

Minutes of the Mundford Parish Council Meeting Held at The Cricket Club, Mundford on Thursday 6th June 2019

PRESENT:

Councillors J. Musgrove (Chairman) D. Goodrham, J. Marston, S. Welsh, Cllr B. Ellis
K Weight, N Enderby and Mrs S. King (Clerk to the Council). There were 5 members of the public.

1. THE CHAIRMAN'S OPENING REMARKS

Good evening and welcome to the meeting in June. Barry Walker has now signed the Agreement to move his fence to allow for the footpath. We have paid our 50% share to Highways who will now programme the work. This is good news that we can now get a sensible crossing point on the Swaffham Road. We have had delivery of the flag pole, litter bin and notice board and I just require assistance to put them up. We will look to get the flag pole and litter bin put up next week.

2. APOLOGIES OF ABSENCE

Cllr S. Eyres, District Cllr M. Nairn and County Cllr F. Eagle

3. ACCEPT AND SIGN THE MINUTES

A minor amendment to the minutes was requested by the Chairman for Items 9.7 and 11.3. The minutes of the meeting held on 9th May 2019 were accepted as a true and accurate record, this was proposed by Cllr D. Goodrham, seconded by Cllr N. Enderby and all agreed. The Chairman will sign the minutes once the amendments have been made. (Minutes have now been signed by the Chairman).

4. TO RECEIVE DECLARATIONS OF INTEREST

Cllr S. Welsh and Cllr D. Goodrham for item 6.10.

5. PUBLIC PARTICIPATION

Some of the residents of Crown Road came to discuss the outcome from last month's Parish Council meeting regarding the two strips of land outside number 2 and 6 Crown Road. The residents were informed that the Parish Council are not involved in this dispute and advised them that any queries should be directed to Highways.

6. MATTERS ARISING

6.1 Outstanding Highway Matters

- Pig Sty Lane – ditch and footbridge – The bridge is now unstable and a further urgent request to Highways has been submitted. They have confirmed that the materials to replace the bridge have now arrived and they will look to book in the works to replace the bridge as soon as possible. Notices have been placed on the bridge to warn residents it is unstable.
- The missing barrier on the corner of Swaffham Road, just on the bend of Lynford Road is dangerous and needs to be repaired. Chairman J. Musgrove will continue to try and get hold of the Manager of Lynford Hall to discuss responsibility. In the meantime, Highways will try and establish if this is the responsibility of the Water Board.

6.2 Village Footpaths and Verges – to discuss outstanding matters and actions taken

- The posts which need to be erected outside the property 'Two Hoots' on Swaffham Road is still ongoing. The swing has not yet been dismantled and therefore the posts are not ready for use.
- There are a number of overgrown shrubs/hedges in Wissey View. Chairman J. Musgrove to visit Wissey View and note addresses. Once received the Clerk will send letters to the owners to reduce these in size.

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

- There is currently one allotment available.

6.4 Handyman/Gardener – update on outstanding and future projects

- A larger tank is required to be able to do the watering around the village. Bruce has found a tank which holds 350 litres of water which will cost £188 including VAT and delivery charge. The tank will then require a 2 wheeler trailer to hold the tank. Bruce to investigate to get a fixed price for everything.

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6.5 Village Notice Board

The notice board is currently sitting in the Chairman's garage. The Chairman will speak to the landowner to ask for permission to cut back the prickly bush to enable the old notice board to be replaced by the new notice board safely. The Chairman will require assistance to get this completed.

6.6 Post Box Area

As detailed in the previous minutes, Blooming Gardens will be carrying out the work within the next few weeks.

6.7 Flag Pole, Flag and Bins near War Memorial

The Parish Councillors have visited the site where the new flag pole will be situated. This was proposed by Chairman J. Musgrove, seconded by Cllr D. Goodrham and all agreed. The words for the plaque will be 'This tree was planted by Mundford Parish Council to celebrate the 100th year of the ending of the 1st World War'. The plaque by the rose bed will also be renewed.

6.8 Enchanted Cinema Event

The ticket books have been purchased and delivered. The tickets will go on sale and can be purchased from the Parish Council office and the Cricket Club. Someone has expressed an interest in concessions especially in catering for the event. Chairman J. Musgrove and Cllr N. Enderby will discuss this with the Village Hall and Cricket Club.

6.9 Flooding in Mundford

Cllr B. Ellis brought a map outlining the problem areas but no drains have been put across the football pitch. It has been reported that a resident has been blocking the ditch and this causes problems when there is a heavy rainfall.

6.10 Youth Club in Mundford/Scout Hut

Mary Ann Turner left the land to the Parish Council and the hut for the Scouts. If the Scout hut is no longer required for the Scouts this should be allowed to be used for other purposes which will benefit the community.

