

**Minutes of the Mundford Parish Council Meeting
Held at The Cricket Club, Mundford
on Thursday 1st February 2018**

PRESENT:

Councillors S. Eyres Chairman, D. Goodrham, J. Marston, A. Shepherd, J. Musgrove, C. Angus, D. Frost, and Mrs P Angus Clerk to the Council.
There was 1 member of the public.

1. THE CHAIRMAN'S OPENING REMARKS

The chair welcomed everyone to the meeting

2. APOLOGIES OF ABSENCE

Cllr Weight, Fox and District Cllr Nairn

3. ACCEPT AND SIGN THE MINUTES

The minutes of the meeting held on 4th January 2018 were accepted as a true and accurate record, this was proposed by Cllr Goodrham, seconded by Cllr Marston and 6 agreed. The Chair signed the minutes.

4. TO RECEIVE DECLARATIONS OF INTEREST

Cllr Shepherd 8.5 Community Car Scheme

5. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

A member of the public said he was concerned regarding the speed of the traffic in Lynford Road, the Chair said that the Parish Council had made many request to Highways regarding reducing the speed limit and also asking for some form of traffic control but in both cases the Highways department has said no, the member of the public was advised to write to Norfolk County Council Highways and County Councillor Fabian Eagle. The Clerk will enquire where the boundary for Mundford Parish ends in Lynford Road.

6. MATTERS ARISING

6.1 Outstanding Highway Matters

The following areas were inspected by Mr David Jacklin from the Highways department during his visit to Mundford on 15th January in which he met with Cllrs Fox, Goodrham, Musgrove and the Clerk, the Clerk has since been given the following updates

- Lynford Road – Untidy paths and road – this has been put on Highways schedule of works to be cleared.
- Crown Road –flooding due to blocked gulley and drains – reported to be inspected again and hopefully resolved.
- Swaffham Road outside the Parish Office – flooding due to blocked drains and gulley – same as Crown Road above.
- Swaffham Road - new speed signs – Mr Jacklin advised against more speed limit signs to be put in place, however the existing speed sign that was not working will be repaired, and since that meeting the sign is now working again.
- Wissey View- possible one way – Mr Jacklin advised against a one way system in this area as it could encourage speeding and create a race course.
- Complaints received regarding parking on grass verges – Mr Jacklin has now sent letters to residents that are continually parking on the verges to ask that they stop as they may be liable to pay for the damage that they have caused. Cllr Goodrham said that during Mr Jacklins visit on the 15th January he advised against putting post in place as residents tend to move them, however they would look into putting some sort of filling into ruts that have been caused by the cars. It was agreed that the Clerk will inform Highways on Monday 5th February if the residents are still parking on these verges.
- Crown Road – pot hole by East Hall – reported to Highways 17th January and will be dealt with asap (usually within 6 weeks).
- Cllr Goodrham said that there is a pot hole at the junction of West Hall Road, Wissey View and The Lammas opposite number 1 Wissey View, the Clerk will report this to Highways.

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- Cllr Goodrham said that there is a tree that is in the grounds of the School in St Leonards Street that is now leaning against some power cables, the Clerk will ask the School to have the tree trimmed back off the cables.
- Cllr Goodrham said that the hedge that belongs to number 44 The Lammas needs trimming back, the Clerk will contact the owner.
- Cllr Marston said that there are potholes in the entrance of Impson Way, the Clerk will report this to Highways.

6.2 Allotments – to discuss (if any) outstanding or future matters

Another Mundford resident has been added to the waiting list – there are now 4 including 1 from Ickburgh.

6.3 Handyman/Gardener – update on outstanding and future projects

- Malsters Close – installation of posts on green between no's 3 and 5 - Completed
- Pig Stye Lane – installation of posts on new tarmacked area and relocation of dog bin – Completed.
- Adeane Meadow – relocation of street sign – Completed.
- Village Green – moving posts to the edge of the green – not started.
- Village Green –flowerbed border – following a discussion it was agreed that a border using concrete path edging would be put around the Village Green flower bed.
- Village Green – flower bed sign – The Chair said that the plaque on the flower bed needs replacing and it was agreed that a sign with a white background with black lettering would be suitable, the Clerk will obtain quotes for this.

6.4 Customized signs into Village – Progress report

The Clerk should know by the next meeting what the situation is with the grant application towards the signs.

6.5 New Benches – update if any of any new donations for the last bench

There has not been any further offers for the last bench, it was agreed to keep this notice in the Connect.

6.6 Wild Flower area by the War Memorial – progress report

Following a discussion it was agreed that a hawthorn hedge would not be suitable and the Clerk will now ask the consultant that originally came to see the area if he can advise on what type of wild flower seeds would be suitable for this area.

