

**Minutes of the Mundford Parish Council Meeting
Held at The Cricket Club, Mundford
on Thursday 4th February 2016**

PRESENT:

Councillors J. Burton Chairman, S. Eyres Vice Chairman, C. Angus, A Shepherd, T. Fox, K Weight, D Goodrham, J Marston, County Cllr I Monson and Mrs P Angus Clerk to the Council
There were three members of the public

1. THE CHAIRMAN'S OPENING REMARKS

The chair welcomed everyone

2. APOLOGIES OF ABSENCE

Cllr Frost and District Cllr Mike Nairn

3. ACCEPT AND SIGN THE MINUTES – To accept and sign the minutes of 3rd December 2015

The minutes of the Parish Council meeting held on Thursday 3rd December 2015 were accepted and signed as a true record. This was proposed by Cllr Goodrham, seconded by Cllr Angus and all agreed.

4. TO RECEIVE DECLARATIONS OF INTEREST

None

5. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

A resident thanked those that plant the bulbs and keep the village clean and tidy, however he was very disappointed with the various advertising signs that are still displayed around the village, he also complained about a house in the Lammas that keeps their outside light on all the time which shines into his bedroom window all night, following a discussion it was agreed that the Clerk would contact Breckland Council regarding the light nuisance and would investigate if some of the advertising signs were on Forestry land in which case the Forestry Commission could possibly have them removed. A representative from St Leonards Church went through the facts and figures regarding the Church's application for a grant, a decision on this matter was made later in the meeting under item 8.6. A resident asked the Clerk about the drain that floods outside his house when it rains, the Clerk informed the resident that this matter has been reported to Highways along with photos of the flooding.

6. MATTERS ARISING

6.1 Outstanding Highway Matters

Trees over hanging the traffic lights – The Highways department informed the Clerk that these were on the school property, the school has confirmed to the Clerk that their tree surgeon will be cutting these back. The Clerk has reported some dead elm trees in the same area outside the schools grounds to Highways who will be inspecting them in due course.

6.2 Allotments

Following a discussion it was agreed that the next two allotments that become free will be halved in size so that 4 instead of 2 residents on the waiting list could have an allotment, this was proposed by Cllr Eyres, seconded by Cllr Angus and all agreed. Cllr Goodrham explained that the plaque for Maryann Turner was still with the manufacturer.

6.3 Scout Hut Area

Following the Parish Council meeting in November the Clerk asked the Scouts leader to replace the broken septic tank cover, the Chair said he will take a look to see if this has been done.

6.4 Handyman/Gardener

Following a discussion it was agreed that Mr Bruce McIsaac will order 4 wooden flower tubs to replace the tubs at the bottom of Malsters Close at the cost £41.40 each, this was proposed by Cllr Shepherd seconded by Cllr Marston and all agreed. Cllr Eyres proposed that polyanthas be ordered to replace the pansies that have been eaten by the deer in the flower bed by the War Memorial this was seconded by Cllr Shepherd and all agreed. A discussion took place regarding the benches that are being repaired by the Handyman it was agreed that the existing benches will last around another year, it was agreed that the Clerk would obtain some prices for replacement benches that may be needed in the future.

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6.5 Defibrillator

An application for a free defibrillator had been made to the British Heart Foundation and the Clerk is waiting to hear if we have been successful.

6.6 Mundford Post Office –Move to the Mace

The Clerk informed the Cllrs that the old Post Office will be shutting at 1pm on the 23rd March and the new Post Office will open on the 24th March 2016. A discussion took place regarding the parking outside the new facility and it was agreed that the Parish Council would keep an eye on the situation and if necessary the Clerk would put a notice in the Connect asking that people park sensibly for example, do not block peoples drives, do not park on the pavements and park on the same side of the road.

