

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

PRESENT:

Councillors S. Eyres Chairman, D. Goodrham, J. Marston, A. Shepherd, J. Musgrove, C. Angus, Cllr T. Fox and Mrs P. Angus Clerk to the Council.

There were 2 members of the public.

1. THE CHAIRMAN'S OPENING REMARKS

The chair thanked everyone for coming to the meeting in the bad weather.

2. APOLOGIES OF ABSENCE

County Cllr F. Eagle District Cllr M. Nairn, Cllrs K. Weight and D. Frost

3. ACCEPT AND SIGN THE MINUTES

The minutes of the meeting held on 1st February 2018 were accepted as a true and accurate record, this was proposed by Cllr Marston, seconded by Cllr Goodrham and 6 agreed. The Chair signed the minutes.

4. TO RECEIVE DECLARATIONS OF INTEREST

None

5. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

A member of the public confirmed that the speed limit in Lynford Road is 60mph (this was a query raised in the previous meeting)

6. MATTERS ARISING

6.1 Outstanding Highway Matters

- Lynford Road – Untidy paths and road – this has been put on Highways schedule of works to be cleared. – still outstanding
- Crown Road –flooding due to blocked gully and drains – reported to be inspected again and hopefully resolved. Still outstanding
- Swaffham Road outside the Parish Office – flooding due to blocked drains and gully – same as Crown Road above. Still outstanding – it was agreed that at the end of every meeting the Clerk would chase any outstanding Highways matters.
- Swaffham Road - speeding – Concerns have recently been raised with Elizabeth Truss MP in relation to speeding traffic and lack of crossing in the village of Mundford. Elizabeth Truss has arranged to meet Norfolk County Council Head of Highways Tom McCabe in the village at 4.30 pm on Friday 4 May 2018, meeting location is Browns Café and a maximum of 2 Cllrs have been invited to attend – Cllr Fox and Cllr Musgrove will be attending and it was agreed that the Clerk will e-mail District Cllr M. Nairn and County Cllr F. Eagle to ask that they also attend this meeting.
- Complaints received regarding parking on grass verges – Highways have sent letters regarding the damage that is being caused and cost of the repair could be charged to the residents concerned, the Clerk has reported to Highways that some residents have ignored that letter and are still parking on the verge, Highways have replied that they basically cannot prevent the resident from parking on the verges. Following a discussion it was agreed that the clerk will write to the Housing Association with photos and also ask Highways to come out and repair it pointing out that the deep ruts in the verge have become a health and safety issue and the Parish Council will not be responsible if any residents have a fall in this area.
- West Hall Road, Wissey View and The Lammas opposite number 1 Wissey View - Pothole reported to Highways who have confirmed that it is not within their intervention levels, however, they will keep an eye on it.
- Mundford School – Tree in grounds of the school that is leaning on power cables – Clerk has contacted the school on the 8th February and again on the 22nd February asking if they could have the tree checked out.
- 44 The Lammas – overhanging bushes – Clerk has contacted the resident – still outstanding, the Clerk will put another note through door.
- Impson Way potholes- reported to Highways and they will be repaired

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

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Inspection will take place on 31st March at 10.00am, the Chair, Cllr Musgrove and Cllr Shepherd will carry out the inspection. Another name has been added to the waiting list and plot number 6 has now become available – following a discussion it was agreed that the Clerk will call Mr Hubbard (the next person on the list) to arrange to meet him on site to discuss if he wants to keep the plot in its current size or if he would like it split in half. The Chair said he will contact the tenant of the plot that has not been attended to due to ill health.

6.3 Handyman/Gardener – update on outstanding and future projects

Village Green – moving posts to the edge of the green – Mr McIsaac informed the Cllrs that he has made a start but the weather has caused a delay this week. Village Green – flowerbed border – the Chair said that he will need to order the edging for this. Village Green – flower bed sign – ordered by the Clerk on the 14th February. Following a discussion it was agreed that the Crown Road sign coming in from the Malsters Close end is too high and it was agreed that the handy man will reduce the height so that the flower tubs can be seen.

6.4 Customized signs into Village – Progress report

All grants to be awarded will be announced at the end of March

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

No further enquires have been received it was agreed to keep this in the Connect

6.6 Wild Flower area by the War Memorial – progress report

The Clerk had asked Willowbrook consultants for advice on what wild flower seeds would be suitable for this area and they have now replied with recommendations on both suppliers and types of seeds to plant. Following a discussion it was agreed to use some seeds that Cllr Marston has kindly offered the Council.

