

## MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.3pm on Monday 6<sup>th</sup> July 2015

Councillors present:-

Peter Leigh – Chairman  
Victoria GoffBeverley Leek  
Richard Tucker

Steve Sewell

John Joyce

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

PSCO Sore reported that between 1<sup>st</sup> June and midnight 5<sup>th</sup> June there had been two reported crimes: criminal damage to a vehicle and theft of an unattended and unlocked pedal cycle. During the same period there were no calls relating to noise, nuisance or antisocial behaviour.

With regards to reports of graffiti around the village, PCSO Sore reported that any damage to private property needs to be reported to the Constabulary by the land owner; to date none has been reported. PSCO Sore has been following a lead with regards to a likely culprit.

Following a question from the Parish Council, PCSO Sore reported that his colleague that was helping to cover the Mulbarton and Hethersett Safer Neighbourhood area has moved on and he is currently covering the area on his own with support from his Beat Manager, PC Hambling.

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

County and District Councillor Colin Foulger reported that the in relation to the School's planning application the issue of construction traffic has to form part of the conditions; Highways, Education and Planning have all agreed that this needs to be the case. Cllr Foulger reported that the planning application is not extended to increase the capacity of the Schools but to replace existing buildings. Cllr Foulger reported that a site visit was due to be made on Tuesday 7<sup>th</sup> July and he expects an update following this visit.

Cllr Leigh stated that there were concerns about which way that construction traffic would be directed into the village and that additional parking caused by construction vehicles could affect users of the Surgery, school and village as a whole. He also stated that there were concerns that vehicles would park on common land by the site that contravenes the use of the land and also damages it.

District Councillor Legg reported that as a School Governor he had seen the predicted roll numbers for the next five years and that these predictions do not show any anticipated increase. He also reported that all construction vehicles will be restricted to parking on site although there will be some need to cross common land during construction, he is not aware that the owner has been consulted on this.

Cllr Legg reported that grants are available from individual SNC Councillors, as they were last year and from the Neighbourhood Board Fund. A new scheme, Community Hub Grants, is also available

for new groups with up to £300 payable. Cllr Legg has left a leaflet on this new scheme with the Parish Clerk if anyone requires further information.

### **1.3 Public Session**

It was raised that the pathway between Grey's nursery and the village is dangerous to walk on due to stones on the path and overgrown vegetation. Cllr Leigh reported that this would be communicated by MPC to the Highways Agency for their attention/action.

Two representatives from Lakenham Hewett Rugby Club introduced themselves and asked for permission to hold a recruitment drive/fun day on The Common during August; they are looking at tying in the date to coincide with the Village Hall/Social Club fun day. Cllr Leigh confirmed with them that they had seen the email reply from SNC regarding use of the Common, they confirmed that they were happy with the guidelines/contents contained in it. Cllr Leigh stated that MPC in principle agreed with their request but reiterated that there should be no fly posting on common land to promote the event and that they continue to keep all relevant parties informed and in the loop.

Mr Peter Mickleborough, in reference to proposals for a café bus, told the meeting he was surprised that support had been given to facility for which there was no proven need and that the VHMC had not been consulted and the car park was amenity land that shouldn't be used for private business. Cllr Leigh responded that the planning application was still with SNC and that MPC had been consulted/asked to comment as a third party; with reference to private business' Cllr Leigh pointed out that many hirers of the village hall where businesses for example the fitness club currently in the adjoining room. Cllr Goff reported that the matter had been discussed a couple of months ago at a MVHMC meeting and at the time there were no objections raised.

Mr Melvin Creasey asked if anyone could support him with the Jubilee Garden for the next few weeks. Cllrs Leigh and Leek offered to support where possible. Cllr Goff asked if anyone could do some weeding as she had been approached by an individual volunteering their support. Cllr Leigh confirmed that all were welcome to help.