6.7 Pig Sty Lane – Diseased Tree

Diseased Horse Chestnut Tree – Brecklands tree consultant has inspected this tree and has informed the Clerk that this needs to be cut down, Norfolk County Councils Public Right of Way department have also contacted the Clerk to confirm that Pig Sty Lane is their responsibility and they are going to take a look at the tree and will see what can be done regarding the mud problem.

6.8 Village Green – maintenance on base of sign and chains and post

Village sign base – Cllr Eyres said that Mr John Dixon has inspected the base and if it's only an hours work he will not charge the Parish Council for the repair. Bruce McIsaac has agreed to paint the chains and posts and following a discussion it was agreed that the Clerk ask Mr McIsaac if he can complete this job by Easter

6.9 Flyer/Leaflet for Annual Parish Council Meeting in April

In 2014 and 2015 the Parish Council had leaflets printed by a professional printer, following a discussion Cllr Shepherd proposed that the Clerk produce a simple black and white flyer for this year's meeting this was seconded by Cllr Fox and 7 agreed. Coloured posters will be put up around the village as in previous years.

7. CORRESPONDENCE

None

8. FINANCE

8.1 To Accept and Sign the Cheques for December 2015 and January 2016 Invoices

The Chairman did not read the cheque payments out for December 2015 and January 2016 as all Cllrs had been issued a copy. Cllr Goodrham proposed to accept and sign the cheques for December 2015 this was seconded by Cllr Angus and all agreed. Cllr Goodrham proposed we accept and sign the cheques for January 2016 this was seconded by Cllr Shepherd and all agreed.

The following payments were authorised on Thursday 4th February 2016. The cheques were signed by Councillor A. Shepherd & Councillor S. Eyres.

Payments for December 2015 Invoices

Balance for December 2015	£ 11132.94
Minus the following direct debits	
E.ON Street lighting - energy	£ 247.36
Telephone/WIFI Parish Office	£ 68.70
Anglian Water – Parish Office	£ 63.56
Balance after direct debits	£ 10753.32

Cheque	Description	Total

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101953	Iceni Pest Control	£ 40.00
101954	Void Cheque	£ 0.00
101955	Mrs P Angus – December Salary	£ 621.28
101956	Mrs A Shepherd - CCS	£ 150.00
101957	Viking Stationary – Batteries and Paper	£ 55.09
101958	Mrs R Godfrey – Web Hosting	£ 240.00
101959	Post Office - HMRC	£ 59.20
101960	West Norfolk Community Transport – Bus Service	£ 78.00
101961	K&M Lighting – Street Light Maintenance	£ 93.40

Total of cheques paid = £ 1336.97
Balance in Community Account January 2016 = £ 9416.35

Balance in Savings Account = £ 22789.64 *
***Includes Chilzone Ring Fenced money of £ 1592.96**

Payments for January 2016 Invoices

The following payments were authorised on Thursday 4th February 2016. The cheques were signed by Councillor A Shepherd & Councillor T Fox

Balance for December 2015	£ 9416.35
Minus the following direct debits	
E.ON Street lighting - energy	£ 255.60
Telephone/WIFI Parish Office	£ 53.29
Total direct debits	£ 308.89
Plus the following income	
Community Car Scheme	£ 357.60
VAT Refund	£ 1179.49
Total income	£ 1537.09
Total after direct debits + income	£ 10644.55

Cheque	Description	Total
101962	Iceni Pest Control	£ 40.00
101963	WNCT Bus Service	£ 72.00
101964	Mrs P Angus Salary and Mileage	£ 650.32
101965	Mr B McIsaac Handyman/Gardener Salary and Mileage	£ 80.23
101966	K&M Lighting – New Lights 74 and 75	£ 798.00
101967	Mrs A Shepherd - CCS	£ 200.00
101968	Mundford Village Hall Grant	£1200.00
101969	K&M Lighting – Street Light Maintenance	£ 93.40

Total of cheques paid = £ 3133.95
Balance in Community Account February 2016 = £ 7510.60

Balance in Savings Account = £ 22789.64 *
***Includes Chilzone Ring Fenced money of £ 1592.96**

8.2 Website – report from Mrs Godfrey

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The Clerk read out the report for December 2015 and January 2016 stating that the usual security scans had been run and that various posts and notices that were in the Connect had been uploaded, in 2015 the website received on average a total of 319 visitors per month and in January 2016 there was a total of 197 visits to the site, she also fixed a problem with the quick contact form.