6.7 Mundford Post Box – new update

Information previously given to the Clerk was incorrect – the date given was the start of the survey to be carried out of the area not the installation date - update so far is:-

12th February scan carried out by the contractors to check if there are any utilities that could be disturbed, this has come back as ok, on the 15th February the Post Office engineers carried out a Health and Safety check and also another scan for utilities to make sure nothing was missed on the first scan, following this latest survey they have come back to report that the site in St Leonards is not suitable due to underground utilities and they have suggested that the box is put on the green by the Bowls Club on the bend of West Hall Road, following a discussion it was agreed that the Clerk will contact the Post Office to say that the Cllrs are very much against this new position and could they come to Mundford to meet with the Cllrs to look at the possibility of the Box being placed outside Cost Cutters/Yallops. The Clerk will also contact Yallops to ask if they would agree to have the box outside their shop. It has been confirmed that the replacement post box will be the larger box known as “Type A” which is the same as the box that had been taken away.

6.8 Recycle Bin for the Parish Office

Breckland Council have informed the Clerk that the Parish is considered as a business, therefore they are unable to supply a recycle bin, however, they have supplied recycle bin bags to put any plastics, glass etc into when litter picks are carried out.

6.9 AGM Parish Leaflet Distribution

The Parish Council leaflets are ready for distribution, Cllr Shepherd, Cllr Fox, Cllr Angus, the Chair and Mr McIsaac have offered to help the Clerk to post the leaflets in the village.

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

The following have previously been circulated -Mr Tooth regarding installing removable security bollards on slip road in Crown Road, Mrs W Read and Mrs Godfrey– letter regarding bus service.

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8. FINANCE

8.1 Payments and Cheques for the February invoices

The following payments were authorised on Thursday the 1st March 2018 – This was proposed by Cllr Fox, seconded by Cllr Shepherd and all agreed. The cheques were signed by Cllr A. Shepherd and Cllr T. Fox

Balance for February 2018	£4,794.26
Minus the following direct debits	
E-On Street Lighting (Dec and Jan)	£127.11
Telephone Wi/Fi	£42.48
Parish Office Electricity	£28.95
Total Direct Debits	£198.54
Plus the following receipts	
Vat refund	£442.58
Total Income	£442.58
Balance after Direct Debits and Income	£5,038.30

Cheques	Description	Total
102207	K&M Street Light Maintenance	£64.24
102208	West Norfolk Community Transport	£96.00
102209	Barkers Print and Design - Parish Council Leaflets	£107.00
102210	Mrs P Angus - Salary £695.29/Plaque £34.99/ Key for Litterbin £5.69/Storage Boxes £9.99/ Mileage to Attleborough to collect leaflets £19.80	£765.76
102211	Mrs A Shepherd - Community Car Scheme	£350.00
102212	Void Cheque	£0.00
102213	Mr B McIsaac	£148.55
Total Cheques paid		£1,531.55
Balance in Community Account for March 2018		£3,506.75
Balance in Savings Account		£18,804.30

(Ring Fenced moneys Chilzone £1592.96 and Outdoor Sport and Play £996.50)

8.2 Web report from Mrs Godfrey for February

Mrs Godfrey had sent the following report – added Church Notices, New Running Club notice and Parish Council notices, there was 143 visitors in February.

8.3 Bus Service – February passenger figures and 6 monthly review

3rd Feb 4 passengers and 17th Feb 5 passengers – total cost to the Council @ £96.00

The Clerk had previously circulated figures to the Cllrs for the past year, the average cost to the council per year is £1,000.

Following a debate it was agreed that the fare would be increased from £6.00 to £8.00 and the service will remain as a fortnightly service, this was proposed by Cllr Marston, seconded by Cllr Angus and 5 agreed. It was also agreed that the figures would now be reviewed every 3 months.

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**

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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

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

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

It was agreed that the Clerk will report that more machinery is being put on to the site

10. STREET LIGHTING

An Alternative quote has been obtained from Westcotec for the street light maintenance contract.

