

**Minutes of the Mundford Parish Council Meeting
Held at The Cricket Club, Mundford
on Thursday 5th March 2020**

PRESENT:

Councillors J. Musgrove (Chairman) D. Goodrham, J. Marston, N Enderby, K. Weight, S Booth, S. Welsh, B. Ellis 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 March's Parish meeting. We would all like to offer our sincere condolences to the family of John Burton who was both a Chairman and Councillor of Mundford. We would like to thank our litter pickers for all their hard work recently. I would like to remind Councillors to ensure they cancel any training they have booked if they can no longer attend.

2. APOLOGIES OF ABSENCE

Cllr S. Eyres

3. ACCEPT AND SIGN THE MINUTES

The minutes of the meeting held on 6th February 2020 were accepted as a true and accurate record; this was proposed by Cllr D. Goodrham and seconded by Cllr N. Enderby. All agreed. The Chairman signed the minutes.

4. TO RECEIVE DECLARATIONS OF INTEREST

Cllr S. Welsh for item 6.9.

5. PUBLIC PARTICIPATION

None.

6. MATTERS ARISING

6.1 Outstanding Highway Matters

- The footpath extension on the Swaffham Road has been completed.
- The drains are to be replaced down Swaffham Road and the outfall cleared in the next financial year.
- Breckland Council have confirmed that a Tree Preservation Order (TPO) only applies to the pear and walnut trees in Green Acre Close. The trees along the boundary of the properties in Green Acre Close and Pig Sty Lane belong to the properties they are outside.
- We are awaiting a meeting with Highways to discuss various issues around the village especially the roads.
- Highways have dug out gullies along the grass verges on the main roads out of the village. In some places they have removed some of the road service. (This has been reported to Highways).
- The dustbin lorry has damaged tree branches along Brecklands which runs parallel to A1065 towards Brandon. (This has been reported).

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. (This will be reviewed in the future).
- There are a number of overgrown shrubs/hedges in Wissey View. Cllr D. Goodrham and Chairman J. Musgrove 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.
- Once the building work has been completed down Pig Sty Lane the path will be made into a better footpath.
- Flagship has removed the ivy from the lane near Billy Emms Court. They will also repair the wall which is cracked.
- Thank you to Bruce and Cllr S. Eyres for clearing the trees near the Mundford signs on the Thetford Road.

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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 are taken and there are two people on the waiting list.
- All allotments are looking very tidy.
- The water tanks are currently full.

6.4 Handyman/Gardener – update on outstanding and future projects

- The Cricket Club hedge has now been started but this is a very large job and will take time to complete. Will consider contacting the probation team at Sodexo to complete this and cleaning out the Cricket Club dyke.
- Bruce has added mesh to cover the memorial flowers to protect them.
- Chairman J. Musgrove will ask Bruce to clear deadwood from around the village following the strong winds.

6.5 Allotment Hut

Breckland County Council has confirmed that we are exempt from paying business rates on the Allotment Hut. The felt has come off the roof due to the strong winds and District Cllr M. Nairn has kindly offered some felt for free.

6.6 End of Year Auditor

It was proposed by Chairman J. Musgrove that we continue with Serena Barnes as auditor for Mundford. This was seconded by Cllr D. Goodrham and all agreed.

6.7 VE Day 8th May 2020

Chairman J. Musgrove ordered a flag for VE Day for £9 plus VAT. Cllr D. Goodrham arranged for the Vicar, Carol Hicks, to take the service which will start at 11am at the War Memorial. Cllr D. Goodrham will speak to West Tofts regarding whether they would like to attend. The silhouette of the soldier has now been completed and will be placed near the War Memorial in a shallow concrete slot. This will be reviewed in light of the current virus situation. Please refer to web site and notice board for updates.

6.8 Grass Cutting Contract

We have received a quotation from TTSR and City Landscapes. It was proposed by Cllr B. Ellis that we stay with TTSR and this was seconded by Cllr S. Welsh. All agreed.

6.9 Dog Bin

We currently have a spare dog bin. This is needed at the Nazer/Fir Close junction. Clerk to speak to Breckland Council to ask permission.

