

Minutes of the Mundford Parish Council Meeting Held at The Cricket Club, Mundford on Thursday 4th July 2019

PRESENT:

Councillors J. Musgrove (Chairman) D. Goodrham, J. Marston, S. Welsh, B. Ellis N Enderby, S. Eyres and Mrs S. King (Clerk to the Council). There were 3 members of the public.

1. THE CHAIRMAN'S OPENING REMARKS

Welcome to the July Parish Council meeting. The fence on Swaffham Road has now been moved back and Cllr S. Eyres is meeting with Highways tomorrow. The new village notice board is still sitting in my garage and needs to be sorted out but I will require assistance. County Cllr F. Eagle would like to provide his update first as he needs to leave straightaway.

2. APOLOGIES OF ABSENCE

Cllr K. Weight

3. ACCEPT AND SIGN THE MINUTES

The minutes of the meeting held on 6th June 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 signed the minutes.

4. TO RECEIVE DECLARATIONS OF INTEREST

Cllr S. Welsh and Cllr D. Goodrham for item 6.8.

5. PUBLIC PARTICIPATION

The residents of 4 Green Acre Close attended the meeting to discuss the tree which is overhanging in their property from Pig Sty Lane. There have been numerous emails between the residents and the Parish Council regarding this matter. The Parish Council have been unable to establish who the landowner of Pig Sty Lane is and this has been ongoing for many years. In the past a diseased tree in Pig Sty Lane which was considered dangerous was cut down at the expense of the Parish Council. The Parish Council are not responsible for the maintenance of the trees in Pig Sty Lane.

District Councillor M. Nairn provided the residents with a telephone number for the Facilities Manager at Breckland Council. This is to try and establish the landowner of Pig Sty Lane so that they can cut back the tree, or provide permission for the residents to dispose of the branches once they have been cut.

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. (The bridge has now been replaced).
- The section of footpath in Pig Sty Lane which is the responsibility of the Parish Council has now been repaired.
- 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.
- The ivy which is growing up the fence of 14 Billy Emms Court and causing a hazard when wet to residents walking along the path has been reported to Flagship. They have confirmed this will be cut back by 17/07. (This has now been completed).
- There are a number of overgrown shrubs/hedges in Wissey View. Cllrs S. Eyres and D. Goodrham to visit Wissey View and the rest of the village and note addresses. Once received the Clerk will send letters to the owners to reduce these in size.
- The Anglian Water sign outside the Vets on St. Leonards Street needs replacing. (This has now been completed).

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- The public footpath opposite London Lane is very overgrown. This was reported to Highways back in March. A further email has also been sent to the relevant department asking for a response.

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

- A resident has expressed interest in the vacant allotment 7B. (The allotment has now been taken).
- A review of the allotments has been carried out and the owner of one allotment has been approached to remove their weeds.
- It is decided that the water butts which were previously removed will not be put back as yet due to the amount of water still available in the large water tanks. This will be reviewed following a period of no rain.

6.4 Handyman/Gardener – update on outstanding and future projects

- The Cricket Club hedge will be cut at the end of August beginning of September.
- The water tank and trailer has now been purchased.
- We need to arrange cover for Bruce whilst he is on holiday. Chairman J. Musgrove to look into this.
- Chairman J. Musgrove and Cllr S. Eyres have agreed to share the watering duties.

6.5 Village Notice Board

The notice board is currently sitting in the Chairman's garage. The Chairman has spoken to the owner and they are happy for the hedge to be cut back to allow for the new notice board to be put up safely. The Chairman will require assistance to get this completed.

6.6 Flag Pole, Flag and Bins near War Memorial

The new flag pole has now been installed. Thank you to Bruce and Cllr S. Eyres for their time and assistance. A Cllr is needed to be in charge of the new flag pole. Cllr S. Welsh volunteered to be the Flag Master. We already have a Union Jack flag and would like to purchase a flag displaying 'Mundford' to fly at all times other than special occasions. The Mundford Flag will cost £66.58. A resident who attended the meeting, Mr Arnold, would like to pay for the flag for the village. This was greatly appreciated. (Mr Arnold has now paid for the flag and this is on order).

The Mundford flag has been delivered and is now flying.

The plaques still need to be ordered for both the memorial tree and the one to be replaced on the village green.

6.7 Enchanted Cinema Event

The event has been advertised in the village magazine and by posters displayed around the village. Tickets are now available to be purchased.

There are 3 or 4 big prizes for the raffle to be held on the night. So far the raffle prizes are:

- A Pimms hamper
- A BBQ hamper
- A bottle of whisky

A couple of requests have been received from elderly residents asking if they can park their vehicles on the green so that they enjoy the film. This has been agreed.

There will be a bar available on the night which will be in the Cricket Club.

6.8 Allotment Hut

As the Scouts are no longer using the hut it was agreed that it will be called the 'Allotment Hut'. The Church is still interested in using the Allotment Hut. Cllr S. Welsh has withdrawn his interest in using the Allotment Hut for a Youth Club and will look for an alternative location. There have been 2 requests from allotment holders to be given more space. It has been suggested that the space around the Allotment Hut is reduced to 1 metre to allow the allotment holders more space.

This will be discussed in more detail at the next meeting.

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6.9 Code of Conduct Review

The Clerk updated the current Code of Conduct. This was proposed by Cllr D. Goodrham, seconded by Cllr S. Welsh and all agreed.

