

Minutes of the Mundford Parish Council Meeting Held at The Coach House, Crown Hotel, Mundford on Thursday 2nd June 2016

PRESENT:

Councillors S.Eyres Chairman, J .Burton, C. Angus, A Shepherd, K Weight, D Goodrham, J Marston, D Frost, T. Fox, District Cllr M.Nairn and Mrs P Angus Clerk to the Council
There was 1 member of the public.

1. THE CHAIRMAN'S OPENING REMARKS

The chair welcomed everyone to the meeting.

2. ELECTION OF VICE CHAIRMAN

Cllr Goodrham proposed that Cllr Tim Fox be elected for Vice Chairman this was seconded by Cllr Angus and all agreed. Cllr Fox accepted the post.

3. APOLOGIES OF ABSENCE

None received.

4. ACCEPT AND SIGN THE MINUTES

The minutes of the Parish Council meeting held on Thursday 5th May April 2016 were accepted and signed as a true record. This was proposed by Cllr Weight, seconded by Cllr Frost and 8 agreed.

5. TO RECEIVE DECLARATIONS OF INTEREST

None

6. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

PC Maria Marquiss said that it had been over a year since a PC had attended any of our meetings, she gave the Council some new "No Cold Calling" stickers for the Clerk to hand out to any residents that require them. She pointed out that there are now just 4 PCSOs for the whole of the Thetford Villages, however they intend to attend Parish Council meetings every three months and she would be back in Mundford for the September meeting. She gave the Clerk her e-mail address so that any non-urgent issues can be reported to her by email. She also gave the Council the Parking Partnership link on www.norfolk.gov.uk so that if there are any parking problems these can be reported directly to them as the police no longer deal with these issues. She said that there have been lots of reports of thefts of diesel from tractors and bowsers and also vehicle thefts from farms, in particular ride on lawn mowers. She said if anyone is interested in setting up a home watch group they should contact her on her e-mail, Mundford already has a group set up in the village but they could do with more volunteers.

7. MATTERS ARISING

7.1 Outstanding Highway Matters

Pig Sty Lane – tree and mud , The Lammas - badly cracked pavement , West Hall Road – loose chippings and Impson Way – pot holes have all been reported/chased up with Highways. Cllr Goodrham said that the chippings in Wissey View had now washed on to the kerbs.

7.2 Allotments – to discuss any outstanding matters

Allotment number one still has the trip hazard on the corner however the tenant is currently ill and cannot attend to this, the Chair said he would speak to a neighbour of the tenant to ask if they can sort this out on her behalf. The Chair said that he will be fitting the Plaque for Maryann Turner onto the Plinth very shortly.

7.3 Handyman/Gardener – to discuss any outstanding jobs

New bedding plants and compost have been purchased for the pots and beds in the village. The Chair reported that a conifer and some pansies had been stolen from the pot situated by the bus stop at the entrance to Fir Close, it was agreed that the Clerk put a notice in the Connect regarding the theft. Following a discussion regarding the benches it was agreed that the Clerk ask the Handyman if any of the benches need replacing.

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7.4 Defibrillator

The Clerk has chased up the grant application with Brecklands and was informed that due to a change in the process for grant applications there will be a delay, Cllr Nairn said he will look into this when he is at Breckland Council on Monday 6th June.

7.5 Stanta Trip 2016 – 20th July 2016

So far there have been 55 applications, there is a total of 108 places (57 on one bus and 51 on the other) the advert is in the June connect and the closing date for applicants is 24th June. The Chair said that the second bus may have to be a smaller size.

7.6 Cars Parked on the bend of the road in St Leonards Street

Cllr Burton said that this is no longer happening and it was agreed to take this of the agenda.

7.7 Gate on to the A1065 Swaffham Road

The Clerk has contacted the Planning Department and they have said they will get back to her in due course.

7.8 Dog Fouling – update on actions taken by the Parish Council

The advert for the volunteer Dog Wardens has been placed in the June Connect along with a list of the dangers to animals and humans if the waste is not cleared up by the dog owner. Four cans of Chalk based fluorescent blue paint has been purchased by the Clerk for spraying on the faeces and 10 posters have been brought and laminated which state that “There is no Poo Fairy” and pointing out that the dog waste can be placed in litter bins as well as the special dog waste bins. Cllr Goodrham volunteered to use one of the spray paints when he is out walking.

