

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 7th September 2015

Councillors present:-

Beverley Leek

John Joyce

Victoria Goff

Richard Tucker

First Public Session.

1.1 Police Report.

PCSO Sore reported that since the last meeting and midnight 7th September there had been two reported crimes: theft by finding of a mobile phone (this crime is being reviewed and may be re-categorised as a loss) and a paddock was broken into and the tails of the ponies in the area had their tails cut. During the same period of time there were no calls to the Police for noise, nuisance or antisocial behaviour. There were no questions from the public or Parish Councillors for PCSO Sore.

1.2 District and County Councillors' Report.

Cllr Foulger had sent his apologies for being unable to attend to the Chairman and in his email had stated *"there was nothing much to report from a county perspective other than the already released news concerning NCC's decision last Wednesday to go ahead with the northern distributor relief road which was widely reported locally in the press."*

Cllr Legg reported that SNC no longer has a 5 year land supply which could result in "open house" for developers until the numbers are back up as SNC planners are not contending any challenges on appeal. In response to a question regarding how long this situation may last Cllr Legg explained that the problem was that SNC are part of the Norwich Policy Area and although SNC were building homes, and currently have a land supply of 5.1 years, the Broadland and Norwich City Councils were not building to their quota. Cllr Legg hoped to have more information available at the next Parish meeting. There were no further questions from the Parish Councillors or the public for Cllr Legg.

1.3 Public Session

It was raised that the Co-op has waste storage problems at present as they are not receiving sufficient waste/recycling collections from their head office. Following discussion the Cllrs expressed that the waste at the back of the store was a concern and would write to the store if the manager felt this would help his case with his head office. It was noted that the store does regular litter picks around the store and local area. If any local organisation wants waste cardboard, then they can contact the local store manager.

Mr Aldous reported that he had attended the latest Commons/Ponds steering group meeting with SNC and Norwich Fringe Project where they discussed the damage caused to the Common by the

Park Run, it was suggested that the run introduce an alternative route to minimise damage; the organisers of the Park Run were offered the opportunity to attend this evening meeting. Rabbits and rats: bait has been put down at Todd's Pond however SNC are not interested in getting involved with issues caused by rabbits. Ponds: the current thinking is not to do much to the ponds except to monitor/address the water quality. Norwich Fringe Project also suggested opening up the land between Todd's Pond and the Village Hall with more footpaths. No programme of agreed works has been formulated but it was acknowledged that all stakeholders would need to be involved.

The area at the back of the village hall being used as MUGA was raised. Whilst the resident appreciated that there may be numerous obstacles to this, they asked if there was anyone that would champion such a project and was there enough interest in doing so? It was raised that the floodlights in the area would need refurbishing. Following discussion the Councillors agreed to put this item onto the next agenda.

Mr Graham Bunting from the Mulbarton First Responders Group, introduced his colleague Ms Elizabeth Martin, they explained that the group had interest from another 9 volunteers who would be enrolled on the relevant training courses over the next few months. Currently the First Responders cover an area within a five minutes radius of the village though they may go further afield if they can arrive at an incident before an ambulance crew. Since the last parish meeting they have been on call over 120 hours and have responded to three call outs.

2.0 To close the meeting to public participation.

Cllr Leek 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 Cllrs Leigh and Sewell.

4.0 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.

5.0 To confirm and sign the minutes of the Parish Council Meeting 3rd August 2015.

The minutes of the meeting held on 3rd August 2015 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Joyce and seconding by Cllr Goff.

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 Joyce and seconding by Cllr Tucker all payments were duly passed. A copy of payments is attached to these minutes. Cllr Goff asked that a breakdown of expenses be visible to all Cllrs in the future.

6.1 Mazars annual audit return for the year ended 31st March 2015.

Cllr Leek reported that the annual external audit return had been received and read out the auditor report: *“on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”* The Clerk confirmed that the statutory notices advertising the conclusion of the audit and the right to inspect the Annual return had been displayed for the correct time periods on the Council’s noticeboards.

6.2 S137 Payment to Community First Responders.

Following discussion Cllr Leek proposed that £250.00 be given to the Mulbarton First Responders Group to provide uniform/equipment and that a written breakdown of expenditure would be provide to MPC and seconding by Cllr Goff this was unanimously agreed.

7.0 Request from the Scouts to use Orchard Park for annual firework display.

Following discussion and confirmation that the Scouts have insurance and completed risk assessment, Cllr Goff proposed that the Scout’s be permitted to use Orchard Park on Saturday 7th November. This was seconded by Cllr Tucker and unanimously approved.

8.0 Proposal to erect a Village Christmas tree.

As Cllr Sewell was not available to present any details it was unanimously agreed to reschedule this item to the October agenda.

