

**Minutes of the Annual Mundford Parish Council Meeting
Held at The Cricket Club, Mundford
on Thursday 4th May 2017**

PRESENT:

Councillors S.Eyres Chairman, T. Fox Vice Chairman, C. Angus, K. Weight, D. Goodrham, A. Shepherd, J. Marston, and Mrs P. Angus Clerk to the Council.
There were 0 members of the public.

1. ELECTION OF CHAIRMAN

Cllr Weight proposed that Cllr Eyres remains as the Chair, this was seconded by Cllr Fox and all agreed. The Chair signed the acceptance of office form and this was witnessed and signed by the Clerk.

2. ELECTION OF VICE CHAIRMAN

Cllr Shepherd proposed that Cllr Fox remains as Vice Chair this was seconded by Cllr Angus and all agreed.

3. THE CHAIRMAN'S OPENING REMARKS

The Chair welcomed everyone to the meeting.

4. APOLOGIES OF ABSENCE

Cllrs John Burton, Dorothy Frost and District Cllr Mike Nairn.

5. ACCEPT AND SIGN THE MINUTES

Cllr Weight queried item 6.5 on the minutes regarding the decision to go ahead with the box to house the electricity sockets on the Village Green, the Clerk records the meetings and suggested that Cllr Weight comes to the Parish office to listen to the recording of that part of the meeting. Following this the minutes of the Parish Council meeting held on the 6th April 2017 were accepted as a true record. This was proposed by Cllr Fox, seconded by Cllr Goodrham and 6 agreed.

6. TO RECEIVE DECLARATIONS OF INTEREST

Cllr Goodrham item 8.8

7. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

None

8. MATTERS ARISING

8.1 Outstanding Highway Matters

Potholes and various road and path defects in the Village have been marked up for repair. Impson Way water meter has been reported to Anglian Water – still outstanding. Hole in Swaffham Road outside number 34 – reported to Highways. Sign on roundabout for Stanford training area – reported to Highways. Small sign in Malsters Close that has been hit by a vehicle – reported to the Fire Department. There was a discussion regarding some damaged kerbs and potholes that have not been marked up in St Leonards Street and Crown Road and it was agreed that the Clerk would contact Highways to ask that they come back to take a look at these areas. Cllr Goodrham said that the water meter cover outside the vet's office in St Leonards Street has been cracked again – the Clerk will report this to Anglian Water and suggest that a metal cover is used instead of the plastic cover.

8.2 Allotments – to discuss any outstanding matters

Mr McIsaac has given up his allotment and following a discussion it was agreed that a notice to advertise the vacancy is put on the noticeboard and website and the first person to apply will be given the allotment and any others that apply will go on the waiting list. Scout area - the Scouts have asked if they can put raised beds at the front of the hut and following a discussion it was agreed that the Clerk should write to them and suggest that they put the raised beds at the back of the hut, this was proposed by Cllr Eyres seconded by Cllr Goodrham and all agreed.

8.3 Handyman/Gardener – to discuss any outstanding jobs

Summer bedding – Following a discussion it was agreed that mixed geraniums would be planted this year.

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8.4 Customized signs into Village – Progress report

The Clerk had asked David Jacklin (Highways) to come to site to discuss positions of the signs. He has since come back and said that the signs need to go in the place of the existing signs – the handyman will not be allowed to install them as persons working on the highway need to have the relevant H&S qualifications and a licence. The Clerk has sent Highways the details of the signs so that they can provide a quote to take away the old and install the new signs. The suppliers have informed the Clerk that there is an extra charge for the wording which could be between £100 to £400 per sign and it was agreed that the Clerk would ask for a price for “Mundford” and “Welcome to Mundford”. Following a discussion regarding the expense of this project it was suggested that if this project goes ahead it would be phased over the next two to three years.

8.5 Village Green – Update on the electricity power

The Chair has since found an alternative for the brick built housing unit which is slightly smaller and the colour is green, the cost of the box is £960. Cllr Fox proposed the Parish Council go for the green plastic box this was seconded by Cllr Goodrham and 6 agreed. It was agreed that the box is placed at the bottom of the telegraph pole. It was also agreed that the Clerk will order the box straight away and contact UK Power Networks to enquire about time scales and if there is a set distance that the box needs to be placed from the telegraph pole. It was agreed that the removal of the grit bin will be put on the June agenda for discussion.

8.6 Wissey View – Parking on the green verges

Following a discussion it was agreed that this matter is taken off the agenda, this was proposed by Cllr Shepherd, seconded by Cllr Marston and 6 agreed.

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

Two new benches have arrived and will be installed as soon as possible, and following a discussion it was agreed that Cllr Weight can have the old benches.

8.8 Church Yard grass cutting

Cllr Goodrham said that a number of contractors have been asked for prices to cut the grass in the Church yard. Cllr Goodrham also had a suggestion that the Parish Council could purchase a ride on lawn mower and volunteers would carry out the cutting, he pointed out that this needs to be discussed with the Church Committee before he can look into this idea.

