

## MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 2<sup>nd</sup> February 2015

Councillors present:-

Peter Leigh – Chairman  
Peter Munks

Beverley Leek

Mark Standley

John Joyce

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

PCSO Sore was unable to attend the meeting but had sent in the crime statistics by email that Cllr Leigh read out. In the period Monday 5<sup>th</sup> January to Sunday 1<sup>st</sup> February there was one reported crime: road rage incident when a driver was verbally and physically abused. With the exception of a verbal altercation between a dog walker and home owner there have been no general antisocial behaviour/noise nuisance calls to the Police.

PCSO Sore also reported in his email that it has now been confirmed that another PCSO would be joining the Hethersett and Mulbarton SNT and he will now not be covering the area on his own as reported at the last meeting.

**1.2 District and County Councillors' Report.**

District Councillor Legg was unable to attend the meeting due to prior commitments.

County Councillor Foulger reported that he had been assured by NCC that Highways have sufficient salt/grit for any bad weather and that reserves were also available.

**1.3 Public Forum.**

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

**2. To receive and consider apologies for absence**

Apologies received from Cllr Sewell.

**3. To receive declaration of interest on items on the agenda.**

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

#### **4.To confirm and sign the minutes of the Parish Council Meeting 5<sup>th</sup> January 2015.**

The minutes for the meeting held on 5<sup>th</sup> January 2015 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek and seconding by Cllr Standley.

#### **5.1 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 bank reconciliation. Following proposal by Cllr Leek and seconding by Cllr Joyce all payments were duly passed. A copy of payments is attached to these minutes.

#### **5.2 To formally approve acceptance of LTA with Smith of Derby Ltd for church clock maintenance.**

Following discussion, and proposal from Cllr Joyce and seconding by Cllr Munks it was unanimously agreed to sign a five year service agreement with Smiths of Derby. This payment will be added to the March payment schedule.

#### **6.1 Parish Council website – formal approval to transfer domain to Superia.**

Following discussion it was agreed that once the new website was set up and ready to be publically launch the transfer of name servers would be completed to release Cllr Munks from any further responsibility of maintaining the website.

#### **6.2 Formal approval of payment to Superia to provide CMS (contents management system) for 12 months.**

Following proposal by Cllr Leigh and seconding by Cllr Leek this payment was unanimously approved.

#### **7. Neighbourhood Plan – latest update.**

Cllr Joyce reported that not much had changed since the last meeting and that the draft plan was still in statutory consultation. To date a response had been received from English Heritage which the team would be able to build into the final plan. Cllr Joyce reported that SNC had asked for an extension of return date but based on previous discussions, he did not anticipate any issues from SNC which would significantly affect the main thrust of the Plan. To date no replies have been received from residents. Cllr Joyce reported that the Team are beginning to finalise the Plan with the inclusion of pictures with the hope that it will be completed by late February for formal sign off by MPC in March and formal submission to SNC after this. Cllr Joyce reported that in terms of budget the Plan was on course and that the DCLG final report had been submitted which should enable them to release the final ten percent of grant monies.

#### **8.1 To review and update planning applications.**

2015/0048. 25 Long Lane, Mulbarton – proposed single storey rear extension.

2015/0128. The Old Bakery, Norwich Road, Mulbarton – removal of Leylandii due to roots causing sewer pipe collapse.

No formal request for comment has been received in the Parish Office for these applications.

### **8.2 NCC return re. Street lighting at development on Long Lane.**

Following discussion, and including reference to the returns on the Neighbour Plan questionnaire, it was unanimously agreed that the provision of street lighting was not wanted and the return to NCC should be made accordingly.

### **8.3 SNC request for suggested names for Long Lane development.**

Following discussion, it was suggested that notable past residents of the village could be a theme of the street names. Cllrs Leek and Leigh agreed to investigate this possibility further.

### **9. Car park resurfacing & line marking – latest update.**

Cllr Leigh reported that unfortunately no report/costings had been received from NCC for him to share at this meeting. In response to a question from Cllr Standley it was confirmed that the front car park was being damaged by volume of vehicles on it. It was also noted that the Doctor's surgery car park is getting worn again; Cllr Leigh reported that he would discuss common land further under item 12.