9.0 To review and update planning applications.

Cllr Leek reported that there were no returns outstanding and it was unanimously agreed the application received today, 2015/1976 – Lyltone, The Rosery, would be forwarded to Cllr Sewell for his consideration.

10.0 Correspondence requiring consideration.

Email from SNC – Statement of Licensing Policy, Statement of Gaming Policy & Local Area Profile: following discussion it was unanimously agreed that there were no points to be raised by MPC.

Email from SNC – South Norfolk Housing Strategy Consultation: following discussion it was unanimously agreed that there were no points to be raised by MPC.

Email from resident concerned about common ragwort growing in the village: following discussion it was unanimously agreed that the yellow plant growing on the verge was not common ragwort.

Email regarding history of the Welcome Booklets and the need to update: following discussion Cllr Goff offered to look at the options available to reproduce an updated/editable Welcome Booklet. This item is to be added to the next agenda.

Email from resident concerning footpath between Forge Orchard and Birchfield Lane: Cllr Leek reported that she had been out to check the area and whilst there were a few tufts of grass on the pathway they did not appear to pose any safety risk and were mostly likely due to the pathway not being regularly used during the schools six week summer break that was now over.

11.0 Sub-committee/liaison officer reports.

Cllr Joyce apologised for not circulating a copy of the Examiner's fact check version of the Mulbarton Neighbourhood Plan to all Cllrs as had been discussed at the previous meeting. The MNP Committee concluded that there was little scope to modify the Examiner's draft report and the time to respond was brief, therefore there was little benefit in sharing the report more widely at that stage. The Neighbourhood Plan team have responded to the fact check draft report and are awaiting a final report this week which will be circulated to all Cllrs with a copy of the proposed final version of the MNP incorporating the Examiner's required changes. Cllr Joyce reported that the Plan still achieves what the community were seeking although the Examiner has reworded it to fit in with the Government's strong presumption in favour of the development. MPC will be asked to formally approve or reject the Plan at October's meeting. Cllr Joyce reported that whilst there is still some graphic design work to be completed before the final printing and distributing of the Plan in advance of the referendum, the project is expected to come in within budget.

Cllr Tuckers reported that he had not yet been able to meet up with the MVHC Chairman or the booking secretary/treasurer. The MVHC AGM is Monday 28th September.

Cllr Leek reported that all allotments were let and with the exception of one were well maintained. Cllr Leek reported that she will chase up the roundabout contractor as no installation date has yet been provided.

12.0 To receive any items for inclusion in the next agenda.

- Proposal to erect a Village Christmas tree.
- Discuss feasibility of MUGA project.
- Welcome Booklet.
- Formal approval of Mulbarton Neighbourhood Plan.

To adjourn the meeting for the 2nd public session.

It was raised that the Swamp allotments may have a mole problem. Cllr Leek will liaise with allotment holders regarding this issue.

Pathway from Grey's Nursery and the village was still overgrown despite being reported to Highways. Following discussion it was suggested the Rangers maybe able to complete this work on their next visit to the village, also that residents may wish to contact Highways to add their comments to those of MPC to add weight to the issue.

It was reported that the Fun Day organised by the Social Club in support of MVHC's toilet refurbishment fund had raised over £2000 on the day bringing the current fund raising total to £3000. A detail costings report for the toilet facility refurbishment has been forwarded to SNC in respect of a grant application. A copy of this will be provided to MPC in the hope that MPC will make a financial contribution.

It was raised that the drains on Rectory Lane were struggling to cope with surface water. The Clerk confirmed that this was reported to Highways prior to the last heavy rainfall. It was discussed that affected local residents may also like submit their comments to Highways.

There being no further business the meeting closed at 8.45pm

The next meeting will take place on Monday 5th October 2015 at 7.30pm.

Payments for August 2015

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
151331	Small Fish	Consultancy fees – invoice 0579	129.80	14.00	143.80
151332	Mazars	Audit Fees	300.00	60.00	360.00
151333	Wilson Computing Ltd	Website phase 1	450.00		450.00
151334	Came & Company	Annual Insurance	2630.86		2630.86
151335	P. Leigh	Expenses	17.99	2.50	20.49
151336	B. Leek	Expenses – pest control	69.00	13.80	82.80
151337	A. Phillips	Expenses	14.61	2.93	17.54
151338	A. Phillips	Salary	543.39		543.39
151339	HMRC	PAYE/NIC	137.87		137.87
151340	Small Fish	Consultancy Fees – invoice 0584	354.40	70.00	424.40
151341	Norse Eastern Ltd	Grounds Maintenance	832.22	166.44	998.66
		Total for month:	5480.14	329.67	5809.81

