

**Minutes of the Mundford Parish Council Meeting
Held at The Crown Hotel, Mundford
on Thursday 4th August 2016**

PRESENT:

Councillors S.Eyres Chairman, T Fox Vice Chairman C. Angus, A. Shepherd, K. Weight, J. Burton, J. Marston, D. Frost, District Cllr M .Nairn, County Cllr I Monson and Mrs P. Angus Clerk to the Council.

There were 4 members of the public.

1. THE CHAIRMAN'S OPENING REMARKS

The chair welcomed everyone to the meeting.

2. APOLOGIES OF ABSENCE

Cllr Goodrham- on holiday.

3. ACCEPT AND SIGN THE MINUTES – To accept and sign the minutes as a true record of the meeting held on 30th June 2016

Cllr Weight pointed out that item 8.6 Donations should say that donations from the precept should be used for causes within the village. This was amended manually by the Clerk and initialled by the Chair. Cllr Weight also said that item 11.1 Report from District Cllr M Nairn should have given more detail regarding why Brecklands rejected the idea of devolution, Cllr Nairn said that he would be going into more detail into those reasons later in the meeting. Following this amendment the minutes of the Parish Council meeting held on the 30th June 2016 were accepted as a true record. This was proposed by Cllr Angus, seconded by Cllr Fox and 7 agreed.

4. TO RECEIVE DECLARATIONS OF INTEREST

None

5. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

A member of the public pointed out the signs for Mundford coming in to the village are dirty and one was bent and he suggested that the authorities that are responsible for the maintenance of the signs should take away the bent sign and clean up the others, the Chair said that the rangers would normally clean them when they come to the village but apparently they did not visit the village 2 weeks ago when they were expected . The Chair also said that Highways were asked 3 years ago to straighten the bent sign, and he has since tried to straighten the sign himself but found the task impossible, the Chair then explained that Highways have since put new signs up for Mundford but left the old damaged one in place, he suggested that the Clerk contact Highways again regarding the damaged sign and also to ask why Mundford has two signs in place. Another member of the public pointed out that the chippings in Wissey View have never been swept away and they were blocking the gulley outside the Bowls club, the Clerk said that this had been reported to Highways and she will chase this up again.

6. MATTERS ARISING

6.1 Outstanding Highway Matters

Pig Stye Lane – still no news, this has been chased up by the Clerk on 27th July, Dead Elms outside the school – this has been investigated and will be resolved, 16 Impson Way overhanging tree and shrubs– still outstanding , the Chair said that if the tree and shrubs in Impson Way are not dealt with by September then he will arrange a work party to carry out the job, (note that due to Highways funding cuts unless the verge is dangerous – blocking visibility this will not be on their priority list), blocked drain outside shop in St Leonards Street – Highways inspected and could not find a problem with blocking, Cllr Fox said that when it rains it clearly shows that the drain is blocked, the Clerk will report this back to Highways

6.2 Allotments – to discuss any outstanding matters

The annual inspection was carried out on the 30th July by three Cllrs. The tenant on plot 10 has been given a month to bring his plot up to the standard that is expected. With regard to Plot 2, this had clearly not been cultivated to the standard expected and the tenant had been sent a letter giving her the opportunity of giving up half of the plot thus making it more manageable, the tenant has since replied that she does not agree with the outcome of the inspection, following this she has agreed to meet the Chair at 9.00 Saturday morning to discuss the situation, Cllr Shepherd will join the Chair for the meeting. The Chair said that half of Plot 9 would be given up by the tenant in the Autumn.

Minutes of the Mundford Parish Council Meeting

Held at The Crown Hotel, Mundford

on Thursday 4th August 2016

6.3 Handyman/Gardener – to discuss any outstanding jobs

Nothing to discuss.

6.4 Defibrillator – progress report

The defibrillator will be delivered week commencing 8th August. The grant of £502.50 has been paid into the bank and £500 will be collected from the anonymous donor by the Clerk. The owners and tenants have been informed of the progress, the electrician needs to be booked to install the defibrillator and once installed the Clerk will need to inform East Anglian Ambulance Service.

