

Minutes of the Mundford Parish Council Meeting Held at The Cricket Club, Mundford on Thursday 3rd October 2019

PRESENT:

Councillors J. Musgrove (Chairman) D. Goodrham, J. Marston, S. Welsh, B. Ellis N Enderby, S. Eyres, Cllr S Booth, Cllr K. Weight and Mrs S. King (Clerk to the Council). There were no members of the public.

1. THE CHAIRMAN'S OPENING REMARKS

Good evening and welcome to October's Parish Council meeting. Most of the white lines have now been replaced around the village. Cllr S. Booth attended his two training courses and found these very informative. I would recommend other Councillors attend the training courses.

2. APOLOGIES OF ABSENCE

None

3. ACCEPT AND SIGN THE MINUTES

The minutes of the meeting held on 3rd October 2019 were accepted as a true and accurate record, this was proposed by Cllr N. Enderby and seconded by Cllr D. Goodrham and all agreed. The Chairman signed the minutes.

4. TO RECEIVE DECLARATIONS OF INTEREST

Cllr D. Goodrham for items 6.5 and 6.9.

5. PUBLIC PARTICIPATION

None

6. MATTERS ARISING

6.1 Outstanding Highway Matters

- 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.
- The 3 large flower tubs at the top of Crown Road have been moved as requested by Highways for them to complete investigations regarding the drainage in Malsters Close. Clerk to chase to find out when this will be completed. (Spoke to Highways and due to the changeover to Norse there is a delay in works already scheduled).
- Still waiting for the footpath extension on the Swaffham Road.
- Highways have confirmed that the white lines will not be replaced outside the Crown Pub or the bend on West Hall Road. Highways believe that not having the lines will encourage drivers to slow down. Norfolk County Council has a new Directive and they are not going to put white lines on residential roads. This was following a study which was completed and they came to the conclusion that with no white lines there are fewer accidents. Note from David Jacklin from Highways: "When we surface dress roads, as part of the preparatory works, my technician will assess the accident record and existing lining detail for suitability and the new lining detail will reflect what should be added following the dressing e.g. omitting the centrelines within the village where the 30 mph speed limit does not warrant centrelines on the unclassified road sections. This brings the sites in line with our other parishes. Reducing white lining within 30mph speed limits within villages gives drivers the feeling of 'residential' rather than open road and encourages them to drive appropriately."
- The drains on Swaffham Road are still overflowing. It has been agreed that the Parish Council can obtain quotations from external companies, who have been agreed by Highways, to fix the issue with the overflowing drains and the invoice will be settled by Highways. The drains have since been cleaned around the village.
- The flooding outside the Parish Council office is still an issue. (Clerk has since spoken to Highways and a new soakaway is needed outside the office and will be raised separately by them).

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.

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- 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 hard standing area outside the Bowls Club has been completed by Cllr S. Eyres.
- The A134 opposite Impson Way needs to be cut again. (Email sent to TSSR and they will cut this again shortly).
- A working party needs to be set up to clean out the Cricket Club dyke.

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

- The steel posts still need to be cut to divide allotment plots 7A and 7B.
- All allotments have now been taken.

6.4 Handyman/Gardener – update on outstanding and future projects

- The Cricket Club hedge still needs to be cut.
- The pressure washer still needs to be purchased. (This has since been purchased and delivered).
- The Pig Stye Lane bridge needs a coat of wood protector before the winter.
- The benches around the village need to be washed.

6.5 Allotment Hut

Chairman J. Musgrove sent round a licence to all Parish Councillors for approval. This was proposed by Cllr S. Eyres and seconded by Cllr S. Welsh. All but Cllr D. Goodrham agreed (not allowed to vote). It was asked whether the licence is fit for purpose and the Clerk is to send it the Norfolk Parish Training and Support team for their opinion. (This has since been sent to the training team and they recommended forwarding it to their Solicitor. The Solicitor kindly provided an example of a licence agreement. This has been forwarded to the Chairman). The electricity is through npower.

6.6 Remembrance Day Service (Sunday 10th November)

The Remembrance Day flag has been delivered. It has been decided that the flag will be put up at the beginning of November and left a week after Remembrance Day. We have received delivery of a wreath and six large poppies. This came to £35 and it was recommended that the donation we provide is £50. This was proposed by Cllr D. Goodrham and seconded by Cllr S. Eyres. All agreed.

