

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 7th November 2016

Councillors present:-

Peter Leigh Bev Leek Richard Tucker John Joyce Derek Aldous Adam Banham

First Public Session.**1.1 Police Report.**

PCSO Sore was unable to attend the meeting but had provided the statistics for the meeting. It was reported that since the last meeting and midnight 6 November there was one reported crime: theft from a motor vehicle. In the same period of time there were no calls relating to noise, nuisance and antisocial behaviour.

1.2 District and County Councillors' Report.

Cllr Foulger reported that NCC's full meeting had ratified that the leader could discuss with the other Norfolk and Suffolk Councils regarding devolution plans; he reported that the sticking point for many was the reference to the title Mayor. There is another NCC meeting on the 21st November with a final decision due at the end of March next year.

Cllr Legg reported that SNC has published the list of sites put forward under the "call for site" scheme. He suggested that it may worth putting the map of sites onto parish noticeboards. Sites are still to be appraised and it is envisaged that there will be an official consultation next year.

Cllr Leigh raised with Cllr Legg that SNC had today sent out correspondence relating to Community Assets which talks about maintaining open spaces and at the same time they had put forward the north end of the Meadows as a potential development site under the "call for sites" scheme. Cllr Legg replied that the department was split with one part looking at development of assets and the other the maintenance and they obviously are not communicating. Cllr Leigh reported that the correspondence whilst only a draft document didn't appear to meet the plain English charter standard.

Cllr Legg reported that he and Cllr Foulger still have grant money available that needs to be used by the end of the calendar year; local groups and organisations should contact the councillors direct; contact details are available from the parish office.

1.3 Public Session

A member of the public thanked the Parish Council for the newly installed bench on the Common and commented that they had been using it. Cllr Leigh reported that he had recently walked round the Common with the owner and she was pleased that MPC were taking an active interest in maintaining the area and more brambles are to be cut back. The location of the two bridle path signs has been agreed with the owner.

A member of the public asked if there was any news about automating the clock chimes. Cllr Leigh reported that the Church had been advised to submit a grant application request to MPC but to date nothing has been received.

A representative from the ParkRun apologised for any confusion regarding SNC and MPC land ownership and for being allowed to move the run to the winter course. Cllr Leigh thanked the ParkRun for taking the initiative to move the run route and stated that he thought some sand was needed in the gateway by the Scout Hut before things got too muddy.

2.0 To close the meeting to public participation.

Cllr Leigh closed the meeting to public participation and formally started the Parish Council meeting.

3.0 To receive and consider apologies for absence.

Apologies received from Cllr Sewell.

4.0 To receive declaration of interest on items on the agenda.

No councillor upon review of the agenda felt it necessary to make a declaration of interest.

5.0 To confirm and sign the minutes of the Parish Council Meeting held on 3rd October 2016

The minutes of the meeting held on 3rd October were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek and seconding by Cllr Joyce.

6.0 Finance -To receive financial report and approve invoices for payment as per schedule.

A proposed schedule of payments was handed out for approval in addition to copies of the latest financial summary. Following proposal by Cllr Leek and seconding by Cllr Aldous all payments were duly passed. A copy of payments is attached to these minutes. It was noted that Norse's October invoice is outstanding as the totals were incorrect and has been returned to them for correction.

6.1 To approve M247 invoice for hosting package of domain Mulbarton.com

An invoice for Mulbarton.info had been forwarded to MPC from an ex-councillor who was shown as the contact. Cllr Leigh reported that this matter need further investigating before considering paying the invoice.

6.2 To appoint grounds maintenance contractor for 2017 cutting season.

Following discussion Cllr Leigh proposed that contractor 5 should be awarded the contract for the 2017 season for 12 months initially, as they are a new contractor; this was seconded by Cllr Leek and unanimously agreed.

6.3 Approval of purchase of skate park paint

Following discussion it was agreed that this work would now be completed next spring by a Councillor working party when the temperature would be more suitable for the materials being used. It was unanimously agreed that Cllr Leigh would research paint prices and circulate the information before purchasing all supplies so that costs were met in this year's budget.

