

Minutes of the Mundford Parish Council Meeting

Held at The Crown, Mundford

on Thursday 1st June 2017

PRESENT:

Councillors S. Eyres Chairman, T. Fox Vice Chairman, C. Angus, J. Burton, A. Shepherd, J. Marston, D. Frost, District Councillor M. Nairn, County Councillor F. Eagle and Mrs P. Angus Clerk to the Council.

There was 1 member of the public, Mr Bruce McIsaac the Handyman/Gardener and 1 WPC.

1. THE CHAIRMAN'S OPENING REMARKS

The chair welcomed everyone to the meeting.

2. APOLOGIES OF ABSENCE

Cllr Weight and Cllr Goodrham

3. ACCEPT AND SIGN THE MINUTES OF THE MEETING HELD ON 4TH MAY 2017

The minutes of the Parish Council meeting held on the 4th May 2017 were accepted as a true record. This was proposed by Cllr Fox, seconded by Cllr Angus and 5 agreed.

4. TO RECEIVE DECLARATIONS OF INTEREST

None.

5. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

A member of the public remarked how good the new benches look and that the allotments are also looking particularly good. The WPC said that she had just been to see a gentleman in the village who had called the police regarding some anti-social behaviour by some youths aged 8 to 15 years old. The WPC said that she is hoping to come to the Parish Council meetings every month once she has changed her shift times.

6. MATTERS ARISING

6.1 Outstanding Highway Matters

Anglian Water Cover outside the vets in St Leonards Street– has been replaced with a like for like cover – however Anglian have said that if the problem persists they will look to replace with an alternative metal cover. The unmarked potholes and damaged kerbs have been pointed out to highways and they will be investigated.

With regard to the different colours used to mark the defects we have received the following explanation: - *Yellow is Hot Rolled Asphalt which cost twice as much and takes twice as long to do so is only used for roads over a certain class or on junctions areas that are highly trafficked, its completed in two layers and it normally lasts longer and is also used on footways. White is Asphalt again but not rolled just compacted with a steel plate in one layer and is a quicker and cheaper alternative for roads of a lower class, it's also used for emergency repairs (sometimes temporary) as can be completed quickly.*

Small sign in Malsters – with the Fire Department. Stanford Training area sign – reported to highways and they are going to resolve the problem

6.2 Allotments – to discuss any outstanding matters

Vacant Plot - So far no one has applied for this, the chair proposed that if no one comes forward within the next four weeks then it should be offered to the person that has the allotment next to it so that it can be reverted back to the original larger plot for a total charge of £15.00 a year, this was seconded by Cllr Shepherd and all agreed. Inspection – following a discussion it was agreed that Cllr Shepherd and Cllr Angus would carry out an inspection of the allotments on the 10th June at 10.00am. Cllr Frost said that she has two compost bins that she can offer to any of the tenants if they are interested and it was agreed that the Clerk would contact the tenants to see if anyone would like these. One of the allotment owners has said that there has been an issue with dog waste in the area and following a discussion it was agreed that an extra strand of wire would be put at the bottom of the fence to stop dogs wandering on to the area.

6.3 Handyman/Gardener – to discuss any outstanding jobs

The Parish Council has purchased 200 mixed begonias and 200 mixed geraniums and the Handyman is currently planting these out in the flower beds. Protective Clothing for the Handyman – following a discussion it was agreed that the Handyman will be provided with a protective mask when using the

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trimmer and also 2 high visual vests and a pair of protective boots, the Handyman will source these himself and claim the money back from the Council. The flowerbed beside the War Memorial is rotting and following a discussion it was agreed that this would be replaced at the end of the year, the Handyman suggested that new sleepers are used for the replacement flower bed. It was agreed that the Handyman can purchase a new large 200 litre water barrel fitted with taps which can be put into the back of his car when watering the flowerbeds. Following a discussion it was agreed that the grass verge opposite London Lane should be included in the grass cutting contract and the Handyman said he will liaise with the Clerk regarding the exact location to be priced.

6.4 Customized signs into Village – Progress report

Highways are still to come back with a price to take out the old signs and install the new ones. The price for the signs with the wording included is for “Welcome to Mundford” @ £842.22 and “Mundford” @ £806.61. It was agreed that if this project is eventually passed to go ahead then the job would be spread out over the next 3 – 4 years.

6.5 Village Green – Update on the electricity power and the removal of the grit bin

The new smaller cupboard has been delivered and is with the Clerk – cost for this was £629.00 + VAT, which is a saving of £360.00 on the original larger box. Cllr Angus said he can supply the bolts and mastic needed to fit the box. The supply charge for the lights will be based on the same as the street lights – unmetered supply which is worked out how many hours the lights are on for and what is the wattage of the lights. The Chair had researched some new Christmas lights on the internet and asked if anyone else would like to research this to see if they can come up with any alternatives, Cllr Angus said he will help with this. Mr T. Whiting has offered some ducting for the lights. Following a discussion it was agreed to leave the grit bin where it is on the Village Green, this was proposed by Cllr Fox, seconded by Cllr Angus and all agreed.

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

Mr T Whiting would like to donate a bench to be placed on the Village Green in memory of Mrs Margaret Whiting and it was agreed that the existing bench on the green replaces the bench up by the War Memorial. Cllr Weight has made a donation of £40.00 as a thank you for the two old benches that she was given. Cllr Angus said he would like the next two benches and will donate the same. Following a discussion it was agreed that the Parish Council will pay for a bench to replace the old one at the end of Malsters Close on the junction of Crown Road and following a debate it was agreed that the wording on the plaque would be “*This bench has been provided by the Parish of Mundford*” this was proposed by Cllr Burton seconded by Cllr Shepherd and 4 agreed.