8.3 Bus Service – December 2015 and January 2016 Bus Figures

December there were 6 passengers on the 12th and 6 on the 19th total cost to the Council was £78.00.
January there were 6 passengers on the 9th and 7 on the 23rd total cost to the Council was £72.00

8.4 Playgroup application for financial assistance

Not received

8.5 Football Club application for financial assistance

Not received

8.6 St Leonards Church application for financial assistance

Copies of the grant application for £2,500 had been circulated to the Cllrs prior to the meeting, the representative from the Church pointed out that he could only present 2014 accounts at this time and following a discussion it was agreed that the Parish Council would need to see the 2015 accounts before a decision on what will be awarded can be reached.

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/2015/0882/F Lynford Hall, Lynford Road IP26 5EH

Proposed Lodges, 79 x 1 bed and 26 x 2 bed

This planning application has now been withdrawn

Reference Planning 3PL/2016/0040F 34 Swaffham Road IP26 5HR

New 3 bedroom bungalow with detached garage and modified access to Highway dated 26th January
In circulation to the Cllrs

10. STREET LIGHTING

A New Lamp that cost £65.00 as against £332.50 for existing replacements has been put up outside Cllrs Eyres house as a trial, Cllr Eyres pointed out that the diffuser on the new light was giving a tram line effect and he had asked the lighting contractors if they could change this Cllr Eyres also said that all other lamp post in Malsters Close would not be suitable for this type of replacement, however this would be suitable for Saxon Walk, Cherry Tree Close, Impson Way and Bracken Rise, it was agreed that the Clerk ask if we can trial another one in Cherry Tree Close as the diffusers are slightly different to the Malsters Close light. The lighting contractors have now given the Parish Council a cost of extending the columns @ 1 metre £107.87 and 1.5 metres £123.74 + vat, following a discussion it was proposed by the Chair that Cllr Eyres would choose 3 posts in the village to be extended by 1.5 metres this was seconded by Cllr Angus and all agreed.

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11. REPORTS

11.1 District Cllr Mike Nairn

Apologies sent

11.2 County Cllr Ian Monson

County Cllr Ian Monson gave the Council an update on matters concerning the County Councils agenda items which included possible changes to the cuts that were originally discussed, an increase of 4% in Council Tax for 2016/2017 and Highway matters.

12. MEMBERS' MATTERS

Cllr Fox has been approached by St Nicholas Hospice asking if the Parish Council can display their notice asking for Hospice Neighbours on the notice boards and also in the March Connect. The Chair asked that the Cllrs consider whether there is a need for monthly meetings and could the meetings be held every other month, the Chair also informed the Cllrs that he will be stepping down as the Chairman for 2016/2017.

There was a discussion regarding the sign on the roundabout which is now outside the fence that the owners of the land have put up and whether this sign was now on Highways land and not the land owners, Cllr Shepherd suggested that the landowner be contacted before we approach Highways again. Cllr Fox pointed out that a new fence has been put up on Swaffham Road just before Hawthorn Drive which looks as if it could interfere with drivers vision as they leave the Drive, the Clerk will check this with Highways. Cllr Eyres mentioned about the 8 – 10 bags of garden rubbish that had been put in the forest up by Impson way and suggested a leaflet drop in Impson way asking that residents be vigilant and report to the Parish Council if they see anyone fly tipping in the area, this will go on the next meeting agenda for discussion

With nothing more to discuss the meeting closed at 8.45pm

Chairman: _____ Date: _____