

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 4 January 2016

Councillors present:-

Peter Leigh Beverley Leek Richard Tucker Steven Sewell Victoria Goff

First Public Session.

1.1 Police Report.

PCSO Sore reported that since the last meeting and midnight 3rd January there had been one reported crime: criminal damage to a vehicle following a road rage incident. In the same time period there was one call to Police regarding antisocial behaviour when it was reported that youths were pointing a laser light into a bus drivers eyes.

Cllr Leigh informed PCSO Sore that the school and surgery car park was being resurfaced tomorrow and Wednesday; PCSO Sore stated that he would attempt to be in the area on both days around dropping off time.

There were no questions from Councillors or members of the public for PCSO Sore.

1.2 District and County Councillors' Report.

County Councillor Foulger reported that wasn't anything to report as this time of year was historically quiet.

District Councillor Legg reported there wasn't anything really happening at SNC due to the time of year. He did report that he is awaiting further information from the South Norfolk Clinical Commissioning Group regarding their budget proposals as it appeared they may have rethought some of their previously advised cuts to certain services.

In response to a question from a Councillor, Cllr Legg reported that the Clinical Commissioning Group does have a quarterly meeting that although open to the public there is right to speak; if anyone wishes to raise a concern then Cllr Legg as a representative on the Health Scrutiny Committee is happy to help.

1.3 Public Session

No members of the public wished to speak at this time.

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 Joyce.

All Councillors agreed that flowers would be sent to Mrs Joyce from MPC.

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

Cllr Tucker made a declaration of interest regarding agenda point 6.5.

5.0 To confirm and sign the minutes of the Parish Council Meeting 7th December 2015.

The minutes of the meeting held on 7th December 2015 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek and seconding by Cllr Tucker. Cllr Goff abstained from the vote as she had not been present at the December meeting.

5.1 To confirm and sign the minutes of the closed Parish Council meeting held on Monday 7th December 2015.

The minutes of the closed meeting held on 7th December 2015 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Sewell and seconding by Cllr Leek. Cllr Goff abstained from the vote as she had not been present at the December meeting.

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 Goff all payments were duly passed. A copy of payments is attached to these minutes.

6.1 Formal approval of budget for 16/17.

Following discussion, Cllr Sewell proposed that the budget discussed at the December 2015 meeting be approved. This was seconded by Cllr Tucker and unanimously agreed.

6.2 Formal approval of precept 16/17.

Following discussion Cllr Leigh proposed that the precept be set at a figure that kept the Band D council tax figure at the same level as last year. This was seconded by Cllr Sewell and unanimously agreed.

6.3 Approval & appointment of contractor for tennis court area.

Cllr Leigh explained that due to the holiday period not all quotes had been received for the work on the hard court area but they were due in within the next two weeks. Cllr Leigh proposed that he and Cllr Tucker be given delegated authority to award a contract when all the quotes had been received so that the project could progress; this was seconded by Cllr Leek and unanimously agreed.

6.4 Approval & appoint of electrical contractor for floodlight survey.

Following discussion Cllr Leigh proposed that Contractor 1 be award the contracted, this was seconded by Cllr Goff and unanimously agreed.

6.5 Request from Mulbarton Words Week for financial support for 2016.

Following discussion, which Cllr Tucker abstained from, it was confirmed that a £120 provision had already been made in the 2016/17 budget to support Mulbarton Words Week. Cllr Leigh proposed that a £120.00 contribution be made to the 2016 Words Week event; this was seconded by Cllr Goff and agreed by the other two councillors.

7.0 Formal annual approval of Council's Standing Orders & Major Documents.

Following discussion, Cllr Leigh proposed that all major documents and the Council's Standing Orders be formally accepted as they currently stand; this was seconded by Cllr Sewell and unanimously agreed.

8.0 To set the date for the Annual Parish Meeting.

Following discussion it was unanimously agreed that the Annual Parish meeting would be held on Monday 9th May 2016 at 7pm, this will be followed by the Parish Council's AGM and ordinary meeting.

9.0 To consider proposal from the Co-op about their waste management.

Cllr Leigh adjourned the meeting to allow Mr Aldous to speak.

Meeting adjourned.

Mr Aldous reported that due to the Co-op's increase in trade the ongoing waste management issues had also increased with regular occurrences of waste being blown on to the Common and highway, there had also been reports of delivery cages being blown onto the highway. The store manager has been working with his head office to find a resolution and a reply/outcome is pending. Cllr Leigh reported that MPC had made the suggestion to screen the area off and offered help and support for this to be completed. Cllr Leigh suggested that if a response had not been received in two weeks' time then a letter should be sent from MPC to the Store and their head office.

Meeting resumed.

10.0 To consider any planning applications.

2015/2753 – 15 Rosary Close, Mulbarton, NR14 8AX – extension to the side of existing dwelling: no comments.

2015/2828 – North Barn, 17 Rectory Lane, Mulbarton, NR14 8AG – replace four single glazed windows: no comments.

2015/2906 – 104 Bromedale Avenue, Mulbarton, NR14 8GZ – ground floor extension: no comments.