6.7 Church Yard grass cutting

In the absence of Cllr Goodrham, Cllr Fox explained that the church would like to buy a new lawn mower and volunteers would cut the grass in the church yard. Further to this the PCC will be approaching the Parish Council for a grant of around £2,500. Following a discussion it was agreed that this grant would be awarded subject to the official forms being completed and returned to the Council, this will be based on a minimum of a three year agreement with the church to provide this one off payment and the Parish Council would help with the yearly maintenance costs, this was proposed by Cllr Fox seconded by Cllr Burton and all agreed.

6.8 Grit Bin by the Bowls Club

Following a discussion it was agreed to move the bin back towards the hedge, this was proposed by Cllr Angus seconded by the Chair and all agreed.

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

None.

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8. FINANCE

8.1 To Accept the Payments and Cheques for the June meeting

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

The following payments were authorised on Thursday the 1st June 2017. The cheques were signed by Cllr A Shepherd and Cllr T Fox.

Balance for May 2017	£16,696.63
Minus the following direct debits	
E-On Street Lighting	£97.61
Total Direct Debits	£97.61
Plus the following receipts	
Mrs Evans Allotment rent	£15.00
Mrs K Weight Donation towards new benches	£40.00
Total Income	£55.00
Balance after Direct Debits and Income	£16,654.02

Cheques	Description	Total
102112	TTSR Grass Cutting Contract - 2017 1st instalment	£1,584.82
102113	West Norfolk Community Transport April Payment	£96.00
102114	K&M Lighting Services - May 2017 payment	£81.55
102115	Serena Barnes - Internal Audit fee	£75.00
102116	Mrs P Angus £681.69 Salary/ 65p postage- vat refund/£754.80 for Electricity Housing unit - Village Green	£1,437.14
102117	Anglian Tree Solutions - Pig Stye Lane tree felling	£588.00
102118	Mr B McIsaac - £130 Salary/ £11.70 Mileage/£21.96 Compost	£153.66
102119	Mrs A Shepherd - Community Car Scheme	£150.00
Total Cheques paid		£4,166.17
Balance in Community Account for June 2017		£12,487.85
Balance in Savings Account		£22,801.00
(Ring Fenced moneys Chilzone £1592.96)		

8.2 Internal Audit

The Clerk explained that all was ok with the Internal Audit and the Mazars documents have been signed off as such by the auditor Serena Barnes.

8.3 External Audit – 2016/2017 Annual Return

The completed Annual Return figures had been circulated to the Cllrs prior to the meeting and it was agreed that the Chair and Clerk sign the Audit Return as correct.

8.4 Website – report from Mrs Godfrey

The following has been posted on the website: - Cycling on pavements, Police Chief reassures public over ‘critical’ threat level, Mundford Green News has closed, Our Day Out, Allotment Vacancy (featured on Home page), Reflections from Mundford Rectory Jun’17, also added note regarding the change of venue for June and July Council meetings on Events and Meetings pages. There were 377 visitors to the website in May.

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8.5 Bus Service – passenger figures

April - on the 8th there were 4 passengers and on the 22nd there were 5 passengers – cost to the Council £96.00, the Cllrs agreed that these figures would need to improve to keep the service going. The figures for May were not available in time for this meeting.

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

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 with the Stone Curlew SPA and adjacent to Breckland SPA – The application indicates it is not.

3PL/2017/0241/HOU 2 Meadow Cottages IP26 5EB

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

Eight no objections – one Cllr on holiday

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

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

Eight no objections – one Cllr on holiday

Planning approved 1st June 2017

3PL/2017/0539/HOU 1 Fir Close

Demolish of existing single storey extension to erect new two storey extension dated 25th April 2017

3PL/2017/0541/HOU The Old Rectory 33 St Leonards Street IP26 5HG

New rear entrance extension, new garage, driveway and access dated 24th April 2017

No objections

3PL/2017/0542/F The Old Rectory 33 St Leonards Street IP26 5HG

Erection of detached dwelling, single garage, driveway and new access dated 24th April 2017

No objections from any Cllrs, however, 2 Cllrs expressed concern regarding the position of the new cottage that it could be better placed so as not to impinge on the grade 2 listed building

3PL/2017/0543/LB The Old Rectory 33 St Leonards Street IP26 5HG

Erection of rear extension, new garage, driveway and access dated 24th April 2017

No objections

10. STREET LIGHTING

New light in Fir Close- the Parish Council have received one quote from UK Power networks for a charge £6956.40, this is based on the light being placed outside Duneadon, the Clerk has since asked for a price for this to be placed on the opposite side of the road where the power source is. The old concrete post in Malsters Close has not been taken away, the Clerk will chase this up again. Following a discussion regarding the remaining replacement posts in Malsters Close it was agreed that one old column will be replaced every 3 months until the job is completed, following this the Chair proposed that another is replaced as soon as is possible this was seconded by Cllr Fox and all agreed.

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11. REPORTS

11.1 District Cllr Mike Nairn

Please see attached Annual Parish Update report from District Cllr Nairn.

11.2 County Cllr Fabian Eagle

Cllr Fabian did not have a report for this meeting.

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

The Chair said that there is still a cable hanging loose from the post in Crown Road, the Clerk had reported this but will check it out again with whoever is responsible which could be UK Power Networks or BT.

With nothing more to discuss the meeting closed at 9.28 pm

Chairman: _____ Date: _____