### **10. Confirmation of Annual Parish meeting date – 1<sup>st</sup> June 2015.**

Following proposal from Cllr Leigh and seconding by Cllr Leek it was unanimously agreed that the Annual Parish meeting would be 1<sup>st</sup> June 2015.

### **11. Correspondence requiring consideration.**

Email from L. Middlemiss – requesting the Parish Council joins an online petition regarding “support continued funding for the ACRE network”. Following discussion no Councillors had any objection to this request.

Email from M. Carter – i) broken window pane in BT box. ii) new marked bus stopping place on Long Lane, road is very uneven and dips so it floods as soon as it rains, will it be levelled? - It was noted by Cllrs that the BT box is owned and maintained by BT; the condition of the road would be forwarded to Highways.

Email from SNC regarding Parish Councillor Members Allowance – following discussion all councillors unanimously agreed that they would not be formally adopting a scheme to apply these allowances.

Email from Rector Miller – church graveyard maintenance & gravestone pictures. Following discussion it was agreed that although MPC has contributed towards maintenance for several years there is no statutory requirement to do so. Cllr Leigh will arrange a meeting with the PCC if they wish to discuss further; clerk to reply to email.

### **12.Sub-committee/liaison officer reports.**

Cllr Leigh reported that he had again met with the owner of the Common, who was disappointed about the damage being done by the park run and horses and that no maintenance has been carried out in the last 12 months. It was noted that the bridle path along the B1113 is overgrown with brambles, making it unusable. SNC have a flailing machine that Cllr Leigh has offered to be trained to drive/use. The next meeting of the steering group is 4<sup>th</sup> March when Norwich Fringe Project will also be attendance. Cllr Leigh will at this meeting ask for a ruling/guidelines regarding fly posting on the Common.

Cllr Leigh reported that work to supply water at the allotment sites was completed two weeks ago and the final step ready for connection is for Malga to arrange for Anglian Water to complete a formal inspection.

Cllr Leigh reported that all remedial repairs have been completed on the skate park and the benches; new swing seats are in the office waiting to be fixed.

Cllr Leigh offered formal thanks to Cllr Leek and those involved in the Christmas Fayre and informed the Councillors that Cllr Leek and the clerk were unable to organise a fayre for this year, and it was noted that a lack of support had been a swaying factor. Cllr Leek formally offered thanks to Cllrs Joyce, Sewell and Gardner for their help and time on the day of the event and Cllr Leigh for his support of the event. Cllr Leek reported that the event had come in £400 underspent on budget.

### **To review items for the next agenda.**

- New computer.
- BT infinity.

### **To adjourn the meeting for the 2<sup>nd</sup> public session.**

In relation to item 8.3, it was voiced that it was good idea and opportunity to look back in history for suggested road names.

Mr Barker reported that he had trees, for the Common and shrubs, for the skate park ready for planting.

In relation to lorries parking on the road in front of One Stop, it was suggested that Highways may repair the kerb but had MPC considered using the Highways partnership scheme.

There being no further business the meeting closed at 8.25pm

The next meeting will take place on Monday 2<sup>nd</sup> March 2015 at 7.30pm.

## Payments for January 2015

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
151261	St John Ambulance	Christmas Fayre First Aid	61.60	12.32	73.92
151262	Small Fish	Invoice 0514 Consultancy Fees	630.00	126.00	756.00
151263	Hatch Brenner	Employment consultancy fees	250.00	50.00	300.00
151264	NPTP	Training course for B.Leek	35.00		35.00
151265	Paul Riches	Skate park repairs	285.00		285.00
151266	Peter Leigh	Expenses	64.49	7.89	72.38
151267	Bev Leek	Expenses	7.44		7.44
151268	Anne Phillips	Expenses	33.14	6.50	39.64
151269	Anne Phillips	Salary	542.31		542.31
151270	HMRC	PAYE	140.74		140.74
		<b>Total for month:</b>	<b>2049.72</b>	<b>202.71</b>	<b>2252.43</b>