

Minutes Mundford Parish Council Meeting 3rd November 2022 at Mundford Cricket Club

Those Present; Cllrs C Pryke (Vice Chair), D Gooderham, N Enderby, S Morris, S Eyres and District Cllr M Nairn.

1. Vice Chair's Opening Remarks

Cllr Pryke welcomed everyone to the meeting, read an apology from Cllr Musgrove and said that she had received some notes from him to pass on at the meeting.

2. Apologies of Absence

Cllrs Musgrove and Booth- Accepted.

3. Acceptance and Signing of Previous Minutes

Proposed by Cllr Goodrham, seconded by Cllr Morris and approved by all with a show of hands. The minutes were signed by the Vice Chair as a true record of the meeting held on 6th October 2022.

4. Declarations of Interest

Cllrs Eyres, Goodrham and Morris for item 9.1 Payments and Cllr Morris for item 7.3 Allotments.

5. Public Participation

None.

6. Reports

6.1 District Cllr Mike Nairn

- Breckland District Council's Local Plan Review is ongoing – which land can be used for building in the next 25 years.
 - They are acquiring properties to develop for accommodation for the homeless in the Breckland area.
 - Many wards in the Breckland area have complained about their grass not being cut as often this year by Norfolk County Council, so Breckland District Council have asked their Overview and Scrutiny Panel to look into the issue.
 - They are looking for clarity, along with Norfolk County Council on the situation with the lack of NHS dentists in Norfolk.
 - At a lower level they are asking for a review of the GP practices- concerning the lack of appointments.
- District Cllr Nairn left at 7.40pm.

6.2 County Cllr Fabian Eagle. None

7. Matters Arising.

7.1 Outstanding Highway Matters

- Road markings around the village have been re-painted, an area has been missed on The Lammas, and another in St Leonards Street, outside Yallops. Clerk to report to Highways.
- Cllr Eyres cut bushes around a sign on the Swaffham Road and cleaned it.

7.2 Footpaths and Verges

- The new dropped Crossings have been installed at Wissey View and Malsters Close, a small area on one of the Malsters Close footpaths needs extra tarmac added, Clerk to report this to Highways.
- Nothing more from Highways about the scaffolding.
- Shabby bus stop sign has been reported.
- Clerk has requested grass cutting information from NCC to establish areas they are responsible for.
- Cllr and Mrs. Musgrove have planted 5kg of mixed bulbs around the Mundford signs on the Thetford Rd.

7.3 Allotments

- A date to be set for the site meeting at the allotments (for assessing the trees) once the two Cllrs are well.
- Another request has been received for an allotment. Now 7 on the list.

7.4 Allotment Hut

- Date to be set for mending the roof by Cllrs Musgrove and Morris, one absent this evening

7.5 Handyman/Gardener

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- Bruce has worked 8.5 hours this month, strimming and grass cutting.
- The trailer was put into the church storage area.

7.6 Village bins

- The site meeting with BDC was postponed due to covid, awaiting another date.
- The David Ogilvie memorial bin was discussed and it was decided to go ahead with the purchase. Proposed by Cllr Eyres, seconded Cllr Morris and approved by all with a show of hands. It was suggested that this bin may be located on the land where the telephone box stood – St Leonards Street. The Clerk to contact Flagship to seek permission.

7.7 Christmas Light Switch on

- Confirmation from the Crown, Crown Hairdressing and the Mundford Fish Bar.
- The Village Voices choir will be singing the same carols as last year and they have their own sound system. The Parish Council to erect a gazebo on the Village Green for them.
- Tickets for the light switch on will be free and available on the night only.
- Father Christmas – Cllr Pryke suggested 2 people and will speak to them both.
- The Circle of Friends are not able to be involved this year but hope to be next year.
- Awaiting a decision from St Leonards Court on what their stall will be.
- Crown Hairdressing would like their donation to go to My WiSH , West Suffolk Hospital.
- Hot chocolate and cups to be ordered.
- Timings for the erecting of the trees and preparing the area for the event were finalised.
- Torches and Hats with lights were discussed, Cllr Pryke to research.
- MIND chosen as the charity for donations. Proposed by Cllr Eyres, seconded by Cllr Goodrham and approved by all with a show of hands.

7.8 Remembrance Day Arrangements

- The Clerk and Cllr Goodrham met with Antony from West Tofts and discussed the plans for the event. It was decided to meet at the church at 12.00 on Wed 9th November to check the speaker and for Antony to meet the Vicar for discussion.
- The new bench (with plaque) was delivered this week.
- No success with tracing the person who dedicated the current bench at the site.
- It was decided to move the current bench to the churchyard and install the new bench at the Memorial Area. Proposed by Cllr Eyres, seconded by Cllr Pryke and approved by 4 Cllrs with a show of hands. (Cllr Goodrham has an interest in the Church)
- H Brett and Son have steam cleaned the War Memorial; the cracks have not been filled yet as the Mason wants to seek advice before doing so.