6.5 Stanta Trip 2016 – report on the trip on 20th July 2016

A total of £614.40 was raised - £380.00 will pay for the coaches and £234.40 has been donated to Stanta Central Bank.

6.6 Gate on to the A1065 Swaffham Road

Planning will update in due course – this is not a priority.

6.7 Future Projects for Mundford – to discuss recent ideas

New signs in and out of the village - Highways have been asked if this is possible and the Clerk is waiting for their reply. Outdoor fitness – prices for three different options have been obtained – ranging from £8014 to £9188, yearly inspection cost of £45.00, and the handy man will need to oil the joints once a month and carry out an inspection every three months using a check list provided by the manufacturer. Cllr Weight pointed out that this was not the type of equipment that she had in mind, she was thinking of something more basic and following a discussion Cllr Angus said he would research what was available and report back at the next meeting.

6.8 Remembrance Day – to discuss arrangements for the service at the War Memorial

Following a discussion it was agreed that the Clerk would contact the Vicar regarding arrangements for a service to be held at the memorial.

6.9 Christmas Tree – to discuss this year's arrangements

Following a discussion it was agreed that the tree would be a 6mtr Norway Spruce. Cllr Angus suggested that we talk to the Care Home with regard to putting lights across the front of their building. The Clerk would investigate some different coloured lights, either mixed or red. Cllr Angus will liaise with the Crown regarding their lights and also offering mulled wine and mince pies on the night. The choir has been contacted. The Clerk will contact Lynford Hall regarding their offer last year of hot chocolate. A notice would be placed in the Connect regarding sponsorship from local companies and also from residents who would like to donate in remembrance of someone close to them. The tree would be decorated and lit on Saturday the 3rd December.

6.10 Local Plan Working Group – report from Cllr Weight who attended this in July

Cllr Weight attended a Local Working Group meeting in July and read out the main points from the following report that she had prepared.

Report on July 2016 Local Plan Working Group meeting

- The meeting was to report on the revised strategy for
 - Key Settlements of Thetford and Attleborough
 - Market Towns of Swaffham, Dereham and Watton
 - Local Service Centres
 - Rural Villages
- Breckland's housing target is now 14,925
- The preceding iteration of the Local Plan revamp had Mundford as a Local Service Centre. They have changed the criteria and therefore Mundford has now been changed to a Rural Village.

The criteria for a Local Service Centre has been changed to requiring all of the following

- Community Facility... eg village hall, pub, restaurant
- Shop/Post Office
- School

Minutes of the Mundford Parish Council Meeting Held at The Crown Hotel, Mundford on Thursday 4th August 2016

- Public Transport ...frequency of service and ability to reach place of work in normal working hours
- Employment.... Level of, but there wasn't a defined level

Of those, Mundford fails the public transport and employment.

I pointed out that although the bus service is poor, there is a main line station to Norwich and Cambridge etc and that people frequently chose to live in villages that are close to commuting facilities. It is unrealistic to hope that all villagers use public buses to reach employment.

I also pointed out our employment opportunities eg Brown's, the care home, Lynford Hall etc but they couldn't give a level of employment on which they base their findings so it is difficult to know how far Mundford is from meeting that criteria.

I'm not sure of the implications of losing the LSC grading in terms of future improvements to our infrastructure such as bus services, surgery, schooling etc.

We should discuss that and decide if we want to fight it either on the context of Mundford meeting the criteria or by questioning the rationale of the criteria itself.

- Thetford and Attleborough are now only expected to deliver 80% of their planned development within the plan period ie by 2036. Therefore, Breckland has to identify additional housing opportunities.
- The proposed change is that rural villages have 5% of Breckland's development growth.
 - 50% Key Settlement
 - 30% Market Towns
 - 15% Local Service Centres
 - 5% Rural Villages

The housing could be within and immediately adjacent to their settlement boundary, up to a cumulative limit

- It was recognised that a thriving rural community depends on housing to ensure the viability of retaining local services and community facilities.
- The working group are now proposing that Rural settlements be split into two separate policies. Those achieving 3 out of 5 of the service centre criteria would now be included as PD05(A) and as such, Mundford would fall into that category.
- The proposal is that Mundford retains its settlement boundary as is. Someone asked if the boundary should be changed to include the old police house, but it didn't seem to be required.
- There will be an interim consultation on the preferred development sites and settlement boundaries in September.