The Scouts have been using the Scout hut for many years but it has been standing unused for the past 12 months. The Scouts no longer wish to use the Scout hut going forward and this is situated on Parish Council land. The only cost to the Parish Council is the electricity standing charge which is £205 a year. Interest has been expressed by Cllr S. Welsh to set up a youth club and the Church has also expressed an interest in using it for meetings as a Church Hall and would also like the land around it as a buffer between the hut and the allotments.

A gentleman from the Scouts will be visiting the Scout hut to clear out the building and any rubbish which has been left behind outside. Chairman J. Musgrove, Cllr S. Welsh and Cllr D. Goodrham will visit the Scout hut once we have been given the key. The only access to the Scout hut is via Pig Sty Lane.

6.11 Internal Audit

The PFK Littlejohn documents have been signed off by the internal auditor.

6.12 External Audit – 2018/2019 Annual Return

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

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

- We have received a letter from a resident asking if they can put two bee hives on the allotments either on their own allotment or placed at the back. This was proposed by Cllr D. Goodrham and seconded by Cllr S. Welsh. All agreed. Chairman J. Musgrove will meet with the resident to discuss the best place for them to be situated.
- We have received correspondence regarding a rural housing conference looking specifically at affordable housing. Cllr S. Welsh has expressed an interest in attending.

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- We have been asked to donate to ‘Scotties Little Soldiers’. Charity donations are discussed in the autumn.
- The audit form has been completed by the Parish Council and this is now with the Accountant for sign off. Once this has been received back it can be sent to PFK Littlejohn. Chairman J. Musgrove recommended that the dates for the public to view the accounts are from 1st July to 9th August. This was proposed by Cllr D. Goodrham and seconded by Cllr B. Ellis. All agreed. Details will be put on the notice board by 1st July.

8. FINANCE

8.1 Payments and Cheques for the May invoices

The following payments were authorised on Thursday 6th June. We are now able to make payments by BACS using online banking. The payments were proposed by Cllr N. Enderby and seconded by Cllr J. Marston and all agreed.

Description	Amount
Balance for May 2019 (minus the following direct debits)	£12,026.91
Opus Energy Parish Office Electric	£30.87
E-On Street Lights	£111.77
Everflow Water Rates	£15.43
XLN Telephone/Wifi Parish Office	£76.97
Total Direct Debits	£235.04
Receipts	Amount
Allotment Payment Plot 7A	£15.00
Mundford Book	£20.00
Total Income	£35.00
Balance	Amount
After Direct Debits and Income	£11,826.87

Cheques	Description	Total
BACS	Mrs S King – Wages	£517.93
BACS	Mr B McIsaac – Wages	£169.98
BACS	Westcotec Street Light Maintenance	£59.23
BACS	Bunches & Bows – Flowers for Dorothy	£29.00
BACS	Thomas B Bonnett – Steel Posts for Flag Pole	£67.80
BACS	Norfolk Parish Training & Support – Sean Training	£38.40
12314	Mrs A Shepherd – CCS for April	£400.00
BACS	Village Hall Grant	£1,000.00
Cash	Stefan Eyres – Bulb Planter	£12.00
BACS	Norfolk Parish Training & Support – Sean & Sam Training	£64.00
12315	Norfolk County Council – Parish Partnership Scheme	£3,825.00
BACS	Mrs A Shepherd – CCS for May	£250.00
BACS	Zurich Municipal – Employers Liability Insurance	£564.71
12316	Mundford Cricket Club	£90.00
Total Paid		£7,088.05

Balance in Community Account	Total
June 2019	£4,738.82
Balance in Savings Account	Total
June 2019	£15,853.54
Balance for Miscellaneous Items	Total
Chilzone	£1592.96
Outdoor Sports and Play	£996.50

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8.2 Web report for May

The following report has been received from Mrs Rosemary Godfrey

- There were 282 visitors in May.

8.3 Parish Partnership Scheme – Update

As mentioned previously, Barry Walker has now signed the Agreement and the Parish Council have paid the 50% towards the cost of the new footpath. Highways will now schedule the works to be completed at some point this year.

9. PLANNING APPLICATIONS

Reference Number:	Address:	Date:	Description:	Outcome/Update:
3PL/2019/0230/F	Land at Lynford Road Lynford Road Mundford	11/04/2019	Change of use from Agricultural Land to Showmans Yard Including One Single Caravan (Residential Unit)(Retrospective)	Refused
3PL/2019/0398/O	Ickburgh Lodge Swaffham Road Mundford	17/04/2019	Removal of static caravan and outbuildings and construction of two dwellings	Refused

10. STREET LIGHTING

The new lantern for St. Leonards Street has now been completed. Chairman J. Musgrove and Cllr S. Eyres still need to walk around the village to count how many pole extensions are required for the street lights.

11. REPORTS

11.1 District Cllr Mike Nairn

No updates.

11.2 County Cllr Fabian Eagle

No updates.

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

With nothing more to discuss the meeting closed at 8.25pm.

Chairman: _____ Date: _____