

**Minutes of the Mundford Parish Council Meeting
Held at The Cricket Club, Mundford
on Thursday 6th April 2017**

PRESENT:

Councillors S.Eyres Chairman, T. Fox Vice Chairman, C. Angus, K. Weight, D. Goodrham, A. Shepherd, J. Burton, J. Marston, D. Frost, District Cllr M. Nairn 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

County Cllr I. Monson

3. ACCEPT AND SIGN THE MINUTES

The minutes of the Parish Council meeting held on the 2nd March 2017 were accepted as a true record. This was proposed by Cllr Angus, seconded by Cllr Fox and all agreed. The Chair signed the minutes.

4. TO RECEIVE DECLARATIONS OF INTEREST

None

5. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

A member of the public suggested that certain areas of the church yard and areas in the village should be allowed to become a wild flower/nature reserve area thus cutting down on greenhouse gases that are put into the environment when cutting the grass and providing areas for bees etc to pollinate. The same member of the public asked if the Parish Council could put a notice in the Connect to ask that cyclists do not ride their bikes on the footpaths. The Chair said that these two matters would be put on next month's agenda for discussion.

6. MATTERS ARISING

6.1 Outstanding Highway Matters

The tree in Pig Sty Lane will be cut down on the 28th April and it was agreed that the Clerk will drop a note through the doors of residents in Green Acre Close informing them that this is happening, the letters will be put through their doors on the 24th April.

6.2 Allotments – to discuss any outstanding matters

Water butts for the allotments – following a discussion in which it was proposed that guttering is installed on the scout hut and water butts would be installed for use of the allotment owners it was agreed that this would not go ahead. A spot check of the allotments will go ahead sometime in June.

6.3 Handyman/Gardener – to discuss any outstanding jobs

The new posts have been installed on the Village Green to deter parking on the edge of the green and all agreed that the handyman did a brilliant job on this and a letter of thanks will be sent to Bruce McIsaac.

6.4 Customized signs into Village – Progress report

Two samples of the material that the sign posts will be made of were passed around by the Clerk and it was agreed that the sign posts would be ordered in the dark oak colour. A discussion took place regarding where the new sign posts would be installed coming into the village and it was agreed that there will be 2 x 2mtr signs coming in from Thetford, 2 x 1.5mtr signs coming in from Kings Lynn. 1 x 1.5 metre coming in from Ickburgh and 1 x 1.5mtr coming in from Brandon, a rough costs for this will be £4750, these will be installed by the handyman and it was agreed that the Clerk will contact Highways to inform them where these will be going and to arrange a site meeting with Mr D Jacklin of Highways to inspect the areas for suitability.

6.5 Village Green – Update on the electricity power, parking on the verges

A quote has been received from SJD for the total cost of £1271.14 to install sockets / cabling for the electricity supply for the Christmas lights, UK Power Networks have quoted £750 to connect the electricity supply. There is a specification for the brick built box to house the sockets and the Chair said that Mr John Dixon will be able to quote for this, the Chair said that the handyman will be able to build the base for the box. Following a discussion Cllr Fox proposed that this goes ahead this was seconded by Cllr Goodrham and 6 agreed. The Chair has purchased another 5 cones.

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6.6 Wissey View – Parking on the green verges

Cllr Goodrham and the Chair had a meeting with the resident (the Clerk was also present) who is parking on the verge, the resident explained that he has to park outside the house because he has a disabled daughter. During the meeting it was suggested that the resident could park at the side of the bungalow, however, trees and shrubs have since been planted in the area suggested. Following a discussion it was agreed that the Clerk contacts Breckland Council who own the verge and Cllr Nairn gave the Clerk a contact and telephone number for the facility manager at Breckland.

6.7 New Benches – update on progress of any new benches to be installed

6 benches in total have been ordered – two have been called off that Mrs Deana Davies and Mrs Ianni have donated in memory of their husbands. Following a discussion it was agreed that the Clerk would advertise in the Connect asking if anyone would like to donate a bench - for example for a special wedding anniversary or would local companies sponsor a bench, the notice will be circulated to the Cllrs before it is sent for publication and the Clerk would ask if this can go on the front page.

6.8 Green Lane – Land belonging to the Parish Council

The Council do not own any land in Green Lane – Land registered to the Council is the Allotments, the Parish Office and a small strip of land in Pig Style Lane, the village green and an area around the War Memorial is also owned by the Council.

6.9 Dog Bin – Swaffham Road (opposite London Lane)

Following a discussion it was agreed that the handyman would install the spare dog bin in Swaffham Road and he or his wife would empty this once a week.

6.10 Tree Debris – Top end of London Lane

This has now been cleared away.

6.11 STANTA Trip 2018

Mundford have been added to the list for 2018 and LT Col Powell will be in touch with a date, it was agreed that initially just one coach is booked this time.

6.12 Church Yard

A discussion took place regarding the grass cuttings that have not been removed at the back and the side of the Church, and it was agreed that the Clerk contacts Mr Dennis to ask him to come to the next meeting.

7. CORRESPONDENCE

A Letter from Dr William Shapland regarding casual football play near his garden had been circulated to the Cllrs prior to the meeting. Following a discussion it was agreed that the Clerk will write back to Mr Shapland informing him that the Parish Council have asked the football club to remove the goal posts from that area.

