

**Minutes of the Mundford Parish Council Meeting
Held at The Cricket Club, Mundford
on Thursday 4th January 2018**

PRESENT:

Councillors S. Eyres Chairman, T. Fox Vice Chairman, D. Goodrham, J. Marston, A. Shepherd, J. Musgrove, C. Angus, District Councillor M. Nairn and Mrs P Angus Clerk to the Council.
There were no members of the public.

1. THE CHAIRMAN'S OPENING REMARKS

The chair welcomed everyone to the meeting and wished all a Happy New Year.

2. APOLOGIES OF ABSENCE

Cllr Weight and Cllr Frost

3. ACCEPT AND SIGN THE MINUTES

The minutes of the meeting held on 7th December 2017 were accepted as a true and accurate record, this was proposed by Cllr Goodrham seconded by Cllr Angus and all agreed. The Chair signed the minutes.

4. TO RECEIVE DECLARATIONS OF INTEREST

None.

5. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

No public at the meeting

6. MATTERS ARISING

6.1 Outstanding Highway Matters

Blocked gully/drains in Crown Road by East Hall – these are still flooding when it rains, the Clerk will chase this up with Highways. Pot hole in Crown Road by East Hall – this was reported on the 21st December and will be repaired within 6 weeks. Lynford Road – following a discussion regarding the state of Lynford Road it was agreed that the Clerk would arrange for David Jacklin from Norfolk County Council Highways to meet with Cllr Fox to discuss the problem and it was also agreed that Lynford Hall will be contacted by the Clerk to see if they would like to attend the same meeting or lodge a complaint with Highways.

6.2 Allotments – to discuss any outstanding or future matters

Mr Bruce McIsaac has fitted the second gate to the allotments. It was agreed that a spot check on the allotments would be arranged for March 2018.

6.3 Handyman/Gardener – to discuss any outstanding or future jobs

Post on the Malsters Close green between 3 and 5 – following a discussion it was agreed to purchase a sleeper that could be cut to size for the posts. Moving the posts to the edge of the village green – this job to be organized.

6.4 Customized signs into Village – Progress report

To be discussed in March/April 2018 when the Parish Council will have received confirmation of the grant towards the cost of these.

6.5 New Benches – update on remaining new bench

The latest bench has been installed at the War Memorial.

6.6 Wild Flower area by the War Memorial – progress report

The Chair apologised as he had not looked at the costings for the hawthorn hedges, however, since the installation of the new flowerbed in this area he was having reservations about the hedges as they could obscure the view of the new flowerbed from the roads as you come into Mundford and he asked that the Cllrs take another look at the area and discuss this at the next meeting in February.

6.7 Parish Council Flowerbed by the War Memorial – progress report

This has now been installed ready for planting and the Chair said he was very pleased with the finished result and how easy it was to install.

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6.8 Mundford Post Box – progress report

The Post Office has confirmed that the post box will be placed on the corner of St Leonards and Church Road near the bench and the installation will start on the 6th February 2018.

6.9 Wissey View grass verge

A green verge in Wissey View is in very poor condition due to a resident parking his vehicle on it and following a discussion District Cllr Nairn said that he will supply a map to show who owns the land before there is any further discussions regarding the way forward with this matter. Cllr Goodrham proposed that he would like to meet David Jacklin from Highways to discuss the parking problem and also the possibility of a one way system in Wissey View, this was seconded by Cllr Angus and all agreed, the Clerk will arrange a date with Mr Jacklin to coincide with the date to be organized for Cllr Fox.

6.10 Adeane Meadow sign

Following a discussion it was agreed that the street sign for Adeane Meadow will be moved a few yards further towards Adeane Meadow this was proposed by Cllr Goodrham – seconded by Cllr Fox and all agreed.

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

The Parish Council had received an e-mail from Breckland Council regarding Breckland Outdoor Sport and Play Fund (DC11 grant awards), Cllr Weight had queried (by e-mail as she was unable to attend the meeting) why Mundford had only been awarded a sum of £284.71 when other Councils had received considerably more - for example Carbrooke Parish Council £3,080 and Swanton Morley Parish Council £2,600. District Councillor Nairn explained that as this is a DC11 grant the money awarded is decided on any new development that is going on in that area and there is very little or no development happening in Mundford, he also explained that the distribution for the final £31,000 has to be spent by the 31st March or it will be lost. The Chair had asked how any money could be paid to Ickburgh and Cranwich as they do not have a Parish Council and therefore they do not have any banking facilities, Cllr Nairn said he will ask the question on our behalf and report back when he has an answer.

8. FINANCE

8.1 Payments and Cheques for the December invoices – to agree and sign the payments

The following payments were authorised on Thursday the 4th January 2018 this was proposed by Cllr Fox seconded by Cllr Musgrove and all agreed.