7.9 Equality and Diversity Policy

- The current policy was discussed, a small addition was made. Proposed by Cllr Pryke, seconded Cllr Morris and approved by all with a show of hands.

7.10 Parish Partnership Bid

- Highways have suggested that the proposal for widening the turning may be too big a job for the Parish Partnership bid, they will contact the relevant department on our behalf if we wish to go ahead. It was agreed to do so, for a future project.
- It was suggested to look into a larger flashing speed sign to replace the smaller one on Swaffham road- Clerk to contact Westcotec.

7.11 Budget

- This was briefly discussed but is to be added to the next agenda when hopefully all Cllrs will be in attendance. Cllr Musgrove to meet with the Clerk to prepare figures.

7.12 Future Projects

- Due to the absence of 2 Cllrs, this is to be added to the next agenda for discussion.

7.13 Grass Cutting

- TTSR were asked to provide a quote for the extra areas, no response as yet.
- Contact has been made with Tarmac, the Clerk requested their grass cutting areas, no response as yet.

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- Cllr Eyres has spoken to TTSR about cutting the grass around the whole village as it has not been done by contractors. A verbal quote of £400 + VAT for 1 day, with 2 workers and equipment. This could be done within the next month. They are to send a quote. Proposed by Cllr Eyres, seconded by Cllr Morris and approved by all with a show of hands.

8. CORRESPONDENCE

- De fib was possibly used on October 13th
- A resident has enquired about donating £100 to the Parish Council to go toward the bulbs/plants for the beds/tubs as a thank you. Clerk to confirm.
- The cost of a single dropped crossing is now £2,700. Cllr Eyres proposed to not go ahead with this, seconded by Cllr Goodrham and approved by all with a show of hands. Cllr Goodrham suggested that a portable ramp could be borrowed from the Church for the Remembrance event.
- The Clerk has contacted the Police about their presence at the memorial and Christmas event., no response as yet.
- 9 volunteers attended the litter picking session and 8 sacks of rubbish were collected.
- An email was received from a resident with concerns about the speeding on the A134 and the safety of pedestrians, she asked about the speed limit being lowered and if barriers could be added to the narrower stretch of footpath. Clerk to respond, with information about the SAMS 2 sign and ongoing discussions with Norfolk Police.
- SCRIBE have sent price increase information for next year – sent to all Councillors.
- 2nd Quarter VAT claimed back, £376.89 but is not on the payments sheet as it did not enter the account until November.
- The insurance reinstatement costing has arrived from Russen and Turner, it was £55,000- copy sent to all Councillors.
- The Parish Council have received a thank you from The East Anglian Air Ambulance for the donation (STANTA)
- County Cllr Eagle sent bird flu posters to be displayed in the village, two are on the noticeboard, one is by the forest entrance at Nazer Close and they were all sent to Rosemary for inclusion in the Messenger.
- The bulbs for the planting were very poor and only half were used, the others returned.
- The Clerk has requested an update on the situation on 16 Fir Close – no response yet.
- New pay scales have arrived today- Clerk has the document. Clerk to calculate the increase from April for herself and Bruce ready for next month.
- Most of the DBS application forms have been sent off

9. Finance

9.1 Payments and Cheques for the October invoices.

- 2 votes needed due to 3 Cllrs declaring an interest in payments. Vote for all payments except his own, proposed by Cllr Goodrham, seconded by Cllr Pryke and approved by 3 Cllrs with a show of hands. Vote for D Goodrham's payment proposed by Cllr Pryke, seconded by Cllr Morris and approved by 4 Cllrs with a show of hands.
- The bank reconciliation was signed by Cllr Goodrham.

October payments to be approved on November 3rd 2022			
Direct Debits			
OPUS	Office electrics	BACS	£ 17.16
OPUS	Allotment Hut electrics	BACS	£ 13.84
N- Power	Street lighting (out of contract)	BACS	£ 379.29
BT	Office phone and broadband	BACS	£ 61.33
BT	Sim only	BACS	£ 9.73
Everflow	Office water	BACS	£ 19.43
		TOTAL	£ 500.78