8. FINANCE

8.1 To Accept the Payments and Cheques for the April meeting

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

The following payments were authorised on Thursday the 6th April 2017 the cheques were signed by Cllr A Shepherd and Cllr T Fox

Balance for March 2017 £3,290.64

Minus the following direct debits

E-On Street Lighting (Dec to Feb Charges) £506.55

Total Direct Debits £506.55

Plus the following receipts

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Linda Hole Allotment payment	£15.00
Marie Makin Allotment payment	£15.00
Total Income	£30.00
Balance after Direct Debits and Income	£2,814.09

Cheques	Description	Total
102099	K&M Lighting March Maintenance	£81.55
102100	Barkers Printers - APM Leaflets	£105.00
102101	West Norfolk Community Transport	£78.00
102102	Mrs P Angus - £672.59 salary - £19.80 Mileage to Attleborough	£692.39
102103	NALC Subscription	£265.66
102104	S Eyres Concrete Posts £76.18/Concrete £27.50/Road Cones £29.99 and Bolts and Nuts £2.73	£136.40
102105	Mrs A Shepherd - Community Car Scheme	£250.00
102106	Mr B McIsaac - Salary £143.95 / Mileage £1.35/ Grinding disc £1.00	£143.95
102107	Post Office -HMRC Payments	£114.71
Total Cheques paid		£1,867.66
Balance in Community Account for April 2017		£946.43
Balance in Savings Account		£22,801.00
(Ring Fenced moneys Chilzone £1592.96)		

8.2 Website – report from Mrs Godfrey

The following report has been received from Mrs Godfrey

- Added posts re: Reflections from Mundford Rectory Apr'17, Reflections from Mundford Rectory May'17 (scheduled to appear on 1/5), Brandon Roadworks Apr'17, Brandon Bridge Street Road Closure and Fundraising News Mar'17. Also met the Clerk to reorganise the master copies of all the files and folders in the Parish Archive on the Office laptop. This follows the reorganisation of the website image galleries that was completed last year. The images on the website are all reduced in size to save space and download times. The originals kept on the Parish Office laptop are original size for safekeeping and in case any resident wants a larger copy. The folder structure on the laptop and website now match. There were 348 visitors this month.

8.3 Bus Service - March figures and review of the last 6 months passenger totals

In March there were 6 passengers on the 4th and 6 passengers on the 18th total cost to the Council £78.00.

Figures for the last 6 months and including previous years had been circulated to the Cllrs prior to the meeting, and following a discussion it was agreed that the Council would continue to review the figures at 6 monthly intervals.

8.4 Work Place Pension Scheme

The Clerk read out the following regarding Work Place Pensions

To help people save more for their retirement, all employers are now required by law to provide a workplace pension scheme for certain staff and pay money into it.

We must enrol any of our staff who meets all of the following criteria:

- They earn over £192 per week (or £833 per month)
- They are aged 22 or over and
- They are under state pension age

If they do not meet these criteria, they will not become a member of the scheme automatically, but they can ask to join it if they want to. If they do join, each month they will put money into the pension directly from their pay and the government will also contribute through tax relief. If they earn over £112 a week (or £486 a month), the minimum amount they will put into the scheme each pay period will be 1% of their earnings.

If they earn over £112 when they ask to join, the Parish Council will also contribute to the pension scheme on their behalf. If they earn less than £112 a week the Parish Council are not obliged to

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contribute to the scheme as well. If they want to join the pension scheme, they must tell the Parish Council in writing by sending a letter which has to be signed by them. Or if they send it electronically, they must include the phrase, 'I confirm I personally submitted this notice to join a workplace pension scheme.'

In the future if they earn more than £192 per week (or £833 per month) or turn 22, and they have not joined the scheme, the Parish Council will automatically enrol the employee and tell them we have done this.

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.**

Enforcement notice issued 16th August 2016

Cllr Nairn said that the enforcement team are involved

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

Construction of 4 dwellings and garages

Dated 18th 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

Planning approved 10th march 2017

10. STREET LIGHTING

The Lammas – Extension to Street Lights – The Clerk has contacted another lighting contractor to try and obtain a price for the 1.5 metre extensions. Additional light in Fir Close – The Clerk will chase up the price for this, however, the lighting contractor is away until the 15th April.

11. REPORTS

11.1 District Cllr Mike Nairn

Cllr Nairn said that the local development plan has been finalised and hopefully be ready in June and adopted by the autumn, this will stipulate how much development can go on over the next 5 years in the Breckland area. Business rates in the area will be wholly retained by the District and in some cases the County with nothing going to central government.

11.2 County Cllr Ian Monson

Not at meeting. Cllr Monson has now retired and it was agreed that the Clerk sends a letter to thank him for his help over the past years,

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

Cllr Goodrham said that there is a hole in the water meter cover outside number 83 Impson Way. The Chair said that there is a hole in Swaffham Road outside number 34. Cllr Marston said that the pot holes in Impson way are still there. The Chair said there is a pot hole at the end of Malsters Close.

With nothing more to discuss the meeting closed at 9.30pm

Chairman: _____ Date: _____