8. CORRESPONDENCE

None.

9. FINANCE

9.1 To Accept the Payments and Cheques for the June 2016 meeting

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

The following payments were authorised on Thursday the 2nd June 2016 The cheques were signed by Cllr A Shepherd and Cllr T Fox.

Balance for April 2016	£16,290.68
Minus the following direct debits	
E-On Street Lighting	£247.45
Telephone Wi/Fi	£60.19
Total Direct Debits	£307.64
Plus the following income	
Breckland CCS	£306.01
VAT Refund	£589.60
Allotments	£10.00
Total Income	£905.61
Total after Direct Debits and Income	£16,888.65

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Cheques	Description	Total
102000	N D Howe (Village posts/chaines)	£635.00
102001	Iceni Pest Control	£40.00
102002	K&M Street Lighting LED's 11,53,59,60,61 and 64	£2,394.00
102003	T.T.S.R Grass cutting	£1,451.54
102004	Serena Barnes - Int Audit	£75.00
102005	K&M Street Lighting 10 extensions Brecklands/Fir Close	£1,294.44
102006	E-ON Parish Office	£155.87
102007	Mrs A Shepherd CCS	£250.00
102008	Viking Stationers - Paper and Laminating sheets	£52.75
102009	Mrs P Angus - Salary/Post/Posters and Paint	£641.92
102010	Mr B McIsaac - Salary/Mileage and Fuel for strimmer	£80.05
102011	K&M Street Lighting new light 82	£399.00
102012	Mr S Eyres - Compost for pots and mileage	£58.50
102013	John Dixon - Maintenance Village Sign	£150.00

Total Cheques paid	£7,678.07
Balance in Community Account June 2016	£9,210.58
Balance in Savings Account (£1592.96 Ring Fenced for Chilzone)	£22,789.64

9.2 Parish Council Reserves – to discuss why the PC needs reserves

The clerk had given the Cllrs a list of reasons why the Parish Council has a certain amount of reserves in the bank this included things like, unplanned elections, undertaking essential repairs and maintenance work, making provision for redundancy obligations and any exceptional future costs of investigations and disciplinary hearings, providing for short term cash flow difficulties, unexpected computer repairs, replacement office equipment as and when required, new street lights as and when needed, replacement of street furniture, tubs, footpaths, litter bins, dog bins and grit bins, replacement strimmer and gardening equipment and noticeboard maintenance. Following a discussion it was agreed that the Clerk would carry out a full risk assessment to determine what the Council should hold in their savings account and this would be presented at the next meeting.

9.3 Website – report from Mrs Godfrey

The Clerk read out a report from Mrs Godfrey saying that she had uploaded all the notices that had gone in to the Connect and there were 335 visits to the website in May.

9.4 Bus Service – May passenger figures

The Figures had not been received in time for the meeting.

10. PLANNING APPLICATIONS

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

Business signs, 1 fascia sign, 1 projecting sign and 3 hoardings (retrospective) 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.**

District Cllr Nairn said he will be speaking to the enforcement officer Mr Curtis about the above breach of planning as the signs are still on display.

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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/2016/0572/F 6 Lynford Road

Extensions to house to include rooms in the roof dated 17th May 2016

No Objections

11. STREET LIGHTING

All lights in the Brecklands and Fir Close have now been extended. Following a site meeting and a discussion with some residents in Wissey View it was agreed that a 6mtr light would be placed between numbers 22 and 23 subject to K&M lighting confirming that this area is suitable, this was proposed by Cllr Fox seconded by Cllr Shepherd and all agreed. The resident in Crown road will be cutting back her bushes so that the light can be raised and extended. Swaffham Road odd lanterns, the Clerk was informed that the two old style 70w lights that were removed from Crown Road and The Lammas could not be fitted on to the posts in Swaffham Road, the Clerk has asked K&M to come to the office early next week to discuss this and the new light in Wissey View. The Chair said that there are 3 lights in the village that are obstructed by trees and bushes, they are in the Brecklands and St Leonards, it was agreed that the Clerk would write to the residents.

12. REPORTS

11.1 District Cllr Mike Nairn

District Cllr Nairn read out extracts from the following report.

