

**Minutes of the Mundford Parish Council Meeting  
Held at The Cricket Club, Mundford  
on Thursday 2<sup>nd</sup> March 2017**

**PRESENT:**

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

There were 2 members of the public.

**1. THE CHAIRMAN'S OPENING REMARKS**

The chair welcomed everyone to the meeting

**2. APOLOGIES OF ABSENCE**

District Cllr M. Nairn

**3. ACCEPT AND SIGN THE MINUTES**

The minutes of the Parish Council meeting held on the 2<sup>nd</sup> February 2017 were accepted as a true record. This was proposed by Cllr Weight, seconded by Cllr Marston and 7 agreed. The Chair signed the minutes.

**4. TO RECEIVE DECLARATIONS OF INTEREST**

Cllrs Burton and Marston item 8.4

**5. MEETING SUSPENDED FOR PUBLIC PARTICIPATION**

None.

**6. MATTERS ARISING**

**6.1 Outstanding Highway Matters**

Tree in Pig Stye Lane – Anglian have quoted £400.00 to cut the tree down plus £90 to grind down the stump below the ground. Capella has quoted £1280.00. The Chair proposed that the quote from Anglian for cutting and grinding down the stump is accepted this was seconded by Cllr Fox and all agreed.

**6.2 Allotments – to discuss any outstanding matters**

Plot number 6 has become free and this has been offered to Marie Makins, plot 1b is now free and this will be offered to the next person on the list.

**6.3 Handyman/Gardener – to discuss any outstanding jobs**

The Chair suggested that in future polyanthas and primroses should be used instead of pansies for the flower beds as they produce a much more colourful display.

**6.4 Customized signs into Village – Progress report**

Prices for “Everwood” material from Glasdon are: - 2mtre gate will be £616.46 plus £200 to £250 for the sign – total maximum cost £866.46, 1.5mtre gate will be £556.97 plus £170 to £200 for the sign – total maximum cost £756.97, the Clerk will order a sample of the product. A price for a wooden sign from Plantscape has been received for a total £1660 for an approximate size of 2.2mtre.

**6.5 Litter / Dog Bin –Crown Road**

The New bin has been installed.

**6.6 Litter Bin – update on permission to put this in Swaffham Road at the start of the footpath**

Breckland are not happy to put a bin in this area due to it being on a very busy road and there would be health and safety issues regarding the emptying of the bin.

**6.7 Village Green – update on the electricity power, parking on the verges and new road cones for Christmas tree lighting**

The electrician has told the clerk that his price will be available as soon as he has all the information he needs – UK Power networks have informed the Parish Council that we will need a brick built service cabinet for sockets and they have provided us with a specification. UK Power networks have quoted £750.00 for the power supply. The handyman has made a start on moving the posts and following a

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discussion it was agreed that it would be easier to buy new posts, the chair will ask the handyman to try and source these. Five new road cones have been purchased at a cost of £29.99 to use at Christmas and it was agreed to order another five.

## **6.8 Wissey View – Parking on the green verges**

Letters were put through doors in Wissey View regarding the Parking on the green verges and pavements, the resident at number 4 has since contacted the Clerk informing her that he has to park on the verge due to personal problems which means he needs to park outside his house, the resident said he is willing to discuss this with a Cllr and following a discussion it was agreed that the Chair and Cllr Goodrham would visit him and the date suggested is Friday 10<sup>th</sup> March at 9.30am. The Chair will contact the resident to make sure that this date is convenient.

## **6.9 Parish Council AGM Flyer**

The draft was circulated to the Cllrs before the meeting, the Clerk has received a quote for printing the leaflets at £105.00 for a total of 700 Cllr Frost proposed that this quote is accepted this was seconded by Cllr Angus and all agreed. Cllr Shepherd, Wright, Frost and the Chair offered to help deliver the leaflets, also two residents have offered to deliver them in Swaffham Road.

## **6.10 New Benches**

Mrs Deanna Davis of Brecklands has confirmed that she would like to donate a bench in memory of her husband, she would like the bench to replace the one that is by the Jubilee flower bed overlooking the cricket ground it was agreed that a brass plaque is used for the inscription. The cost of the bench is £384.50 plus £65.00 for delivery, the Chair is going to confirm the measurements before the bench is ordered as the manufactures will make it to fit the existing brackets.

## **6.11 Green Lane – Land belonging to the Parish Council**

Following a discussion it was agreed that the Clerk will make enquires with Land Registry to find out what land is owned by Mundford Parish Council, Cllr Weight will let the Clerk know how to proceed with this.

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

None.

## **8. FINANCE**

### **8.1 To Accept the Payments and Cheques for the March meeting**

The Chairman did not read out the cheque payments for the March payments as all Cllrs had been issued a copy. Cllr Fox proposed that the payments are accepted and agreed this was seconded by Cllr Goodrham and all agreed.