Comparison figures had been circulated to the Cllrs as follows

	K&M	Westcotec	Difference saving
	Per year	Per year	Per year if the Council changes contractors
3 years contract	£706.29	£592.27	£114.02
1 year contract	£743.46	£626.6	£116.86

Cllr Musgrove proposed that the new quote for the 3 year contract from Westcotec is accepted, this was seconded by Cllr Angus and all agreed.

Westcotec will also supply 1.5mtr extensions @ £100 each

The Chair proposed to replace the final concrete column number 21 with a new column this was seconded by Cllr Angus and all agreed.

11. REPORTS

11.1 District Cllr Mike Nairn

Not at meeting, apologies sent, however, District Cllr Nairn had sent the following link to the Clerk regarding lottery funding from Breckland District Council, the Clerk will send this out to the local community clubs for their information.

www.breckland.gov.uk/ourbrecklandlottery

11.2 County Cllr Fabian Eagle

Not at meeting apologies sent and also the attached report.

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

The Chair said that he would be stepping down in May 2018 as Chairman and asked the Cllrs if any of them would consider taking on the position.

With nothing more to discuss the meeting closed at 9.15pm

Chairman: _____ Date: _____

County Councillor Report to Parish Councils Feb/March 2018

Budget Update

The County Council's latest £388.7m budget is focussed on protecting vulnerable people and investing in infrastructure that supports our economy and jobs.

We face major challenges, with Government grant reducing, demand for services rising and costs increasing. By prudent budgeting, we have focussed our spending on the priorities outlined in our "Caring for our County" plan.

These include:

- £18.5m of additional spending on children's services, to support the improvements taking place
- An additional £40m for adult social care, to support new ways of working and prevention services
- A capital programme of £429m, funded by grants, capital receipts and borrowing, to support major schemes such as completion of the Norwich Distributor Road, school improvements and the Great Yarmouth Third River Crossing

We have agreed to raise our share of Council Tax by 5.99 per cent – 2.99 per cent for general services and 3 per cent for adult social care – which is the maximum permitted by the Government. This enables us to meet our priorities and meant we could withdraw proposals to cut the bus subsidy and gritting budgets, in the light of public consultation responses.

Clearly, we will still need to make savings - £79m by 2021, with £30m in 2018/19. We are still facing a gap of £95m. But we are confident that we can continue to protect frontline services and make savings instead by operating in a more commercial way, making better use of technology and more use of online services.

Adult social care priorities to be considered

The challenges facing adult social care and how to tackle them will be discussed by councillors.

Norfolk's Adult Social Care Committee will decide its priorities for the next four years and consider how to influence the Government's thinking on future funding.

The same meeting will consider how to respond to Parliament's inquiry on the future of adult social care.

MPs want to hear councils' views on how to fund social care sustainably in the long term and how to reach political and public consensus on a solution.

Councillors will discuss the issue when the committee meets at 10am on Monday, 5 March.

- At the moment, the County Council spends £1m per day on adult social care for 14,000 people in Norfolk, predominantly for care services commissioned from 700 providers. The care market employs 27,000 people.
- Last year, 20,205 people received short term and long term care packages and 5,000 had reablement services – helping them to get back on their feet after a crisis
- Demand for services is growing, with a rise in the number of over 65s – up 31 per cent, from 209,700 in 2015 to a predicted 274,800 in 2030
- The over 85 population will rise by 77 per cent over the same period and Norfolk has the third highest prevalence of dementia in the region
- There is also demand from adults under 65. There are 81,400 with a common mental health disorder, 12,300 with a serious physical disability, 4,500 with a serious personal care disability and 2,800 with a moderate or severe learning disability.

Superfast Broadband

Millions of pounds of additional investment could be ploughed into a County Council programme which has already helped to double superfast broadband access in Norfolk since 2013.

Councillors on Norfolk County Council's Digital Innovation and Efficiency Committee will consider two opportunities to extend the Better Broadband for Norfolk (BBfN) Programme at a meeting [next Tuesday \(6 March\)](#) at County Hall.

The first would see £11 million of BBfN contract rebates reinvested back into the programme which would be used to help make superfast broadband available to those properties in Norfolk that are not already in line to receive access to it. The rebates are due to be paid to the council to avoid public money being used to subsidise commercially-viable networks, following higher than expected levels of take-up of the broadband services on BBfN-installed infrastructure to date.