There should be military presence at the event. Chairman J. Musgrove will find out if we can borrow the road sweeper. The Vicar will be taking the service at the Church and has agreed to come over to the Memorial. It was suggested that a few cones are put out to prevent people parking where residents will be standing for the service.

6.7 Tree Lighting Ceremony

The Circle of Friends group will be putting on a Christmas tree display at the Methodist Chapel in the village. This was advertised in the recent Mundford Messenger magazine. There is space for 15 to 20 small 3ft Christmas trees. There will be no charge to look at the trees but there will be a donation jar for the Chapel.

The arrangements for the Tree Lighting Ceremony are below:

- The Mundford Fish Bar will be putting on their Christmas tree lights at the same time. The owner's wife has kindly agreed to bake cakes to sell on the night. They were very well received last year.
- The Crown Pub will continue to donate their mulled wine.
- Lynford Hall has confirmed they will continue to support the evening. We are awaiting confirmation of what they can provide.
- We still need to approach the Residential Home to see if they would like to participate.
- Yallops will continue with their hot dog stall.
- There will be raffle prizes.
- There will be a hot chocolate stall.
- We will ask for businesses to name their Charities up front so they can be advertised before the event.
- The Chapel doors will be open to allow people to view the Christmas tree display.

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- Chairman J. Musgrove to investigate if able to locate a better audio system for the evening. (Outdoor audio hire not possible. We will continue with existing system.)
- It was decided that the Parish Council will not donate a 3ft Christmas tree due to the village green Christmas tree being organised by the Parish Council.
- The lights will be switched on at 5pm.
- Father Christmas will be switching on the lights. An idea was put forward that a raffle for Children to assist Father Christmas with switching on the lights at £1 a ticket.
- Cllr D. Goodrham to contact the Choir to find out which songs they will be singing to enable the Clerk to print out copies for the evening.
- Cllr S. Eyres will obtain a gazebo for the evening.
- The Parish Councillors will wear high visibility vests for the evening to help control traffic.
- Chairman J. Musgrove has purchased some new Christmas tree decorations due to the last decorations being vandalised.
- A plan will be put together of where different stands will be situated.

6.8 Financial Regulations

This item will be moved to the meeting in November.

6.9 Bowls Club Grant

The Bowls Club need to raise money to enable them to purchase the bowls green as they have reached the end of their 10 year lease and this will not be renewed. It was proposed by Cllr S. Eyres to provide a grant of £2,000 and this was seconded by Cllr S. Welsh and all but Cllr D. Goodrham agreed (not allowed to vote). This will be issued as and when it is required.

6.10 Norfolk ALC – Community, Wellbeing & Environment

A new initiative has been set up by Norfolk ALC aimed at improving the wellbeing of all citizens in Norfolk. They are looking for volunteers from local Councils who are willing to champion well-being and the environment and help take things forward at a local level. Cllr S. Welsh volunteered to be involved.

6.11 NCC Charging Policy Changes

The Disability Network Norfolk Group (DNNG) began as a Facebook page set up by the parents/carer of a young man with Down's syndrome, as a vehicle for dissatisfied Norfolk residents to support each other. They have asked for support and for local residents who may be disabled and affected by recent changes made by Norfolk County Council. No action to be taken by the Parish Council at this time.

6.12 Charitable Donations

This item will be moved to the meeting in November. The Clerk is to prepare a list of all charitable donations in the past 2 years. (This has since been done and circulated).

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

None.

8. FINANCE

8.1 Payments and Cheques for the September invoices

The following payments were authorised on Thursday 3rd October. The payments were proposed by Cllr D. Goodrham and seconded by Cllr N. Enderby and all agreed.