The cheques were signed by Cllr A. Shepherd and Cllr T. Fox

Balance for December 2017	£8,195.33
Minus the following direct debits	
E-On Street Lighting	£58.14
Telephone Wi/Fi	£38.20
Electricity supply - Parish Office	£28.39
Water rates - Parish Office	£58.44
Total Direct Debits	£183.17
Plus the following receipts	
Mr and Mrs Torbett Xmas tree donation	£20.00
Vat refund	£1,554.31
Mr Broughton - Bench Donation	£384.50
Total Income	£1,958.81
Balance after Direct Debits and Income	£9,970.97

Cheques	Description	Total
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102188	K&M Lighting - Street Light Maintenance	£64.24
102189	Viking Stationers - Sheet of 100 2nd Class stamps £56.00/ Office stationary £25.52	£81.52
102190	West Norfolk Community Transport - Bus Service	£96.00
102191	Killapest - Payment for 6 stolen traps	£36.00
102192	Mrs P Angus - Clerks Salary	£695.29
102193	Mr B McIsaac - 19.5 hours £163.75/ Mileage £2.70/ Engraving for bench by War Memorial £33.00/ Taps for Parish Office £14.98	£214.43
102194	HMRC - PAYE 3 months Tax and NI payments	£171.99
102195	Rosemary Godfrey - July to December Web Site Services	£240.00
102196	Mrs A Shepherd - Community Car Scheme	£250.00
Total Cheques paid		£1,849.47
Balance in Community Account for January 2018		£8,121.50
Balance in Savings Account		£18,804.30
(Ring Fenced moneys Chilzone £1592.96)		

8.2 Web report from Mrs Godfrey for December

Mrs Godfrey had sent the following report for December
Edited and uploaded Christmas photos, added Parish Council January meeting to events, added post reference 'Merry Christmas', Fish bar planning permissions, Christmas tree sponsors, uploaded new Christmas tree sponsor list, return of the post box , added event for new Mundford Lunch Club, created minutes folder for 2018 and removed past events and church services.
There were 194 visitors this month. Overall in 2017 there were 3232 visitors (3252 in 2016), an average of 269 per month (271 in 2016).

8.3 Bus Service – December passenger figures

On the 9/12 there were 5 passengers and the 16/12 there were 4 passengers - total cost to the Council £96.00

8.4 Donations – Air Ambulance and Future Royal British Legion donations

Following a discussion it was agreed that the Parish Council would donate £100 to the Air Ambulance Service this was proposed by Cllr Goodrham, seconded by Cllr Marston and all agreed. It was also agreed that in future the Parish Council would donate a total of £50.00 to the Royal British Legion, this was proposed by Cllr Goodrham, seconded by Cllr Shepherd and all agreed.

9. PLANNING APPLICATIONS

3PL/2014/0970/A 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 – Complaint letter has been sent to District Cllr Nairn regarding the lack of response to this issue.

3PL/2017/1323 Site between 4 and 6 Lynford Road

Change of parking and turning areas
Dated 2nd November 2017
Permission granted

3PL/2017/1458 variation to 3PL/2016/1209/VAR

2 residential Dwellings St Leonards Street IP26 5DW
To remove conditions 7&8 (copy of conditions attached) as the Highway Department has confirmed that this work is not necessary
Dated 24th November 2017
7 no objections – 1 objection

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3PL/2017/1435 62 St Leonards Street IP26 5DW

Conversion of former Post Office/Shop into additional dwelling accommodation
Dated 23rd November 2017

No objections

3PL/2017/1427 Clover Farm IP6 5EJ

Planning Permission for a Mobile Home
Dated 24th November 2017

No objections

ENF/289/17/CAS Land at Lynford Road

Breach of planning control

Notice took effect from 27th November 2017 and owners have 9 calendar months (27th August 2018) to comply with the following order

Permanently cease the use of land for residential purposes

Permanently remove all caravans and associated residential items and infrastructure

Reinstate the land to its condition prior to commencement of residential use

10. STREET LIGHTING

The Chair said that the LED at the bottom of Malsters Close has still not been connected. The Chair said that another light may be needed between the old Post Office and what was the Vets in St Leonards on the bend as it is very dark and he asked the Cllrs to take a look at this area to see what they think so that this can be discussed at a later meeting.

11. REPORTS

11.1 District Cllr Mike Nairn

Cllr Nairn said that his report has been covered off in the correspondence section of the Agenda.

11.2 County Cllr Fabian Eagle

Not at meeting and following a discussion it was agreed that the Clerk would send an e-mail to County Cllr Fabian Eagle requesting that he comes to Mundford to attend our meetings to report on any matters from Norfolk County Council.

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

Cllr Goodrham said that where the gas pipe had been installed in Church Road the contractors had tarmacked over part of the brick weave drive going into Billy Emms outside numbers 1 and 2 – The Clerk will contact Flagship Housing to let them know about this. The Chair said that the Christmas tree lights will be turned off on Friday 5th January and the tree taken down on the 6th January. The Chair said that a resident had paid for a small part of Pig Sty Lane to be refurbished and that following this Cllr Fox had advised that she should sign a disclaimer to say that she has no claim on the land now or in the future, the resident has since signed this and this will be kept in the Parish Office. Following a discussion it was suggested that two posts are put in place on the new tarmac area to deter cars parking on it and the Chair suggested that the dog bin in Pig Sty Lane is moved towards the new tarmac path. The Chair said that the area on the A1065 by Emily's Wood bungalow was becoming worse with more rubbish appearing on both sides of the road, District Cllr Nairn explained that Norfolk County Council, Breckland District Council, Social Services and the Police were aware of this and are trying to deal with this in the best possible way that the situation allows. The Chair said that there is a local resident who is very vulnerable that had been seen walking in to Brandon and he reported this to the local police and he asked that if anyone sees him wandering then to call the Police on 101 as they are aware of this gentleman.

With nothing more to the discuss the meeting closed at 20.53

Chairman: _____ Date: _____