2015/2861 – 1 Hall Farm Cottages, Norwich road, Mulbarton, NR14 8DE – application of certificate of lawfulness relating to the removal of agricultural tie, due to non-enforcement: no comments.

2015/2905 – 106 Bromedale Avenue, Mulbarton, NR14 8GZ – ground floor extension: no comments.

2015/2771 - Barn west of the Birches, Swainthorpe Road - Prior approval for a proposed change of use of agricultural building to a dwelling house:

Cllr Leigh adjourned the meeting to allow Cllr Legg to speak.

Meeting adjourned.

Cllr Legg reported that he had already raised concerns about this application with the Case Officer at SNC.

Meeting resumed.

Following discussion it was concluded that Cllr Sewell will formulate a response to raise an objection before the statutory deadline.

Cllr Leigh proposed that Cllr Goff be added to the planning subcommittee; this was seconded by Cllr Sewell and unanimously agreed.

11.0 Correspondence requiring consideration.

- Letter from SNC – South Norfolk Local Plan: Long Stratton Area Action Plan: Proposed Main Modifications and Sustainability Appraisal Consultation – closing date of consultation is 29 January 2016.
- Email from local resident reporting that parts of the Tas Valley Walk footpath are not passable, – Cllr Sewell reported that he had started to investigate this report; it may be that the map the resident was using did not correctly identify the Tas Valley walkway correctly; he will continue to seek clarification/resolution.
- Letter from SNC – Important changes to planning consultation from 02/01/2016: Parish Councils will no longer be sent a paper copy of plans submitted for a planning application with the consultee notification letter.
- Letter from the Norwich Community Payback Unit – Cllr Leigh reported that he would contact the unit to discuss if they would consider carrying out some work on the Common if arrangements could be made about welfare facilities.
- Letter from BT payphones – confirmation that for £1 MPC can adopt the payphone on Norwich Road. It was discussed that ideas were needed to find a use for the kiosk. This Community Asset needs to be added to the asset register and insurance company notified.
- Email from NorfolkALC – three attachments: budget consultation letter from the Office of the Police & Crime Commissioner from Norfolk, update from NALC on the Smaller Authorities' Audit Appointments and Template for Larger Councils' Comments.

12.0 Sub-committee/liaison officer reports.

Cllr Sewell reported that turn out for the referendum on the Mulbarton Neighbourhood Plan was 19.76% with 93.3% being in favour of the plan being adopted.

Cllr Leigh reported that the swings on the Common had been repaired again, this time with steel plate that should prevent the bolts being pulled through. The oak tree at Primrose Close had been cut to the satisfaction of the resident. The bus café lease would hopefully be signed this week now that the document had been produced by the solicitor. Bramble cutting has been finished around the Common. Cllr Leigh has written to the Chief Executive at SNC raising concerns about the damage being caused by the Park Run, he is trying to arrange a meeting for the issues of a) the damage, b) the attitude of the organisers with regards to re-directing the route and c) the run affecting other Common users to be sorted out. It was agreed by all councillors that sections of the Common should be fenced off to allow them to recover. Cllr Leigh reported that the village sign stills needs to be taken down to be repainted however the weather hasn't been suitable for this activity recently.

Cllr Leek reported that she has a site meeting later in the month with a skate park provider to look at costings and practicalities of putting a volcano onto the skate park and to discuss options that the users have raised. Cllr Leigh reported that options to dampen the noise still need to be looked into.

Cllr Leigh reported that a new bin for the skate park has been received and now just needs to be sited and two new dog bins are on order.

Cllr Leigh reported that numerous contractors had been contacted to quote for repairs to the bus stop shelter but to date there had been no responses.

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

- Suggestions for phone box.
- Floodlight survey for tennis court area.

To adjourn the meeting for the 2nd public session.

A member of the public raised a point about the waste at the Co-op being a fire hazard if it was being stored by building.

Cllr Leigh confirmed that the water supplies at the allotment sites would be turned on in March.

MALGA representatives asked if a letter could be sent to the resident that has scaffolding on the Swamp allotment for it to be removed.

In response to the question about re-surfacing the hard court area, Cllr Leigh confirmed that the idea was to provide a community asset not to recoup the cost of the work.

There being no further business the meeting closed at 9pm.

The next meeting will take place on Monday 1st February 2016.

Payments for December 2015

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
151373	A.Sillett	Tree surgeon work on oak tree at Partridge Close	200.00		200.00
151374	9 to 5 Supplies	Black printer toner	58.57	11.71	70.28
151375	Anglian Water	Swamp allotments	128.50	25.70	154.20
151376	P. Leigh	Expenses – swing repairs	16.89	2.77	19.66
151377	A.Phillips	Expenses – stamps & stationery	12.31	1.17	13.48
151378	A.Phillips	Salary	749.82		749.82
151379	HMRC	PAYE	277.01		277.01
151380	BT Payphones	Adopt a kiosk	1.00		1.00
151381	Information Commissioners Office	Registration for 2016	35.00		35.00
		Total for month:	1479.10	41.35	1520.45