6.11 Grass Cutting – to discuss extending the area cut at the corner of West Tofts and the A134

The price will be an extra £8.85 per cut x 6 making a total of £53.10 for this year. The Chair said that it will probably need cutting more than 6 times a year. Cllr Fox proposed that this price is accepted this was seconded by Cllr Frost and all agreed.

6.12 Litter Pick

It was agreed that the next litter pick will be Wednesday 17th August meeting at the Parish Office at 2pm.

7. CORRESPONDENCE – The Clerk will read out any outstanding correspondence that has not been previously circulated

An e-mail from Mr Richard Barber had been circulated previously regarding no cold calling zones in the village and it was agreed that the Parish Council would give their full support for this scheme. Cllr Fox suggested that the whole of the Village is made a no cold calling zone, the Clerk will investigate this.

8. FINANCE

8.1 To Accept the Payments and Cheques for the August 2016 meeting

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

**Minutes of the Mundford Parish Council Meeting
Held at The Crown Hotel, Mundford
on Thursday 4th August 2016**

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

Balance for July 2016 **£6,950.20**

Minus the following direct debits

E-On Street Lighting	£242.84
Telephone Wi/Fi July	£57.36
Telephone Wi/Fi August	£55.08
Total Direct Debits	£355.28

Plus the following income

Breckland CCS	£396.69
Allotments (A Bailey and J Hollingworth)	£20.00
Grant for Defibrillator	£502.50
Coach payment from Stanta Trip	£380.00
Total Income	£1,299.19
Total after Direct Debits and Income	£7,894.11

Cheques	Description	Total
102023	Mr B McIsaac - Salary - Mileage - Expenses	£196.26
102024	Mrs P Angus - Salary	£672.59
102025	Iceni Pest Control	£40.00
102026	K&M Street Light Maintenance and New Light 83	£480.55
102027	East Anglian Air Ambulance	£100.00
102028	Didlington Nurseries - Bedding Plants	£300.00
102029	Viking Stationers - Printer Ink	£57.56
102030	Eagle Coaches - Stanta Trip	£380.00
102031	Mrs A Shepherd - CCS	£300.00
Total Cheques paid		£2,526.96
Balance in Community Account August 2016		£5,367.15
Balance in Savings Account		£22,795.32
(Ring Fenced moneys Chilzone £1592.96 and Defibrillator £1052.50)		

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

Figures had been circulated to the Cllrs prior to the meeting. Cllr Burton asked if the Parish Council were responsible for providing land for burial once the graveyard was full, Cllr Weight said that she had researched on the web and it did seem that other parishes have had to provide land in this case. Cllr Weight asked if the Church graveyard was full and Cllr Frost said that it wasn't. Following a discussion it was agreed that the Church yard is not taken into account and the reserve figure of £22,795 was sufficient. This was proposed by Cllr Frost seconded by Cllr Angus and 7 agreed.

8.3 Website – report from Mrs Godfrey

Posts have been added regarding No Cold Calling stickers, a report and photos on the STANTA tour and updated the Rectors of Mundford list. There were 349 visitors in July and 287 in August.

8.4 Bus Service – July passenger figures

No figures received at the time of the meeting

**Minutes of the Mundford Parish Council Meeting
Held at The Crown Hotel, Mundford
on Thursday 4th August 2016**

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 2014
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.** Cllr Nairn said he would look into this

3PL/2016/0631/F Lynford Hall Park

Construction of 68 holiday lodges together with reception building and associated parking dated 20th May 2016

This is not under Mundford Parish Councils jurisdiction it is under the Hamlet of Santon West Tofts. However it is on the agenda as the Council has been approached regarding this application. The Clerk has sent an email to the Planning Officer on behalf of the Parish Council with their comments.