Mr Peter Holmes from MALGA asked if it was possible to have another SNC supported by plaque so that they could display one at each allotment site. Cllr Leigh confirmed that the Clerk would enquire/obtain.

### **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 Co-option of Councillors for vacancies arising from the election process.**

No representation was made.

### **4.0 To receive and consider apologies for absence**

All councillors were in attendance.

### **5.0 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.

### **6.0 To confirm and sign the minutes of the Parish Council Meeting 1<sup>st</sup> June 2015.**

The minutes of the meeting held on 1<sup>st</sup> June 2015 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek and seconding by Cllr Sewell.

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

#### **7.1 Approval of contractor for picnic table bases and roundabout at the Meadow's.**

Cllr Leek reported that the Parish Council's Awards for All grant for £8908.00 had been accepted and the money was in the bank.

Following review of the tender analysis for the supply and installation of picnic tables and bases Cllr Leek proposed that contractor 3 be awarded the contracted for the table bases and installation, after seconding by Cllr Tucker this was unanimously agreed.

Following review of the tender analysis and discussion about the most suitable surfacing for the area immediately surrounding the new roundabout, Cllr Leek proposed that contractor 3 be awarded the contract, and that green wetpour be used as the surrounding surfacing, after seconding by Cllr Joyce this was unanimously agreed.

Cllr Leek confirmed that the MPC contribution to project will be c£1724. This was discussed and the amount agreed by all Councillors

### **8.0 Office/IT security.**

Cllr Leigh reported that one ex- councillor had failed to return their office key. Cllr Leigh then proposed that the door lock be changed and have new keys cut. This was seconded by Cllr Joyce and unanimously agreed.

Following discussion regarding the passwords to the office computer and email access it was unanimously agreed that the Clerk would change these and notify all when the change has been completed. It was also agreed that would be reviewed as part of the annual standing order/policy review.

### **9.0 Community Benefit Offer from Lightsource.**

Cllr Leigh reported that following receipt of Lightsource's first Community Benefit offer that was £500/megawatt/per year, he had queried this amount, as when Lightsource did a site visit they had

quoted £1000/megawatt/per year. Lightsource have since respond with a renewed offer of £750/mw/per year.

Following discussion the Council unanimously agreed to push for more. Following proposal by Cllr Joyce and seconding by Cllr Tucker the Council unanimously agreed for Cllr Leigh to have delegated authority in this area.

### **10.0 Norfolk County Council Parish Partnership scheme.**

Cllr Joyce reported that there were a number of suggestions made during the Neighbourhood Plan consultation stages that were not appropriate for the Neighbourhood Plan but may suitable for looking at under this scheme next year. Cllr Joyce reported that there had been a vocal minority that because of the bus route wanted a path through the Common. Following discussions it was decided that the Council did not want any more paths on the Common.

After discussion Cllrs Leigh and Sewell agreed to look at the option of changing the stile at the burial ground for a kissing gate and whether any improvements could be made to the pathway under this scheme this year.

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

2015/1291– 125 Broomdale Avenue, Mulbarton NR14 8GZ – conversion of garage, including replacing existing garage door with glazed opening.

Mulbarton Infants & Junior School, The Common, NR14 8JG – demolition of existing classrooms and removal of mobile unit. Single storey extension comprising 4no classroom, 1no combined staff/workroom and link corridor connecting the Infant and Junior schools and associated external works. New canopy to remodelled Infants school entrance. 2no double temporary mobile units.

Cllr Sewell will review the first application and review the second one with Cllr Leigh.

Following discussion about the café bus application it was confirmed that the planning permission has been submitted to SNC, the Social Club had written a letter of support, MPC reserve the right to charge rent, similar to the Scouts leasing land. Cllr Sewell confirmed that it was the most popular suggestion during the Neighbourhood Plan consultation stage under the heading of additional facilities that villagers would like in the village.