6.10 Village Benches

A local resident kindly donated money for a bench within the village and dedicated it to their loved ones. The resident then wanted to remove the bench as they are moving. The Parish Council explained that as the bench was a donation it cannot be removed but they are happy for the resident to remove their plaque. It was suggested that a replacement plaque is purchased to give thanks to the resident for their kind donation. Chairman J. Musgrove will speak to Bruce about arranging the replacement plaque.

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

- A letter was received from Norfolk County Council regarding an inspection they will be carrying out of roadside trees within Mundford to identify if any ash trees have ash dieback disease.
- A resident in Fir Close is concerned about an overgrown hedge which is causing residents to have to walk on the road instead of the footpath. Cllrs S. Eyres and D. Goodrham will be walking around the village and taking down addresses of all properties which have overgrown hedges which needs cutting back. The Clerk will then write to these residents.
- Age UK has asked for an annual donation. Any donations to charities will be discussed in the autumn.
- The Village Hall has asked if we would like to order any poppies this year. The Clerk will ask the price of the large lorry poppies. (The email has now been sent).
- The Clerk has asked if the Parish Office can be decorated due to the mould growing in the toilet. In addition it was agreed that an air brick will need to be put in to stop future mould growing.

8. FINANCE

8.1 Payments and Cheques for the June invoices

The following payments were authorised on Thursday 4th July. The payments were proposed by Cllr N. Enderby, seconded by Cllr B. Ellis and all agreed. It is necessary, due to the amount of payments made so far this year that, some money from the savings account will need to be transferred to the current account until the second precept is received in September.

Description	Amount
Balance for June 2019 (minus the following direct debits)	£4,738.82
Opus Energy Parish Office Electric	£29.14
E-On Street Lights	£115.49
Everflow Water Rates	£12.95
XLN Telephone/Wifi Parish Office	£76.97
Total Direct Debits	£234.55
Receipts	Amount
HMRC Tax Refund	£1,322.36
Mundford Books	£100.00
Cinema Tickets – 1 Family & 1 Adult	£25.00
Mundford Book	£20.00
Total Income	£1,467.36
Balance	Amount
After Direct Debits and Income	£5,971.63

Cheques	Description	Total
BACS	Mrs S King Wages & Overtime	£469.37

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BACS	Mr B McIsaac – Wages, Holiday Pay & Expenses	£241.52
BACS	Westcotec Street Light Maintenance	£59.23
BACS	Mrs A Shepherd – CCS for June	£300.00
BACS	Mr S Welsh Travel Expenses	£51.66
BACS	Serena Barnes – Internal Audit	£125.00
BACS	Mr B McIsaac – Water Tank & Trailer	£283.34
BACS	Viking Stationery – Office Supplies	£81.86
BACS	Rosemary Godfrey – 6 Months Web Maintenance	£285.48
BACS	Mr S Eyres – Posts, Fence & Pig Sty Lane	£800.00
Total Paid		£2,697.46

Balance in Community Account	Total
July 2019	£3,274.17
Balance in Savings Account	Total
July 2019	£15,853.54
Balance for Miscellaneous Items	Total
Chilzone	£1592.96
Outdoor Sports and Play	£996.50

8.2 Web report for June

The following report has been received from Mrs Rosemary Godfrey

- There were 347 visitors in June.

8.3 Parish Partnership Scheme – 2020

We have received an email from the Parish Partnership Scheme for local highway improvements, which the County Council will be repeating in 2020/21. All bids to be submitted by 6 December 2019. Chairman J. Musgrove asked Councillors to have a think about any improvement we need around the village and bring suggestions to the next meeting.

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

A cover is broken on the street light outside 44 West Hall Road. (This has now been reported to Westcotec).

Closer to September an inspection is required to be completed for the street lights around Mundford.

11. REPORTS

11.1 District Cllr Mike Nairn

The Silver Social which is a daytime touring arts programme, aimed at older people across Breckland villages, are putting on performances throughout August. A poster is displayed on the village noticeboard and the Parish Council office.

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There are music events being held on the green in Thetford which are completely free. Local acts will be performing.

There is a children's holiday programme and this will be sent through in due course.

11.2 County Cllr Fabian Eagle

I have purchased with an amount of my local members budget 4 temporary slow down signs, for your use. They will have to be rotated between the villages throughout the year. To get round some Highway objections about these signs, they have been designated as a trial to see if temporary signs have an effect on traffic speed in a given area. They can be displayed on one stretch of road for a maximum of 72 hours before being moved to a different road within your parish.

The drainage scheme for Swaffham Road has been approved for updating in the 20/21 financial year. Chairman J. Musgrove mentioned that Highways have visited the office to check the drain outside and confirmed that this is not a soakaway but a chamber. This is blocked and will also need investigating. In addition the kerb edge needs to be raised.

Cllr S.Eyres mentioned that the junction for Lynford and opposite West Toffs on the A134 is dangerous as no visibility. County Cllr F. Eagle asked for Clerk to send through email regarding this. (This has now been sent).

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

The Clerk will not be at the next Parish Council meeting and Chairman J. Musgrove will be taking the minutes.

Cllr N. Enderby mentioned that a large Christmas tree has been kindly donated by a local resident which is 5 to 6 metres tall. Cllr S. Eyres will visit the property to check if the tree is suitable for the village green.

With nothing more to discuss the meeting closed at 8.45pm.

Chairman: _____ Date: _____