3PL/2016/0755 34 Swaffham Road

New 3 bedroom bungalow with detached garage and modified access to highway dated 17th June 2016
No objections

3PL/2016/0883/A Mundford Football Club

To erect 68 advertising boards dated 20th July 2016
No objections although Cllr Weight and Cllr Frost said they had no objections if the Cricket Club approved, however they felt that 68 boards is excessive. The Clerk confirmed that these comments would go into the comments box on the planning applications website.

3PL/2016/0886/HOU 3 The Lammas Mundford

Single storey side extension and conversion of garage (Retrospective)
No objections

10. STREET LIGHTING

Extension of the street light in Crown Road, it was agreed that as the shrubs around the light have now been cut back the light would be extended upwards by 2 metres and extended outwards as far as possible. The lighting contractors have now admitted that the 2 lights that have been put in Swaffham road are not the original lights that belonged to the Parish Council, the Chair suggested that if the contractors cannot find the original lights then 2 new LED's be installed at their expense. The contractors have been given a list of jobs a few weeks ago and they have not been carried out, the Clerk has been chasing these up and will keep on their case. It was also pointed out that the contractors had not sent the 2015 and 2016 itinerary to UK networks that is needed for them to provide a certificate to the electricity suppliers that will in turn reduce our electricity bill. The Clerk has now dealt with this herself and any money owed from last year will be refunded. The Clerk is in the process of looking at another Lighting Contractor when the contract comes up for renewal.

11. REPORTS

11.1 District Cllr Mike Nairn

Cllr Nairn said - with regard to devolution, Breckland have opted out due to the set up costs that will be somewhere in the region of £20 million which will mean an increase on the precept which will give you another level of taxation and another level of government, a lot of the powers and responsibilities that exist with Norfolk County Council and Local District Councils will be removed from them, for example –Highways budget that is managed by Norfolk County Council will be devolved into the Mayor's office and it would also appear that the PCC office would be merged into the Mayor's office . Essentially what they are trying to create is another system of regional authorities which they did so around 15 years ago which was a massive white elephant and a failure. Norfolk County Council has now put this out to consultation and leaflets have/are being distributed. Breckland have now devolved their planning to Capita but there is a shortage of staff and you may find that when making enquiries you may end up talking to someone based in Manchester.

**Minutes of the Mundford Parish Council Meeting
Held at The Crown Hotel, Mundford
on Thursday 4th August 2016**

11.2 County Cllr Ian Monson

There was a leadership coo in May and Cliff Jordan is now in charge and they are trying sort out a complete muddle where finance is concerned, grass cutting is now down to two a year. The Highways officers have been told to try and co-operate with Parish Councils and the Public instead of saying no most of the time. Cllr Monson said that he is totally against devolution although Norfolk County Council are in favour of a consultation scheme and they will be voting in October on whether they are fore or against the scheme. The Parish Partnership Scheme is being renewed for next year the Clerk has the details. He was alerted by a resident in Cranwich regarding speeding and he is looking at trying to get the speed limit reduced to 50mph. County Hall are working on next year's budget. The Chair asked if there was an update on the Furrows and Cllr Monson said that the work for this was scheduled for 2017. Cllr Weight asked about the white lining markings in Thetford on the A11 Roundabout, Cllr Monson said that this is being looked at.

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

Cllr Fox said that Cllr Goodrham had pointed out that grass cuttings are not being collected from the Church yard and he recalls that two seasons ago they increased the cost of the maintenance because the cuttings were to be taken away. Cllr Frost said that she will speak to Peter Dennis about this matter. A discussion took place regarding the house just before you get to the Grimes Graves junction going towards Brandon in which it was pointed out the rubbish that is mounting up on the side of the road is an eyesore and that if there is a strong wind/gale it will blow into the road and could cause an accident resulting in a fatality. Cllr Monson has asked Highways to investigate. The Chair said that as you go into Weeting approaching the railway crossing the signage and hedges is shocking, Cllr Nairn said this has been addressed with David Jacklin Highways department. The Chair has been asked if Public Participation could be added at the end of the agenda as well as leaving it where it is at the beginning, this will be added to next month's agenda for discussion.

With nothing more to the discuss the meeting closed at 9.26pm

Chairman: _____ Date: _____