6.4 To discuss items for inclusion into 2017/18 budget (budget to ratified at future meeting)

The Common Steering Group subcommittee reported that they wanted to budget £2050 for refurbishment of the ditches at £540, two man days of flail cutting at £500 and £510 for raising the canopies of some trees.

The play and recreational area subcommittee reported there wasn't any need for new play equipment unless there was a request, so a budget is needed to cover ongoing maintenance and repair; a figure is still to be confirmed as Cllr Tucker is contacting neighbouring councils to see how they manage repairs and maintenance, i.e. do they employ a handy person?

It was agreed that the cableway at the Meadows would be refurbished over the winter and a date would be arranged to dismantle it and take it for power-coating and reinstall it.

7.0. To discuss Football Club lease of Mulberry Park and approve delegated authority to Chairman and Vice-Chair to engage solicitor to draft a lease.

Following review of some points raised with the Football Club in preparing a lease, there was a discussion about concerns of their wish to have a 1.8m non-see through fence from the Beat Box to the Scout Hut and having the area totally enclosed; parking issues and the principle of denying access to others were also raised. It was acknowledged that whilst the Football Club is thriving in the village there needed to be a balance struck as Mulberry Park is an asset for the whole community.

Cllr Aldous proposed and was seconded by Cllr Banham that the Chairman and Vice-Chair be given delegated authority to engage a solicitor to start the process of producing a lease and to liaise with the Football Club. A draft lease would be present to the full Council for ratifying before any parties signed.

8.0 Football Club request for two stands and a shed on Mulberry Park.

A multi-point request from the Football Club was discussed: all Councillors agreed to the request for a concrete path on two sides of the pitch, this work will be carried out at the expense of the Football Club. It was decided that the request for two stands to be installed should be deferred until the next meeting so that following points could be confirmed by the Football Club: height of stands, do they require planning permission, what precautions would be taken to prevent vandalism and litter. MPC wish to be provided with a site plan indicating where the stands, sheds and changing block are to be sited in relation to the current dug outs and tea hut. The request for a shed to be used as a pay box was agreed in principle although the following concerns were raised that need to be clarified: location to be identified on previously mentioned plan, what will be stored in the shed, is the structure and its contents a fire risk to other structures and hedges.

A further request to site a shed on Orchard Park to be used as a tea hut was deferred until the next meeting depending further information from the Football Club being made available: a site plan is to be provided which also shows existing storage containers; will an electrical supply be installed and

from where as there are concerns about the safety of the external supply from the Scout Hut; what will be stored in the shed; use of heater will be prohibited due to it being a wooden structure; is there a fire hazard/risk to the hedge and Scout Hut due to the nature of the construction material.

9.0 Request to place a memorial seat on Mulberry Park.

The request to place a memorial bench on Mulberry Park in memory of the late Brian Tungate was unanimously agreed. It was noted that the location of the bench needs to be discussed with the Football Club and also take into account the ParkRun's winter course so as not to impede them.

10.0 Update on hardcourt area contractors.

Cllr Leigh reported that after contacting three more electrical contractors, he and Cllr Tucker had meet with Yare Electrical Services last week on site. Of the other two contacted one was unable until early next year and the other had not responded. Whilst on site the floodlights had been turned on and three out of the eight were working. Yare Electrical Services have provided a quotation to carry out an electrical survey of the lights and check all supplies and cabling to the posts, the cost of this will be £250.00; this work can be completed during November if a Councillor is available to meet them on site for keys and access. A smart card meter can be installed but not until early next year as it will have to be externally verified. It was unanimously agreed that the Council would give delegated authority to Cllrs Leigh and Tucker to progress with this work. Cllr Leigh thanked Cllrs Legg and Foulger for their support in providing the nets for the tennis court.

11.0 To consider any planning applications.

There were no planning applications requiring consideration.