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Other			
Didlington Nurseries	Bark and begonia plants	BACS	£ 495.00
S. Morris	Petrol for Allotment mower	PC	£ 8.10
L.Morris	Cleaning supplies for the office	PC	£ 8.10
Westcotec	Streetlight maintenance	BACS	£ 59.23
S. Eyres	Travel expenses- collecting bulbs	PC	£ 4.50
J.Musgrove	Daffodil bulbs	BACS	£ 39.96
Anglia Computer Solutions	Anti- virus	BACS	£ 28.80
L. Morris	Wages	BACS	£ 842.50
B. Mclsaac	Wages	BACS	£ 153.67
Russen and Turner	Insurance re-instatement costing	BACS	£ 90.00
L. Morris	Postage for DBS applicatiobn forms	PC	£ 6.30
A. Shepherd	Community Car Service	BACS	£ 450.00
Cloudy Group	Cloud Storage	BACS	£ 9.60
D.Gooderham	Petrol for Church grass	BACS	£ 25.00
TTSR	Grass cutting payment 2	BACS	£ 1,670.62
	TOTAL		£ 4,392.16

Bank Reconciliation at 03/11/2022

Cash in Hand 01/04/2022 37,517.09

ADD

Receipts 01/04/2022 - 03/11/2022 34,485.20

72,002.29

SUBTRACT

Payments 01/04/2022 - 03/11/2022 19,466.71

Cash in Hand 03/11/2022 52,535.58

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 31/10/2022 29.89

Savings Account 31/10/2022 25,894.75

Community Account 31/10/2022 26,682.00

52,606.64

Less unrepresented payments 71.06

52,535.58

Plus unrepresented receipts

Adjusted Bank Balance 52,535.58

A = B Checks out OK

Ring Fenced Monies; Chilzone £1592.96 and Outdoor Sports and Play £996.50

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9.2 Venue hire

- The last payment to the Cricket Club was in April, for 7 months, it was decided to pay them £200 in December and then make payments in June and December every year. The price to stay the same but to be reviewed in January, with the financial climate in mind. Proposed by Cllr Morris, seconded by Cllr Enderby and approved by all with a show of hands.

10. Planning Applications

- No comments to be made on the 2 new applications. Clerk to add this to them online.
- UK Power Networks have submitted information to BDC about installing a ground mounted substation on land off Swaffham Rd. It will be 3 metres square and approx. 2 metres high. After several plans were sent, the final location has been realised. The Clerk showed the plans to the Cllrs, more information to be sought.
- The Clerk received an email from a resident with a link to planning application for 50 houses at Ickburgh, this has not come to us but the Clerk shared the information with the Cllrs.
- The school planning application has been extended to 11th November; the Clerk showed Cllrs the new drawings.

Reference no:	Description:	Date:	Address:	Outcome/Update
3CM/2022/0020/CM	Part- retrospective for the installation of a Modular 7 Bay Portakabin Classbase (for a temporary period) to be used for Early Years Nursery and Reception with associated external works and below ground drainage with the retrospective installation of below ground services and floor slab (NCC ret-FUL/2022/0029)	25/08/2022	Mundford CE Primary Academy, St Leonards Street.	Undecided
3PL/2022/1021/0	Subdivision of plot and erection of 4-bedroom detached chalet style bungalow, with separate entrance and contained garden.	13/09/2022	6 Swaffham Road Mundford	Undecided
3PL/2022/0450/VAR	Variation of condition 2 on 3PL/2020/0943/F. Re-position of dwelling, internal layout and changes to fenestration	23/09/22	Land adjacent to 2 The Lammas Mundford	Undecided
3PL/2022/1070/HOU	Conversion of existing garage to residential granny annex.	26/09/22	Wychwood, Crown Rd Mundford	Undecided
3PL/2022/1151/HOU	2 storey side extension	19/10/2022	13 Fir Close Mundford	Undecided
3PL/2022/1163/HOU	Front and rear single storey extensions to include the raising of the roof for living accommodation and alterations and extension to garage/outhouse for the conversion to a detached garden room.	20/10/2022	33 Brecklands Mundford	Undecided.

11. Street Lighting

- The latest bill has gone up from £379.29 to £541.16, budget to be set accordingly.
- No response as yet from N-Power concerning the complaint, the Clerk to prepare a letter to the ombudsman.

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12. Member's Matters

- Cllr Goodrham made a suggestion for the recipient of the Pride in Mundford Award. This was agreed. Proposed by Cllr Goodrham, seconded by Cllr Enderby and approved by all with a show of hands.
- Cllr Morris asked permission to cut back the hedge at the allotments.
- Cllr Eyres mentioned the flashing road sign on the A134 by Impson Way – Clerk to report it again.
- Cllr Enderby told the Cllrs that the Community Car Service is appealing for drivers as they are very busy at the moment, due to flu and covid vaccines and continuing problems with local pharmacies.

13. Next Meeting

1st December at the Cricket Club.

The meeting closed at 10.06 pm