

**Minutes of the Mundford Parish Council Meeting
Held at The Cricket Club, Mundford
on Thursday 22nd October 2015**

PRESENT:

Councillors J. Burton Chairman, S. Eyres Vice Chairman, C. Angus, A Shepherd, T. Fox and D. Frost.

1. THE CHAIRMAN'S OPENING REMARKS

The Chair welcomed everyone to the meeting.

2. APOLOGIES OF ABSENCE

Cllr Weight, Cllr Marston, Cllr Goodrham, Cllr Nairn and Cllr Monson

3. ACCEPT AND SIGN THE MINUTES - To accept and sign the minutes of 1st October 2015

The minutes of the Parish Council meeting held on Thursday 1st October 2015 were accepted and signed as a true record. This was proposed by Cllr Angus, seconded by Cllr Marston and 3 agreed.

4. TO RECEIVE DECLARATIONS OF INTEREST

The chair declared and interest in item 8.6 Grant for the village hall.

5. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

None

6. MATTERS ARISING

6.1 Outstanding Highway Matters

The following have all been reported to Highways and are still outstanding. Lynford Road traffic, overhanging tree branches on pedestrian crossing light, flooding outside 35 Fir close and overflowing drain outside 22 St Leonards. With regard to the parking on pavements Cllr Nairn has not heard from the residents that reported the problem at the last meeting however one of the cars has recently been removed from the pavement and is now legally parked.

6.2 Allotments

Following a discussion Cllr Eyres proposed that the Clerk will send a letter to all allotment tenants asking them if they would like to half the size of their plots so that the other half can be offered to the some of the people on the waiting list this was seconded by Cllr Angus and all agreed. The handyman will be asked to repair the damaged manhole cover on the site. Following a discussion it was agreed that the wording on the plaque for the late Mary Ann Turner will be slightly changed and the plaque needs to be 4" bigger all round, Cllr Eyres will speak to the Apex Signs to arrange for the amendments to be made.

6.3 Scouts Hut Area

Cllrs Weight, Eyres and Burton met with Caroline Turner at the Scout Hut area on the 17th October, it was agreed that the Scouts can erect a fence across the front of the area with access for vehicles and pedestrians.

6.4 Handyman/Gardener

Nothing to report

6.5 Training and Courses

The Clerk attended a Budget Course on the 12th October 2015 and found it very helpful and informative.

6.6 Defibrillator

The Match Funding application has been sent to Brecklands and the Parish Council should hear in the near future if they are successful or not.

6.7 Remembrance Day

A notice has been placed in the November Connect inviting residents to join the Parish Councillors for a service at the War Memorial on Remembrance Day at 11.00am Cllr Frost confirmed that there will be

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a Vicar to conduct the service however he will be conducting a service at the church at 10.00am and will then come to the War Memorial after that service and hopefully this be at 11.00.

6.8 Christmas Tree

A notice has been placed in the November Connect announcing that the Parish Council and The Crown Hotel will be turning their Christmas lights on at the same time on the 28th November at 5.00pm, Village Voices choir will sing Carols and The Crown will be serving mulled wine and mince pies. It was agreed that the Clerk and Cllrs that are able to attend would meet at 10.00am on the 28th November to erect and decorate the tree. Cllr Angus has tested the lights and it was agreed that the Clerk will need to order one new set of white lights to replace a faulty set.

6.9 Mundford Post Office –Subject to public consultation the post office will be moving to the Mace in St Leonards

The Clerk has received a call from the Kevin Shepherd – Area Manager Network for the Post Office, he informed the Clerk that subject to public consultation the Post office will be moving to Mace, the public consultation will begin towards the end of October 2015. The Post Office has asked that the Parish Council give their full support for this move and publicise this on the web site, notice board and the Connect. The Clerk has e-mailed a draft to the Chair and hopefully this can be arranged whilst she is on holiday.

6.10 Pig Sty Lane – Mud

The clerk has received another complaint regarding the mud in Pig Sty Lane suggesting that the Parish Council put some hard core on the area. Following a discussion it was agreed that this is a country lane and putting hard core in the area would not be suitable. It was also agreed that when the Clerk returns from her holiday she would find the previous correspondence that was exchanged between this resident and the Parish Council and meet with the Chair to agree on the Councils response to this resident.

7. CORRESPONDENCE

The Clerk has received a letter from a resident regarding speeding on the A134, this has been passed to Highways.

8. FINANCE

8.1 To Accept and Sign the Cheques for October 2015 Invoices

Cllr Fox proposed to accept and sign the cheques for October payments this was seconded by Cllr Angus and all agreed.

The following payments were authorised on Thursday 22nd October 2015. The cheques were signed by Councillor A. Shepherd & Councillor T. Fox.