12.0 Correspondence requiring consideration.

- Greater Norwich Local Plan –call for sites information: email from SNC. Papers for the next meeting of the Greater Norwich development partnership have been published; about 500 sites have been submitted under the call for sites application process.
- Email from SNC re the Meadows - notification that the north end of the Meadows has been submitted by SNC as a potential site for development under the call for sites process.
- Harlequin letter and email regarding upgrading of the current EE mast. Following discussion it was agreed that further investigation into the original contract was needed before agreeing consent to install additional equipment and a taller mast. This would be actioned by Cllrs Leigh and Aldous.
- Development of South Norfolk Council Community Assets Strategy: email containing draft strategy, includes the proposal to cease adopting open spaces and other infrastructure associated with development from 1 April 2017 which was formally subject to legal agreement (s106). Consultation closes on 18 December 2016; following discussion it was agreed that Cllrs Leigh and Aldous would review and submit a response.
- Hornsea Project Three Offshore Wind Farm – Environmental impact scoping notification and consultation: email confirming the deadline for consultation responses is 25 November 2016.

- Hornsea Project Three Offshore Wind Farm Community Newsletter: emailed copy of their community newsletter. This has been added to MPC's website.
- Affordable Housing on the Hopkins Home Site at Mulbarton: email from SNC notifying the details of affordable housing on the site. This has been added to MPC's website.
- Complaint, taken by Cllr Tucker, from resident about the path alongside the allotment site at the Meadows. Cllrs Leigh and Leek will raise these concerns at the MALGA AGM this week.
- Email from JMS Contractors Ltd: notification that they have been given a three week extension for the works along Long Lane for AWA, the reason being there is another road closure on the Rosary w/c 5 December for one week and the council will not allow two closures at the same time.
- Norfolk County Council letter – proposed changes to the way primary schools are organised in Mulbarton. Initial consultation period ends on 22 December 2016. This has been added to MPC's website.
- Council Tax – Ebilling Request: email from SNC to display poster to increase the number of customers that receive their Council Tax bill by email. This has been added to MPC's website.

13.0 Sub-committee/liaison officer reports.

Cllr Aldous reported that the new bridle post sign should be available mid to late November.

Following discussion about the improvements/enhancements that were made earlier in the year to access the Common, it was unanimously agreed that the entrance opposite Birchfield Lane should also be done before winter starts. Cllr Leigh will arrange with local contractor to complete.

It was noted that the Commons Steering Group have not met recently and the planned work on the two ponds mentioned in management plan for this year by SNC has not been started.

Cllr Leek reported that further to previous discussions, having checked the insurance policy, play area safety reports do need to be completed weekly and that Councillors should continue to submit their returns to the office.

14.0 To receive any items for inclusion on the next agenda.

- Mulberry Park lease
- 2017/18 budget planning
- Review of licence for the North end of the Meadows.

To adjourn the meeting for the 2nd public session.

Cllr Legg reported that rodents had been seen around the pond. Cllr Leigh reported that this has been raised already with SNC and they would be baiting the area again soon.

There being no further business the meeting closed at 8.53pm.

The next meeting will take place on Monday 5th December 2016

PAYMENTS SCHEDULE:

Payments for October 2016

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
151496	David Bracey	Play tunnel safety inspection	75.00	15.00	90.00
151497	9 to 5 Supplies	Yellow toner	57.14	11.43	68.57
151498	Abate Limited	Pest Control Quarterly invoice for pest control at the Meadows	122.00	24.40	146.40
151499	Norse Eastern Ltd	September grounds maintenance invoice	832.22	166.44	998.66
151500	South Norfolk Council	Dog bin annual charge 2016/17	390.24	78.05	468.29
300421	Bartlett Signs	2 x no dog signs for Meadow play area	56.00	11.20	67.20
300422	Peter Leigh	Expenses – play area	80.14	14.33	94.47
300423	A Phillips	Expenses – play areas & stationery	47.31	7.18	54.49
300424	A Phillips	October salary	563.14		563.14
300425	HMRC	PAYE	151.16		151.16
		Total for month:	2374.35	328.03	2702.38