

**Minutes of the Mundford Annual Parish Council Meeting
Held at The Cricket Club, Mundford
on Thursday 5th May 2016**

PRESENT:

Councillors J. Burton Chairman, S. Eyres Vice Chairman, C. Angus, A Shepherd, K Weight, D Goodrham, J Marston, D Frost, and Mrs P Angus Clerk to the Council
There were 9 members of the public.

1. ELECTION OF CHAIRMAN

Cllr Angus proposed that Cllrs Eyres be elected as Chairman this was seconded by Cllr Goodrham and all agreed.

2. ELECTION OF VICE CHAIRMAN

Following a discussion it was agreed to defer this part of the agenda to the next meeting when Cllr Fox will be in attendance.

3. THE CHAIRMAN'S OPENING REMARKS

The chair welcomed everyone to the meeting.

4. APOLOGIES OF ABSENCE

Cllr Fox, District Cllr Nairn and County Cllr Monson.

5. ACCEPT AND SIGN THE MINUTES

The minutes of the Parish Council meeting held on Thursday 7th April 2016 were accepted and signed as a true record. This was proposed by Cllr Goodrham seconded by Cllr Marston and all agreed.

6. TO RECEIVE DECLARATIONS OF INTEREST

None

7. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

A resident from Cranwich explained that he was at the meeting to complain about the constant speeding of cars going through Cranwich, he explained that he had reported this problem to his local MP (who at that time was Christopher Frazer) who had turned up with the press but seemed only to be interested in a photo shoot and not the dangerous speeding problem, he went on to describe various dangerous driving that he has witnessed whilst driving/living in Cranwich. Following a discussion the Chair said that although Cranwich was not part of Mundford Parish the Cllrs would be happy to support them by reporting this to County Cllr I Monson and asked the resident to give the Clerk his name, address and telephone number so that she can pass this on to the County Cllr. Another resident reported that when she has been crossing the pedestrian crossing lorries have been coming into Mundford so fast that they have been unable to stop. Cllr Goodrham suggested that we ask if the police can carry out spot check speed checks on this stretch of road.

8. MATTERS ARISING

8.1 Outstanding Highway Matters

The following have all been reported to Highways - Surface of West Hall Road - St Leonards street gully's overflowing – The Lammas badly cracked pavement between 119 and 123. To date the Clerk has not heard from the Highways department on the progress of these problems.

8.2 Allotments

Maryann Turner memorial plaque – The Chair said that he will mount the plaque on the plinth. Trip Hazard on plot one – the Clerk has asked the tenant to deal with this and with chase this up if this has not been done.

8.3 Handyman/Gardener

Nothing outstanding

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8.4 Defibrillator

The Clerk explained that the grant application paperwork had been submitted to Breckland Council, however she has been told that due to some changes within various departments at Brecklands there will be a delay in getting back to her with a decision.

8.5 Pig Stye Lane – Diseased Tree and Mud

This has been reported to and chased up with Norfolk County Council footpath and right of way department.

8.6 New dog bin in Adeane Meadow

The new litter/dog bin has now been installed in Adeane Meadow and the Clerk has asked Breckland Council to put the combined dog/litter bin sticker on it.

8.7 Stanta Trip 2016

Two coaches have been booked (there are no more than two coaches allowed per trip) the cost is a total of £380 and the announcement has gone into the connect, the Clerk has also put this on the notice boards and in the newsagents window, there is a total of 108 places available, so far 23 people have applied to come on the trip. Cllrs Angus, Weight and the Chair will collect the ticket money as people board the coach.

8.8 Village Green – Posts and Chain maintenance

The chains and posts have now been painted and Cllr Goodrham remarked that it looks very good.

8.9 Training and Courses

The Clerk attended a Public Nuisance training course which included the problem with dog fouling, she explained to the Cllrs that the following was suggested to try and cut down on the problem – down loading posters from the Keep Britain Tidy site at a cost of £5.00 for 10 posters which explain that dog waste can be deposited in to litterbins as well as dog bins, involving the school children in designing a poster, posters exclaiming the dangers of dog faeces to other animals, adults and children, fluorescent chalk based paint to spray on to the faeces to show up the problem and also to stop people walking in it, asking a couple of dog walkers to become volunteer dog wardens which will entail wearing a high visibility jacket labelled “Dog Warden” these volunteers will be supplied with dog waste bags which they can offer to anyone they see leaving there dog waste on the pavement and this will also be a deterrent to the guilty dog owners, she was also advised that bagged dog waste can be put into normal litter bins. Following a discussion it was agreed that the Clerk would purchase the posters, fluorescent paint and advertise in the Connect for volunteer dog wardens, the clerk will also put in the Connect and on notice boards and bins that dog waste can be put into the litter bins around the village. The School will be asked if they want to involve the Children in designing posters.

9. CORRESPONDENCE

None.