Breckland Success during 2015/2016

Our 4 Priorities

- **Supporting Breckland to develop and thrive**
- **Providing the right services at the right time in the right way**
- **Developing local economy to be vibrant with contuned growth**
- **Enabling stronger and more independent communities**

Recycling revolution: launched Norfolk wide. In Breckland we have worked to promote the benefits of recycling to communities, eg cost reduction to council, black bins not overflowing. This has led to a reduction of contamination from 17 to 12 percent. We are targeting problem areas rather than a blanket approach. Parishes have been really helpful in promoting of recycling, please continue.

Green waste: Breckland has launched its “on line book and pay” via the website...to make it easier for residents to buy or renew a green waste bin. Take up has been really good, 200 transaction in first 10 days. Benefits include cost reduction again to the council, we get recycling credits on compostable materials and it reduces the need to travel to household centers, whose operational hours and locations are being reduced by NCC.

Community Grants: Breckland provides match funding and smaller grants schemes across the district and these continue to be popular with the community. Grants for 2015/2016 totaled £133,000 paid in match funding. The council has provided match funded to a range of projects from play areas to dementia cafes.

Early help hubs: Collection of public agencies including councils, children services, police, fire service, housing associations...working together aimed at all residents to support and provide expert advice in times of need. The benefit is to help prevent minor issues escalating to major intervention by public services. This provides better outcomes for families and better outcomes for public services with costs reduced. The first one will be in Thetford which is currently in progress with a second in Dereham autumn 2016.

Our approach to supporting Dementia within the Community: Breckland is a dementia friendly council as accredited by Norfolk Age UK, which means that our staff, councilors and contractors are trained to identify the signs of dementia and support residents accordingly in accessing our services. Our facilities eg leisure centres and council offices have made physical improvements to help those with dementia. We also deliver “our day out” programme, for those with dementia and their carers, and have held events in supporting dementia awareness in Attleborough, Dereham and Watton

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Leisure Centres: Participation in our leisure centres has reached an all-time high, over 1000 members at Thetford and Dereham, and on average 30,000 visits per month to our centres. This provides access for the community to enable them to take part in activities which benefit their health and wellbeing. We also provide discounts for carers and the cared for at our leisure centres. Carers are some of the most important volunteers in the community and the council acknowledges that the valuable work they do can mean that looking after themselves is sometimes difficult. We are the only council to have done so far.

Health: Delivering the Breckland Fit Families project in Primary schools to encourage activity and healthy eating for children and parents - Norfolk Health and Wellbeing Board has funded a Breckland Council project targeting 'healthy behaviour change' in families from 5 Breckland Areas highlighted by the National Child Measurement Program as having a high prevalence of Reception age children at risk of development 'Weight Related Illness' in later life. A total of 400 families have taken part in one of five 8 week programmes that were carried out in the following primary schools: Westfield Infants (Watton), Carbrooke Primary, Watton Sure Start, Swaffham Infants, Raleigh Infants (Thetford).

CCTV: system continues to work in all our market towns, operated by a partnership with Kings Lynn. This delivers helps in prosecutions and it's deemed as an effective deterrent.

Operational partnership: Working with the Police and our anti-social behavior team we have seen a reduction of ASB across the district of 10.1% reduction compared to same period last year. This partnership support victims of crime and ASB as well as practice prevention through street briefings at hotspot areas engaging with communities and trouble shooting.

Customer Portal for Choice based lettings and housing options: Working with Home Connections we have to deliver an operational website, providing residents with information on housing options as well as an online service to register for services, process changes and a list of available properties. The portal enables residents to access this critical council service at any time, making it more convenient for those who cannot contact the authority during office hours

Building stronger relationships with the Department of Work and Pensions by having members of the team co-located in Elizabeth House – The preparations for shared office space have been completed and the DWP centre is now operational. Working relationships between DWP and Breckland staff are developing and options for working across related services (such as housing/homelessness or revenues and benefits) are being explored. Ultimately, information and process sharing will result in a more seamless and simplified experience for residents.

Breckland Bridge: is a joint venture with an expert developer Land Group, set up to deliver projects that make best use of the Council's existing assets to drive growth and regeneration for everyone's benefits within the district, keeping council tax requirements low through the income it generates. Breckland Bridge is currently working on Thetford Riverside, an £8m regeneration scheme, that include 3 screen cinema, 62 bed hotel restaurants and food outlets, all on programme to deliver by end of 2016.