The following payments were authorised on Thursday the 2nd March 2017 the cheques were signed by Cllr A Shepherd and Cllr T Fox

<b>Balance for February 2017</b>	<b>£3,639.72</b>
<b>Minus the following direct debits</b>	
E-On Street Lighting	£0.00
Telephone Wi/Fi	£56.42
<b>Total Direct Debits</b>	<b>£56.42</b>
<b>Plus the following receipts</b>	
VAT refund	£1,041.49
Amazon refund for incorrect price on books	£74.70
Mr Langslow - allotment rent 2017 2018	£15.00
UK Power Networks refund for Wissey View cancellation *	£1,075.20
<b>Total Income</b>	<b>£2,206.39</b>
<b>Balance after Direct Debits and Income</b>	<b>£5,789.69</b>

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<b>Cheques</b>	<b>Description</b>	<b>Total</b>
102090	Mrs P Angus Salary	£672.59
102091	Glasdon - New Litter Bin Crown Road	£229.90
102092	K&M Street Lighting - February Maintenance	£81.55
102093	West Norfolk Community Transport - £78.00 for February and £12.00 owed for January (Incorrect figures sent out in January)	£90.00
102094	Mrs A Shepherd - CCS	£250.00
102095	UK Power Networks - connection for Malsters this replaces previous invoice for £1075.20 which will be refunded - see above income note *	£696.00
102096	E-ON - Parish Office supply	£272.32
102097	SJD Electrical - Installation of Defibrillator	£90.00
102098	Mr B McIsaac - Salary £85.80 - Mileage 90p - 5 Road Cones £29.99	£116.69
<b>Total Cheques paid</b>		<b>£2,499.05</b>
<b>Balance in Community Account for March 2017</b>		<b>£3,290.64</b>
<b>Balance in Savings Account</b>		<b>£22,801.00</b>
<b>(Ring Fenced moneys Chilzone £1592.96)</b>		

**8.2 Website – report from Mrs Godfrey**

Regular tasks have been carried out such as adding events from the Connect and local groups, blacklisting referrer spam websites to prevent fake activity and running security scan, also added posts regarding Brandon level crossing closures, Police newsletter and Reverend Zoe's reflections, there were 294 visitors this month.

**8.3 Bus Service – February figures and amended figures for January**

January figures were incorrect on the 7<sup>th</sup> January there was 6 passengers (total given was 7) and 21<sup>st</sup> January there was 5 (total given was 6) cost to the council should have been £84.00 (was £72.00) February 4<sup>th</sup> 7 passengers and 18<sup>th</sup> 5 passengers, cost to the council is £78.00 plus £12.00 owed from January.

**8.4 Village Hall - Grant for the Play Area Appeal**

The village hall have now withdrawn this grant for the play area and put in another for some maintenance on the flooring. The application figures were distributed to the Cllrs prior to the meeting. The Village Hall had asked for a total of £3,000 to go towards the cost of the work. Following a discussion and a debate there were three proposals on the table, one at £1,000, one at £2,000 and one at £1,500 and it was agreed to accept the Chairs proposal of £1500 this was seconded by Cllr Angus and 4 agreed.

**8.5 Internal audit 2016/2017**

It was agreed that that Serena Barnes will carry out the internal audit of the Parish Councils accounts in April in preparation for the external audit.

**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 29<sup>th</sup> 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.**

**Enforcement notice issued 16<sup>th</sup> August 2016**

**3PL/2017/0005/HOU St Kildas St Leonards Street**

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Rear extension, pitch roof dormers, velux roof lights, reinstate side window and internals alterations dated 9<sup>th</sup> January 2017

**Permission Granted 10<sup>th</sup> February 2017**

**3PL/2017/0059/F Land off Crown Road**

Construction of 4 dwellings and garages

Dated 18<sup>th</sup> January 2017

No objections from eight Cllrs, one Cllr not available to comment and one Cllr expressed concern whether the public footpath may be hampered.

**3PL/2017/0103/HOU 3 Crown Road**

Two storey rear extension

Dated 7<sup>th</sup> February 2017

No objections received

**10. STREET LIGHTING**

Malsters Close new light – revised price has been received from UK Power Networks and a credit is due for the old Wissey View price, the difference in price was £379 less for the light to be connected in Malsters Close.

Fir Close – K&M are to confirm which side of the road has power and depending on what the answer is they suggest that the light is placed outside or almost opposite Duneadon.

**11. REPORTS**

**11.1 District Cllr Mike Nairn**

Not at meeting.

**11.2 County Cllr Ian Monson**

Cllr Monson confirmed that there will be an increase on the precept of 4.8%. There will be County Council elections coming up in May and Cllr Monson will not be standing for election. He chased up the situation regarding the verge at Cranwich Heath, he has referred the A134 junction to Jack Parks the Senior Highways manager. The Cllrs thanked Cllr Monson for his help over the past few years.

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

The Chair informed the Cllrs that the Clerk from Northwold Nicola Cooper has agreed to take and type the minutes for the November meeting whilst the Clerk is away. Cllr Shepherd who runs the Community Cars Scheme said that Breckland District Council allow her £1600 a year towards this service and it will overrun by approximately £100 this year which will need to come out of the precept. The Chair said that the poppy wreaths on the War Memorial should be removed in March, there is a litter pick pencilled in for the 22<sup>nd</sup> March, the Cricket Club may not be available for the Parish Council meetings in May, June and July, (the Clerk will provisionally book the Crown for those months) and an Elder was blown down during the storm at the top end of London Lane and the debris has been left on the verge. The Chair also asked the Cllrs to think about whether they would like to consider the position of the Chair when it comes up for re-election in May.

With nothing more to discuss the meeting closed at 8.58pm

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_