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Description	Amount
Balance for September 2019 (minus the following direct debits)	£5,021.55
Opus Energy Parish Office Electric	£29.02
E-On Street Lights	£115.49
Everflow Water Rates	£12.95
XLN Telephone/Wifi Parish Office	£78.17
Npower Business (Allotment Hut 1 st Invoice)	£23.00
Total Direct Debits	£258.63
Receipts	Amount
Mundford Book	£20.00
HMRC Tax Refund	£146.14
Breckland Council 2 nd Precept	£16,200
Total Income	£16,366.14
Balance	Amount
After Direct Debits and Income	£21,129.06

Cheques	Description	Total
BACS	Westcotec Street Light Maintenance	£59.23
BACS	Mrs A Shepherd – CCS	£350.00
BACS	Mrs S King Wages	£463.97
BACS	Mr J Musgrove – Hampshire Flag Accessories	£27.24
BACS	Mr J Musgrove – Memorial Flag	£32.98
BACS	Mr B McIsaac Wages, Fuel & Holiday Pay	£172.84
BACS	PFK Littlejohn LLP – External Auditors	£240.00
BACS	Apexsigns – Memorial Tree Plaque	£42.00
BACS	Norfolk Parish Training & Support – James and Sam Seminar	£96.00
BACS	Stefan Eyres – Work Completed Outside Bowls Club	£510.00
Cash	Mr S Booth – Travel Expenses for Training	£19.80
Total Paid		£2,014.06

Balance in Community Account	Total
October 2019 (£3,000 transferred back to savings account).	£16,115.00
Balance in Savings Account	Total
October 2019 (£3,000 transferred from current account).	£15,861.38
Balance for Miscellaneous Items	Total
Chilzone	£1592.96
Outdoor Sports and Play	£996.50

8.2 Web report for October

The following report has been received from Mrs Rosemary Godfrey

- There were 250 visitors in October.

9. PLANNING APPLICATIONS

Reference Number:	Address:	Date:	Description:	Outcome/ Update:
3PL/2019/1012/D	6 Green Lane Mundford	August 2019	Reserved Matters for single dwelling following outline permission - 3PL/2016/0634/O	Withdrawn
3PL/2019/1070/HOU	21 Adeane Meadows Mundford	September 2019	Single Storey Rear/Side Extension	Approved

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3PL/2019/0686/HOU	Juniper, 21 St Leonards Street Mundford	September 2019	Re-roof existing outbuilding. Replace an existing rotten wall plate and existing trusses and to rebuild the apex of the west gable end	Undecided
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10. STREET LIGHTING

Chairman J. Musgrove and Cllr S. Eyres will walk around the village to establish which street lights need the pole extensions.

11. REPORTS

11.1 District Cllr Mike Nairn

The Local Plan is back from the Planning Inspector and this provides us with limited time to review it as it will be adopted at the end of October.

We have received notification from Mundford Village Hall that they are applying for the Section 106 money from the houses which were built behind the old Post Office.

The Silver Social is an exciting programme in the heart of Norfolk, aimed at bringing arts to older people in rural communities. As an Arts Council strategic touring funded project, managed by Breckland Council, Silver Social brings something a little different to daily life in towns and villages across Breckland, Norfolk, through touring circuits of creative workshops and live performances. Details are on the Breckland County Council website or the Mundford website.

We are currently in the process of determining our precepts but this will be within the permitted limits.

A few weeks ago the Electoral Register was accidentally wiped of 2,000 residents. Fortunately this was spotted quickly and corrected.

11.2 County Cllr Fabian Eagle

Weeting are trialling wheelie bin stickers of children running which will hopefully encourage drivers to slow down. A few stickers have been provided to Mundford to be used along the Swaffham Road in the near future.

I have been authorised to use a portion of my budget for emergency drainage works to help prevent flooding on the Swaffham Road. Mundford Parish Council will need to contact a private company direct for a quotation which has been approved by Highways. The straw firms had provided assurance that they will clean the drains regularly but unfortunately this hasn't happened.

Norfolk County Council has an Armed Forces covenant should anyone be planning anything for VE day. This is detailed on the website.

A large proportion of the Norfolk County Council £409 million council tax is spent on adult social care and children services. Norfolk County Council has set up a Norfolk Assistance Scheme. If you're going through a period of crisis or are a vulnerable person, the Norfolk Assistance Scheme can help you get the ongoing support you need. If you apply for help and are successful, you'll also receive a voucher to use with one of our partners to get essential household items. Our partners are local charities focused on helping Norfolk people, delivering goods across the whole of the county and providing high-quality, pre-owned items. Awards can also be made in crisis situations for small amounts of cash or fuel.

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

With nothing more to discuss the meeting closed at 9.22pm.

Chairman: _____ Date: _____