10. FINANCE

10.1 To Accept the Payments and Cheques for the May 2016 meeting

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

The following payments were authorised on Thursday 5th May. The cheques were signed by Councillor A Shepherd & Councillor S. Eyres.

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Balance for April 2016	£2,887.56	
Minus the following direct debits		
E-On Street Lighting	£255.60	
Telephone Wi/Fi	£56.30	
Total Direct Debits	£311.90	
Plus the following income		
Precept	£15,000.00	
Breckland Grant 1st Instalment	£1,073.50	
Allotments	£50.00	
Total Income	£16,123.50	
Total after Direct Debits and Income	£18,699.16	
Cheques	Description	Total
101991	Iceni Pest Control	£40.00
101992	K&M Lighting April Maintenance	£93.40
101993	Zurich Parish Insurance	£519.89
101994	Glasdon -Litter/Dog Bin	£229.22
101995	Mrs A Shepherd CCS	£150.00
101996	K&M Lighting May Maintenance and New Light 84	£492.40
101997	Mr B McIsaac - Salary and Mileage	£48.25
101998	Mrs P Angus - Salary/Mileage/Payment CCS Med	£712.32
101999	West Norfolk Community Transport	£123.00
Total Cheques paid		£2,408.48
Balance in Community Account May 2016		£16,290.68
Balance in Savings Account (£1592.96 Ring Fenced for Chilzone)		£22,789.64

10.2 Internal Audit – Clerk to report

The Clerk reported that Serena Barnes had carried out the internal audit and had signed the Audit Return forms as all book keeping was correct.

10.3 External Audit 2016/2017 Annual Return

The completed Annual Return figures had been circulated to the Cllrs prior to the meeting and it was agreed that the Chair and Clerk sign the Audit Return as correct.

10.4 Website

The Clerk read out a report from Mrs Godfrey which included uploading the various latest connect notices and there were 295 visits to the site during April.

10.5 Bus Service – April passenger figures

2nd - 7 passengers, 16th - 4 passengers and the 30th 6 passenger – total cost to the Council £123.00

11. 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.**

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

New 3 bedroom bungalow with detached garage and modified access to Highway dated 26th January
Planning Withdrawn 4th May 2016

3PL/2016/0299/F Mundford Poultry Ltd

Demolition of five older style sheds, replace with two contemporary barns plus implement stores and cold store dated 16th March 2016

No Objections

3PL/2016/0339F 80 The Lammas IP26 5DT

Single storey extension dated 22nd March 2016

Planning granted 22nd April 2016- take off the agenda

12. STREET LIGHTING

A resident in Crown road has asked if the light can be raised on the pole at the end of her garden as although she currently keeps the bushes trimmed so that it doesn't obstruct the light she feels that if the light is raised this will cut down on the amount of time that she needs to climb up and trim the branches back. The Chair explained that it would be a good idea to raise the light and also to extend out as it has been proved in other parts of the village that this does improve the spread of light, however he wanted to make it clear that this was not being done so that residents did not need to keep their trees/bushes trimmed. Following a discussion it was agreed that the Clerk write to the resident asking that she trim the bushes back before the light is raised and extended. The lighting contractors have been asked to order the extensions for Brecklands and Fir Close. A discussion took place regarding the position of the new light in Wissey View and it was agreed the Cllrs would hold a site meeting in Wissey View on the 10th May at 9.00 to agree the best position to place the light. The Chair said that there was a dispute over the amount of old style lights that the Council had asked the lighting contractors to re-install in Swaffham Road, they had been asked to install 6 but the contractors said that we had originally purchased 4 so they installed 2 very old and tatty lamps that do not match the others, however the Clerk has found the invoices for a total of 6 lamps and she will be contacting them regarding this matter.

13. REPORTS

11.1 District Cllr Mike Nairn

Not at meeting

11.2 County Cllr Ian Monson

Not at meeting

14. MEMBERS' MATTERS – items for agenda for next Month's meeting

Cllr Shepherd said that she had today been offered an American Elm which will be planted for us once they know where to the Council wants it, it was agreed that this would be planted on the green opposite the end of Malsters Close. Cllr Frost asked if planning permission is needed for the gate/drive leading into Easthall farm, following a discussion it was agreed that the Clerk check with Breckland Council. Cllr Goodrham said that two cars were parking very near the corner in St Leonards Street opposite the drive to Cllr Burtons House and that cars coming from the Crown end of the village had to drive on the other side of the road which is dangerous, this will be put on the next agenda to discuss. Cllr Goodrham pointed out that the new Vicar is being inducted on the 7th July which is the same day as the July Parish Council meeting – it was agreed that the meeting date be moved to Thursday June 30th and the Clerk would announce this in the Connect. Cllr Marston said that there are potholes at the entrance of Impson Way. Cllr Burton wants to discuss at the next meeting the Parish Council reserves and why they are needed.

With nothing more to discuss the meeting closed at 8.38pm

Chairman: _____ Date: _____