Balance for October 2015	£ 22043.97
Minus the following direct debits	
E.ON Street lighting - energy	£ 247.36
Telephone/WIFI Parish Office	£ 61.35
Total	£ 21735.26
Plus the following income	
Donation for Christmas Tree	£ 50.00
Donation for Defibrillator	£ 100.00
Car Scheme	£ 311.42
VAT Refund	£ 408.04
Total	£ 22604.72

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Cheque	Description	Total
101931	West Norfolk Bus Service	£ 90.00
101932	Mrs A Shepherd CCS	£ 200.00
101933	Viking Stationary – CCTV Stickers	£ 18.38
101934	K&M Lighting Maintenance and Lights 70 & 73 Billy Emms	£ 899.17
101935	Iceni Pest Control	£ 40.00
101936	T.T.S.R Grass Cutting April to Oct 2015	£1423.08
101937	Mundford Cricket Club Donation for use of Hall for meetings – 8 months	£ 120.00
101938	Mrs P Angus – Salary and Mileage to Swaffham	£ 621.52
101939	NALC Autumn Conference Cllr Weight Attending	£ 40.00
101940	Mr B McIsaac – Salary/Mileage/Bench Treatment	£ 183.50

Total of cheques paid = **£ 3635.65**
Balance in Community Account November 2015 = **£ 18969.07**

Balance in Savings Account = **£22786.80 ***
***Includes Chilzone Ring Fenced money of £ 1592.96**

8.2 Website – report from Mrs Godfrey

Mrs Godfrey has completed the following tasks. Backing up a few website files and folders (the majority are backed up automatically), updating WordPress and its plugins, running a security scan, adding events from the latest issue of Connect and from local groups, checking the website statistics, blacklisting referrer spam websites to prevent spam and fake activity hitting the website. She has also added events for: Remembrance Day Service, Turning on the Christmas tree lights and added posts for: Christmas tree light sponsors, Thanks to Volunteer Litter Pickers, Volunteer Bulb Planters, added 11 photos of the spring bulb planting to the relevant post and the Parish archive. E-mailed Karen Boxall the editor of Connect about how the website could possibly help with the initiative to put the magazine online

8.3 Bus Service – monthly review of passenger figures

3rd Oct = 4 passengers £51 and 17th October = 6 passengers £39, total cost to the Parish Council £90.00

8.4 2016/2017 Budget - to discuss next year's expenditure and if any impact on the budget

The Clerk will be preparing the budget to be presented at the December meeting. It was agreed to include in the budget the cost for an extra 6 Led lights, these lights will replace the old style orange lights that are in The Lammas. As these old style lights are only 3 years old these could then be moved to Swaffham Road. The cost to replace the lights will be £400 per light and approximately £150 each to move the old lights. This was proposed by Cllr Eyres seconded by Cllr Fox and all agreed. It was also agreed that the precept would not be increased for 2016/2017.

8.5 PTA Grant Application

The PTA has decided not to apply for a grant.

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8.6 Village Hall Grant Application

The application had been circulated to the Cllrs prior to the meeting. Cllr Shepherd proposed that the full amount of £2187 is given to the Village Hall this was seconded by Cllr Frost 2 agreed. Cllr Eyres proposed that £1200 is given this was seconded by Cllr Fox and 3 agreed. The Chair had declared an interest in this matter and was unable to vote. £1,200 will be awarded to the Village Hall upon the completion and receipt of invoices for the work.

8.7 Circle of Friends Grant Application

The Circle of Friends has decided not to apply for a grant.

9. PLANNING APPLICATIONS

3PL/2014/0970/F Browns Kitchens Swaffham road IP26 5EH

Business signs, 1 fascia sign, 1 projecting sign and 3 hoardings (retrospective) dated 29th October
Split decision has been made as follows – **Planning approval granted for the Mundford Gift Shop signs that are located outside the shop and on the fascia. Planning is not approved for all the car wash signs on the Browns site and the Mundford gift shop sign that is mounted on the fence alongside the car wash signs.**

3PL/2015/1036/F Fir Cottage 26 St Leonards Street IP26 5HG

Replacement dormer windows and Crittall metal window (Retrospective) dated 15th Sept 2015
No objections

3PL/2015/1037/F Fir Cottage 26 St Leonards Street IP26 5HG

4 dormer windows in the thatched portion of the house dated 15th Sept 2015
No objections

3PL/2015/1085/D 4 Lynford Road IP26 5HN

New dwelling and Garage dated 9th Sept 2015
No objections

10. STREET LIGHTING

A resident in Billy Emms Court has commented on how much brighter and better the new Led lights are.

11. REPORTS

12.1 District Cllr Mike Nairn

Apologies sent

12.2 County Cllr Ian Monson

Apologies sent

12. MEMBERS' MATTERS

None.

With nothing more to discuss the meeting closed at 8.45 pm

Chairman: _____ Date: _____