mundford on Thursday 23rd October 2014

Council gardener will erect the fence as part of his paid gardening duties. Once the fence is up the hawthorn bushes can then be planted.

Handyman, Litter Warden and Gardener

Gardener – it was agreed to award a pay increase to Mr Bruce McIsaac increasing his pay from £7.75 up to £8.00 an hour this was proposed by Cllr Fox and seconded by Cllr Shepherd all agreed. A discussion took place regarding the benches that now need retreating and the bus shelters that need cleaning and it was agreed that the clerk would send a list of the jobs that need to be carried out to the handyman with a date that these jobs need to be done by.

Community Speed Watch Scheme

Following a notice that was placed by the clerk 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 reported that she has had just 3 people contact her, Cllr Pratt informed the meeting that he contacted all on the volunteer list and he had 1 person still interested. A discussion took place and it was agreed that if there is no further response by the 28th October this item would come off the agenda this was proposed by Cllr Goodrham and seconded by Cllr Burton all agreed.

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. Mr Chris Curtis from the Breckland Planning Enforcement Office has offered to attend the December Parish Council meeting to give an overview of his department's procedures, however he has stressed that he will be unable to discuss any live cases, it was agreed that the clerk contact him to confirm that the Cllrs would like him to attend.

War Memorial area

The renovation work is now complete. The Chair informed the meeting that he and Cllr Burton have since inspected the Memorial and are very unhappy and disappointed with the finished product. The lettering is poorly finished with patches of the black left on the surface around the letters, the undercoat is showing through on some of the letters, the base has not been renovated satisfactorily and the path is not up to the standard that we were expecting, overall the job is not what the Parish Council would expect for the fee of £2,400. It was agreed that the clerk write to the Stone Mason asking that they come back and bring the job up to the standards that the Parish Council were expecting.

Notice Board

The Chair informed the Cllrs that the notice board is still work in progress and this should be finished shortly.

Multiple Occupancy

Following a discussion regarding the disturbances from this residence it was agreed that the clerk write to the owner of the house to see if he can assist with this problem.

Christmas tree

The Chair has obtained a price from Elveden for a 5mtr high tree @ £150 + Vat plus £20.00 for delivery it was agreed that the Chair would obtain an alternative price from Diddlington Nurseries to compare. Following a discussion it was agreed that the tree will be erected on Saturday the 29th November and the lights would be turned on at 5.00pm, the clerk will put a notice in the November Connect informing residents of the date and time.

Notice to all who served in our Armed Forces

This notice will appear in the November Connect.

Bulb Planting

11 residents turned up to plant this year's bulbs which were hyacinths and crocuses.

Minutes of the Mundford Parish Council Meeting Held at Mundford Cricket Club, Mundford on Thursday 23rd October 2014

Partnership Scheme

Following a complaint that the Chair had received from a resident regarding the sharp bend in St Leonards Street a discussion took place and it was agreed that the clerk ask Highways if it would be possible to trim off some of the green verge on that corner and putting in an island with the view that this will slow down the cars as they come around the bend. This was proposed by the Chair and seconded by Cllr Burton 7 agreed.

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 October as all Cllrs had been issued a copy. Cllr Weight 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, 23rd October and cheques were signed by Cllr Fox and Cllr Shepherd. The payments sheet was signed by the Chairman.

Cheque	Description	Total
101787	Mr S Eyres (Chase Timber Products)	£ 12.85
101788	K & M Lighting Maintenance and New Light No 49	£ 516.59
101789	Mrs A Shepherd - CCS	£ 200.00
101790	Royal British Legion Donation	£ 100.00
101791	West Norfolk Bus Service	£ 90.00
101792	Iceni Pest Control	£ 48.00
101793	Mrs P Angus Clerk Salary/Mileage/Light for Parish Office	£ 705.50
101794	Mr B McIsaac Gardener Salary/Mileage and Notice Board Timber and Glass	£ 237.53
101795	Mr A Veal Litter Warden Salary	£ 64.00
101796	Post Office – HMRC payment	£ 109.47

8.3 Website

The Clerk read out a report from Mrs Godfrey that in September the new bus timetable was uploaded, posts were added for the Chairman's report and speed watch scheme and there were 176 visitors, to date there has been 127 visitors October.

8.4 Donations

It was agreed earlier in the year that a donation of £100 be made to the Royal British Legion and the cheque has been signed at this meeting. As the Parish Council now have their meetings in the Cricket Club and are not charged to use this facility it was agreed that a donation of £90.00 which works out at £15.00 per meeting for the last six months be made to the Cricket Club, this was proposed by Cllr Fox and seconded by Cllr Burton. The chair had declared an interest in this matter therefore he did not have any discussion regarding the agreement of the amount of this donation.

**Minutes of the Mundford Parish Council Meeting
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8.5 Budget 2015/2016

The Chair informed the Cllrs that the clerk will shortly be preparing next year's budget and this will be presented at the December meeting. The Chair pointed out that there are 5 old concrete lamp posts that may need replacing and this could make an impact on this budget. The clerk has asked the lighting contractors for a price for the replacement post. The clerk informed the Cllrs that Breckland Council will be awarding the council tax grant to the Parish Council.

8.6 Risk Assessment and Health and Safety report 2014

The risk assessment was carried out by the clerk and Cllr Burton on the 14th October and all is in order, a copy of this was distributed to the Cllrs prior to the meeting, the Chair signed the Risk Assessment and the Health and Safety report for 2014.

9. PLANNING APPLICATIONS

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

Single storey extension to side and rear of house dated 8th August 2014
Planning approved 9th October 2014

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

The Chair informed the Cllrs that he has recently been approached by 2 residents regarding the possibility of installing a street light in Pig Stye Lane between the Bowls Club and Green Acre Close, it was agreed that the clerk would enquire with Breckland Council and Highways to see where we would stand with this.

11. REPORTS

District Cllr Ann Steward

Not at meeting

County Cllr Ian Monson

Not at meeting

STANTA

The notice regarding the STANTA activities is posted on the notice board every week. It was agreed that this item would now come off the agenda.

12. MEMBERS' MATTERS

It was agreed that it would be discussed at the December meeting as to whether there would be a January meeting. Cllr Shepherd has been informed by a resident that she had fallen over on the pavement between numbers 20 to 24 in The Lammas and the fall caused her to break her glasses which resulted in a black eye, the clerk will check this area and report to Highways any findings. Cllr Goodrham asked that the Bennetts houses for sale sign be taken down on the roundabout however Cllr Shepherd thinks that there is a property that has not yet been sold and she will check this out before the clerk contacts Bennetts. The chair informed the Cllrs that he may not be able to attend the December meeting.

With nothing more to discuss the meeting closed at 9.25pm

Chairman: _____ Date: _____