### **12.0 Correspondence requiring consideration.**

Email from Mrs Marina Carter – Cllr Leigh outlined the contents of the email regarding Mrs Carter's concern about ongoing support for the village website as it was unlikely to be self-funding as indicated last year. He explained that the question raised was should the support be paid to Mrs Carter as an honorarium or directly to the website.

Following discussions when it was raised should MPC ask for receipts to justify expenditure/hours involved and what was the long term view of the village and MPC sites it was concluded that the current status quo be maintained with the option to further discuss in the future.

Email from NCC advising road closure and alternative route for C184 Low Road, Keswick with its junction with B1113 Mulbarton Road.

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

Cllr Leigh reported that SNC have made some progress with the Common Management Plan and that there is a list of immediate actions points that have provisional costings. The anticipated cost of these points is circa £4500. Cllr Leigh acknowledged that SNC had repaired the pot holes in the front car park after several correspondences.

Cllr Leigh reported that final costings for the resurfacing of the main village hall car park had been received together with a start date of 17<sup>th</sup> August. Following proposal by Cllr Leigh and seconding by Cllr Joyce it was unanimously agreed to accept these costings and get the work started.

Cllr Leek reported that the BT phone box opposite the Co-op that had been vandalised had been reported and has now been repaired.

Cllr Leek reported that the graffiti in the alleyway has been reported to SNC and they will also look at the weeds and buddleia when they come out as they have responsibility for these areas of the village.

Cllr Leek reported that MPC had been awarded £20 from SNC following the litter pick in May and that another one was planned for September/late summer.

Cllr Leek reported that the play area safety inspection reported had just been received and handed out a summary of the findings. Cllr Leek added that she would look at the report in further detail and produce a work scope with Cllr Leigh.

Cllr Sewell raised the idea of having a Christmas tree in a prominent place in the village this year as a Swainsthorpe had one last year and it looked very effective.

Cllr Joyce updated the Councillors' on the Neighbourhood Plan; the plan has been formally submitted and SNC has appointed an inspector and it is anticipated that the draft will have been checked by end of July with replies back to the inspector ,regarding any questions/queries, due at the end of August. Following discussion it was confirmed that the inspector is likely to find an issue with the statements regarding any future development and the impact of this on traffic through the heart of the village. Cllr Joyce reported that the Committee is meeting tomorrow so as to be clear on their responses. Cllr Joyce reported that the referendum could be around October. It was confirmed that the Neighbourhood Plan is and will be the plan of MPC. Cllr Joyce reported that the net spend to date on the plan was £4000 and it estimated that another £2000 would be spent by the end of the process.

### **14.0 To receive any items for inclusion in the next agenda.**

- Costings for gate and pathway by church in preparation for a NCC Parish Partnership application.
- Work scope for play areas.
- Skate park painting.
- Christmas tree estimates and work scope.

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

Cllr Legg announced that the Edith Cavell Day Centre was having a coffee morning on Wednesday and all were welcome.

There being no further business the meeting closed at 9.25pm

The next meeting will take place on Monday 3<sup>rd</sup> August 2015 at 7.30pm.

## Payments for June 2015

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
15130	Small Fish	Consultancy Fees. Invoice no. 0564	20.00	4.00	24.00
151311	TMA Bark	Play area bark	244.00	48.80	292.80
151312	NPTP	Introductory Training for Cllr Tucker	45.00		45.00
151313	Norse Eastern Ltd	Monthly Grounds Charges	832.22	166.44	998.66
151314	MVHMC	4 x quarterly invoices July 2014 – June 2015	180.00		180.00
151315	David Bracey	Play equipment inspection	150.00	30.00	180.00
151316	B Leek	Expenses	22.90	4.54	27.44
151317	A Phillips	Expenses	62.00		62.00
151318	A Phillips	Salary	543.59		543.59
151319	HMRC	PAYE	137.67		137.67
151320	9 to 5 Supplies	Toners & shredder	107.02	21.40	128.42
		<b>Total for month:</b>	<b>2344.40</b>	<b>275.18</b>	<b>2619.58</b>