8.9 Cyclist on pavements

Following a discussion it was agreed that a notice would be put in the Connect to ask that if cyclists have to ride on pavements due to the road being too dangerous to ride in then they should dismount when they see a pedestrian coming towards them.

8.10 Flower/Nature reserve areas in the Village

East Hall Farm have accidentally mown down the daffodils before they had completely finished flowering which will result in the bulbs coming up “blind” next year, however they have kindly agreed to buy more to replace them. Following a discussion it was agreed that the Chair will purchase a 25kilo bag of a fertilizer that may help the bulbs to flower next year. Following a discussion regarding flower and nature reserves in the village it was agreed that the Clerk will contact Mr Crampton to explain that the Parish Council are happy with the way the verges/grassed areas are maintained in the village, however would he consider taking a look at the area by the War Memorial with a view to planting some wild flower seeds in that area, this was proposed by the Chair, seconded by Cllr Fox and all agreed.

8.11 Circle of Friends Summer Event 16th July

The Chair said he was happy to present any prizes at the event and following discussion it was agreed that the Parish Council will support the event and the Chair said he will speak to them regarding the treasure hunt and any clues that the Council could offer for this.

8.12 Litter pick – to arrange a date and time

The next litter pick will be on Wednesday the 31st May.

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

The Chair read out an email from a member of the public expressing concern about cars parking on pavements in St Leonards Street, the Clerk has replied to say that although The Parish Council ask motorists not to park on pavements they do not have the power to stop this happening.

10. FINANCE

10.1 To Accept the Payments and Cheques for the May meeting

The Chairman did not read out the cheque payments for the May 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 4th May 2017 the cheques were signed by Cllr A. Shepherd and Cllr T. Fox.

Balance for April 2017		£946.43
Minus the following direct debits		
E-On Street Lighting		£100.86
Telephone Wi/Fi April		£69.64
Telephone Wi/Fi May		£71.60
Anglian Water - Parish Office		£48.31
Total Direct Debits		£290.41
Plus the following receipts		
Precept		£15,000.00
Breckland Council Tax Grant		£735.00
Community Car Scheme		£1,283.22
Allotment payments		£100.00
Total Income		£17,118.22
Balance after Direct Debits and Income		£17,774.24
Cheques	Description	Total
102108	Mrs P Angus Salary £680.81/Land Search £11.00/ Alarm box for Parish Office £34.90	£726.71
102109	Mr B McIsaac Salary £60.00/Mileage £4.50/ Fuel for Strimmer £4.85	£69.35
102110	K&M Street Light Maintenance	£81.55
102111	Mrs A Shepherd- Community Car Scheme	£200.00
Total Cheques paid		£1,077.61
Balance in Community Account for April 2017		£16,696.63
Balance in Savings Account		£22,801.00
(Ring Fenced moneys Chilzone £1592.96)		

10.2 Website – report from Mrs Godfrey

Rosemary Godfrey has carried out the usual security checks and backup of files and has added posts regarding the benches, thank you to the litter pickers and uploaded the Annual Meeting Agenda. There were 337 visitors to the site in April.

10.3 Bus Service – April passenger figures

Not available at the time of the meeting.

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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.**

Enforcement notice issued 16th August 2016

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/2017/0295/F Clover Farm West Tofts Road

Siting of Mobile Home dated 13th April 2017

No Objections – One comment stating that it is believed that the site is within the Stone Curlew SPA and adjacent to Breckland SPA – The application indicates it is not.

3PL/2017/0241/HOU 2 Meadow Cottages I26 5EB

Single storey, flat roofed dining room extension dated 25th April 2017

In circulation at the time of meeting.

3PL/2017/0501/HOU 24 Adeane Meadow IP26 5DU

Single storey lounge and kitchen extension and internal alterations dated 25th April 2017

In circulation at the time of meeting.

12. STREET LIGHTING

The lighting contractors have supplied a quote for the new lamp in Fir Close @ £1186.63 and are waiting for some details from UK Power Networks regarding the power supply. There was also a quote received for new columns in Malsters Close and it was agreed to defer discussing this until the next meeting.

13. REPORTS

11.1 District Cllr Mike Nairn

Not at meeting

11.2 County Cllr Ian Monson

Cllr Monson has now retired

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

Cllr Goodrham said that he thought that the grass cutting carried out by Serco around the village is a mess. Cllr Marston said that the drive way of St Kildas has collapsed and as there is a storm drain underneath this that could also be damaged, the Clerk will send the new owner a letter to say that there is concern over this. The Chair reminded everyone that the next two meetings for June and July will be held in the Crown Hotel in the Coach House.

With nothing more to discuss the meeting closed at 9.45 pm

Chairman: _____ Date: _____