6.7 Mundford Post Box – installation due 6th February

The Clerk had been informed that the Post Box installation will start on the 6th February and the location would be next to the bench on the corner of Church Road and St Leonards Street.

6.8 New Scout Hut

It was agreed that the Scouts can look at replacing their old hut.

6.9 APM Leaflet for 2018 – to approve the draft for this year's leaflet

The draft was approved and the Clerk will order the new leaflets

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

Correspondence regarding speeding on Swaffham Road had been circulated to the Cllrs and it was agreed that the Clerk would reply advising the residents to write to the local MP, District County Councillor and Norfolk County Council Highways Department.

The Parish Council had also received a letter regarding a problem with Chewing Gum in Green Acre Close and surrounding areas, the Clerk has passed this onto Breckland Environmental Services.

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8. FINANCE

8.1 Payments and Cheques for the January invoices

The following payments were authorised on Thursday the 1st February 2017 – This was proposed by Cllr Musgrove, seconded by Cllr Shepherd and all agreed. The cheques were signed by Cllr A. Shepherd and Cllr S. Eyres

Balance for January 2018 **£8,121.50**

Minus the following direct debits

Telephone Wi/Fi £47.72

Total Direct Debits **£47.72**

Plus the following receipts

Norfolk Community Fund - Outdoor Play Grant £996.50

Total Income **£996.50**

Balance after Direct Debits and Income **£9,070.28**

Cheques	Description	Total
102197	K&M Lighting - Street Light Maintenance	£64.24
102198	Local Council Public Advisory Service - Training for change in Data Protection Regulations	£40.00
102199	East Anglian Air Ambulance - Donation	£100.00
102200	Mrs A Shepherd - Community Car Scheme	£450.00
102201	West Norfolk Community Transport - Bus Service	£96.00
102202	Realise Futures -New Bench by War Memorial	£461.40
102203	Mrs P Angus - Clerks Salary	£695.09
102204	Mrs A Shepherd - Community Car Scheme (Extra added after original cheque had been written)	£50.00
102205	Mr B McIsaac - £138.65 salary/£17.10 Mileage/ £161.94 for Posts, Post Crete, Reflectors, Work boots and Work trousers	£317.69
102206	UK Power networks - light number 17 Malsters Close to move the power supply ready for new lamp post to be installed	£2,001.60
Total Cheques paid		£4,276.02
Balance in Community Account for February 2018		£4,794.26
Balance in Savings Account		£18,804.30
(Ring Fenced moneys Chilzone £1592.96)		

8.2 Web report from Mrs Godfrey for January

Mrs Godfrey had sent the following report. Uploaded Parish Council 2018 meeting dates, added post reference the new post box, thank you to volunteer litter pickers, edited post for the allotment waiting list and added Parish Council notices for February. There were 207 visitors for January.

8.3 Bus Service – January passenger figures

6th January there were 4 passengers and the 20th January there were 5 passengers. This service is to be reviewed in March 2018.

8.4 Norfolk Foundation Outdoor Sport and Play fund

The Parish Council has received £996.50 which is to be used for outdoor recreation provision, ideally within 12 months of the payment date. The Parish Council may either use the funds directly or grant them to another village organization that provides recreational facilities. Following a discussion it was agreed that the money will be ring fenced until a decision is made regarding who will receive the funds.

8.5 Community Car Scheme – increase in demand for this service

Following a discussion it was agreed that the float for the Community Car Scheme would be increased to £450 this was proposed by Cllr Marston, seconded by Cllr Goodrham and 6 agreed.

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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/2017/1458 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

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

Conversion of former Post Office/Shop into additional dwelling accommodation

Dated 23rd November 2017

Permission granted

3PL/2017/1427 Clover Farm IP6 5EJ

Planning Permission for a Mobile Home

Dated 24th November 2017

Permission granted

ENF/289/17/CAS Land and 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

17th January 2018 Planning enforcement has been informed of more debris and another caravan being put on this site.

10. STREET LIGHTING

The Clerk had chased up the quote from UK Power Networks for light number 17 in Malsters Close, this was received today and the cheque has been raised, UK Power Networks have provisionally booked the job in for W/C 26th February.

11. REPORTS

11.1 District Cllr Mike Nairn

Apologies sent.

11.2 County Cllr Fabian Eagle

Not at meeting no apologies sent.

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

The Chair pointed out that there is a puddle outside Rosemary Cottage on the bend and he was told by a resident that there used to be a gully on that bend – the Clerk will check with Highways to see if this was the case.

With nothing more to discuss the meeting closed at 9.00

Chairman: _____ Date: _____