The other opportunity has the potential to bring an additional £2 million into Norfolk with the specific aim of making superfast broadband services available to rural businesses. Officers are proposing to bid for a share

of the Department of Environment, Farming and Rural Affairs' (DEFRA's) £30 million Rural Broadband Grant national fund, to be used where there is "a defined business need" and to enable economic growth. If the council does decide to bid for this funding it would be competing against other local authorities and the money will be allocated on a first-come, first-served basis.

Norfolk County Council's Digital Innovation and Efficiency Committee will meet [at 10am on Tuesday, 6 March](#) at County Hall in Norwich. Members of the public are welcome to attend.

Gressenhall Farm and Workhouse free open day

Gressenhall Farm and Workhouse is inviting players of the National Lottery and their families to come along for a free Lottery Players' Preview before the start of the 2018 season. Welcome to the Workhouse will take place [from 10am to 5pm on Saturday 10 March](#).

This event is the museum's way of saying thank you for all the good things that the National Lottery has funded at Gressenhall over the past few years through the Heritage Lottery Fund.

This includes the £1.8m Voices from the Workhouse project which has seen the complete redevelopment of Gressenhall's Grade II-listed Georgian workhouse buildings. This project was supported with major investment from the Heritage Lottery Fund.

Visitors will have the chance to explore the new galleries and find out about what life was like within the workhouse walls through the stories of those who lived and worked there over its 200 year history. They will be able to discover the research behind these displays and get some tips on how to delve into their own family history. They can meet costumed characters and get creative with a range of activities. The event also marks the completion of the new-look Collections Gallery with over 2,000 objects telling the story of life, work and play across the county. After that, visitors can pause 'at the bar' to recall Norfolk's rural pubs with a new special exhibition, Beer and Brewing: Norfolk's Rural Pubs.

Plus, they will be able to discover all that the 50 acre site has to offer including the traditional working farm with its Suffolk Punch horses and adventure playground.

Admission is FREE to all National Lottery players and their families – just show a valid lottery ticket for that week upon entry.

Free family learning courses

Norfolk Community Learning Services (NCLS) is running free family learning courses to give parents the tools to support their children with learning while improving their own English and maths skills at the same time.

All parents would like their children to succeed in school but many are not sure how to support them and lack the basic skills to do so. The way English and maths is taught in schools also changes regularly so there is a risk that parents could confuse their children by using the methods they were taught rather than the ones used in schools currently.

As well as helping to improve their English and maths skills, the family learning courses allow parents to find out how the subjects are taught in school and give them an opportunity to meet teachers in an informal way.

The courses are classroom based and taught in two-hour sessions over a five-week period.

To find out more about family learning courses with Norfolk Community Learning Services visit

www.norfolk.gov.uk/adultlearning

Winter weather advice

With snow already falling in some parts of the county the County Council is reminding people to drive carefully. People can find useful advice and regular gritting updates on the authority's social media channels using the #norfolkwinter hashtag on Twitter and on the Norfolk Facebook page www.facebook.com/norfolkcc.

The County Council currently has approximately 16,000 tonnes of salt stocked in the county which is enough for about 50 gritting runs. These salt stocks are replenished on a daily basis during the winter through a long-term contract the council has with its supplier Compass Minerals.

People can check which roads are on the council's gritting routes for the 2017/18 season by looking at the map at www.norfolk.gov.uk/gritting. On the same map people can find the locations of more than 1,800 grit bins in the county which people can use to treat public pavements, cycle paths and roads.

Last winter many people helped keep pavements and public spaces around their homes clear of snow.

However, many people were put off doing so because of fears of being sued. People should not be deterred from performing a socially responsible act, such as clearing a path of snow, by the fear that someone may subsequently get injured slipping on the path. Though the person clearing the snow does have responsibilities when doing the job, mainly to ensure that they are not making the area more dangerous, it is

important to note that those walking on snow and ice have responsibilities themselves. A common sense approach is encouraged.

3

PCC Public Q&A Session in Watton

Norfolk's Police and Crime Commissioner (PCC) and Chief Constable will be answering questions from the public at a special event next month.

PCC Lorne Green and Chief Constable Simon Bailey will host a Q&A session in Watton [on Wednesday 7 March](#) to give people the opportunity to share views, issues or concerns about crime and policing in their area.

The event is the first of its kind in 2018 as part of the Commissioner's ongoing pledge to give the public access to the county's senior officers while ensuring he and the wider police service are visible, accessible and accountable to all.