Anglia Revenues Partnership: a group of 7 local councils, formed in 2003 provides significant improvements in services and financial savings, with a focus on the billing and collection of council tax and non domestic rates, the assessment and award of housing benefits, delivery of local council tax reduction schemes and fraud investigations. The speed of services such as process of housing benefit and council tax benefit and changes to circumstance is excellent and amongst the best in the country, this performance supports residents to get back on their feet and into work more quickly. The partnership has adopted high ethical standards in regard to enforcement and investigations; we recognize the difference between those who can't pay and those who won't pay. Financially the partnership enables Breckland to provide high quality services that is value for money.

Local Plan consultation: The Council is in the process of producing a new Local Plan, which will replace the Core Strategy. The Local Plan sets the strategic direction and context for development in the district, governing the decisions made on planning applications and what types of development are suitable for each area. It's a key document that guides development over the next 20 years. There has been a good start to the consultation responses, a significant response rate to the consultation, and much interest in the sites and ideas. Local roadshows have been well attended and well received, with 9 consultation events across the district and further drop in briefings for parish councils. Further consultation will happen later on Sites Allocation (June July) and again pre submission (Oct/Nov) with parishes.

Neighbourhood Planning: Council has put in resources to fund an additional officer, dedicated to working with parishes to support their development of their Neighbourhood plans. There

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are currently 10 Neighbourhood Plan areas formally confirmed and have plans in preparation. We are likely to see our first referendum on a Plan end of 2016.

Growth of the District: Two major growth allocations are progressing well. Both have local partnership arrangements aimed at delivery co-ordinated and integrated delivery of housing and associated infrastructure. Greater Thetford Development Partnership is working through the delivery of the sustainable urban extension which will see 5000 additional homes for the Greater Thetford areas. The opportunities of this growth need to be harnessed for all the communities both new and existing. Outline planning permission has been granted for 5000. The Attleborough Development partnership is likely to have an application by end of calendar for 4000 homes.

Engaging with partners to enhance the digital broadband speeds and connectivity through our financial contribution to influence Better Broadband for Norfolk BDC has coordinated responses from the district's businesses and worked with NCC to inform their roll-out. Breckland Council has provided £950,000 in contribution towards the cost of the infrastructure but is not a directing partner in the project, its role in coordinating the responses has been more advisory.

Encouraging local suppliers to provide goods and services to the council including holding a 'Meet the Buyer' event – first Meet the Buyer event held September 2015, further events under discussion. The event introduced local businesses to the council's procurement process and encouraged more to consider applying to provide services to the authority. These events are designed to make the procurement process more transparent and to increase competitiveness – helping the authority make savings and promote local business.

Creating a discretionary business rate relief scheme aimed at reducing the number of empty shops and encouraging a wider variety of retail offering (to be piloted in Dereham from April 2016) – The planned scheme allows new independent small businesses to apply for up to 80% business rate relief in the centre of Dereham with the aim of filling vacant shops with a mix of enterprising businesses. The council believes that making improvements in the retail options in the market towns is key to strengthening the local economy. A budget of £10,000 has been allocated to the Dereham trial scheme and if successful Breckland will look to introduce it to the other market towns across the district.

11.2 County Cllr Ian Monson

Not at the meeting, Cllr Goodrham remarked that the County Cllr has not attended the last three meetings, the reason he mentioned this is that he would like to discuss with him the problem of the road markings on the Thetford roundabout and the build-up of traffic leading on to the roundabout. Cllr Nairn said that it would be better for the Cllrs to write to Cllr Monson and also to Clifford Jordan.

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

The Chair asked the Clerk to write to the resident in Cranwich to inform him that the Parish Council had reported the speeding problem to County Cllr Monson on his behalf. Cllr Fox reported an overgrown border in the turning area by 16 Impson Way and following a discussion regarding who owns this land it was agreed that this would be reported to Highways and perhaps ask David Jacklin to come and take a look at the area. The Chair said that there are still two dead Elms left alongside the School and he also asked if the Clerk could find out who is responsible for maintaining the area. The Chair asked the Cllrs if they could think of any projects that could be carried out in the village and to bring their ideas to the next meeting.

With nothing more to discuss the meeting closed at 9.15

Chairman: _____ Date: _____