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

- A letter from N-Power confirming that they are now part of the E.ON Group.
- An email from The Mundford Messenger enclosing their Report and Accounts for 2019.
- An email from UK Power Networks providing a quotation to install a new light down St. Leonards Street which works out to be very expensive.
- An email from Elizabeth Truss MP about a new pilot scheme to access cash in rural communities. This has been forwarded to the Village Hall.
- A letter from Priscilla Bacon Hospice asking for a grant. This will be looked at in the Autumn.

8. FINANCE

8.1 Payments and Cheques for the February invoices

The following payments were authorised on Thursday 5th March. The payments were proposed by Cllr N. Enderby and seconded by Cllr B. Ellis. All but Cllr D. Goodrham agreed (not allowed to vote).

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| Description | Amount |
|---|------------------|
| Balance for February 2020 (minus the following direct debits) | £7,576.85 |
| Opus Energy Parish Office Electric | £33.71 |
| E-On Street Lights | £115.49 |
| Everflow Water Rates | £15.76 |
| XLN Telephone/Wifi Parish Office | £46.74 |
| Npower Business (Allotment Hut Invoice) | £20.65 |
| Total Direct Debits | £232.35 |
| Receipts | Amount |
| Four tickets to Stanta tour | £24.00 |
| Allotment Plot 6 | £15.00 |
| Allotment Plot 10 | £15.00 |
| Total Income | £54.00 |
| Balance | Amount |
| After Direct Debits and Income | £7,398.50 |

| Cheques | Description | Total |
|-------------------|---|------------------|
| BACS | Westcotec Street Light Maintenance | £59.23 |
| BACS | Mrs A Shepherd – CCS | £250.00 |
| BACS | Wages for Parish Clerk & Handyman | £573.75 |
| BACS | Mr D Goodrham – Lawn mower parts for Church | £113.14 |
| BACS | Mr D Goodrham – Fuel for lawn mower for Church | £23.78 |
| BACS | Viking Stationery – Paper, laminating & black ink | £70.13 |
| BACS | Viking Stationery – All printer inks | £71.02 |
| BACS | The Mundford Messenger – Annual Parish Meeting insert | £30.00 |
| BACS | Rosemary Godfrey 6 months website maintenance (July to Dec) | £240.00 |
| BACS | NPTS – Allotments training (Chairman J. Musgrove & Clerk) | £96.00 |
| Cash | Mr J Musgrove – Office light, decoration box & litter pickers | £59.85 |
| Total Paid | | £1,346.90 |

| Balance in Community Account | Total |
|---------------------------------|------------|
| March 2020 | £6,051.60 |
| Balance in Savings Account | Total |
| March 2020 | £15,874.45 |
| Balance for Miscellaneous Items | Total |
| Chilzone | £1592.96 |
| Outdoor Sports and Play | £996.50 |

8.2 Web report for February

The following report has been received from Mrs Rosemary Godfrey

- There were 266 visitors in February.

9. PLANNING APPLICATIONS

| Reference Number: | Address: | Date: | Description: | Outcome/ Update: |
|------------------------------|----------|-------|--------------|---------------------|
| No new planning applications | | | | |

10. STREET LIGHTING

The extensions for the street lights have been delivered and we are awaiting a date for completion. The final costs for Malsters Close will be sent shortly.

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11. REPORTS

11.1 District Cllr Mike Nairn

Key highlights for 2019/2020

- We are the only Local Authority in Norfolk that has adopted a Local Plan.
- The Council has restructured its existing Market Town Initiative and committed to further funding it for another three years for the sum of £750,000.
- Swaffham has been successful in getting through to the final stages of the Future High Street Heritage Action Zone funding process.
- The Council working in partnership with North Norfolk District Council and Kings Lynn and West Norfolk Borough Council has retendered its waste contract with a view to making significant savings.
- We have successfully delivered three complex elections (District and Parish, European Parliamentary and UK Parliamentary).
- We have successfully secured Government funding to establish a rough sleeper's engagement service.
- We are making great strides in tackling environmental crime particularly fly tipping and are the best performing Council in Norfolk.

Full details of everything we have achieved including key focus for 2020/2021 is available to read in the office.

11.2 County Cllr Fabian Eagle

There is a book called 'Norfolk – Your guide to care and support for adults 2019/2020' which is an essential guide to finding the right support for you. A copy is available in the parish office.

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

- Facebook page for the Parish Council.
- Allotment Policy.

With nothing more to discuss the meeting closed at 8:58pm.

Chairman: _____ Date: _____