

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 1st August 2016.

Councillors present:-

Bev Leek Richard Tucker Steve Sewell Derek Aldous

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

PCSO Sore was unable to attend the meeting but had emailed the office with the crime statistics for the past month. In the time period between the last meeting and midnight 31 July there were five reported crimes: assault x 2 plus criminal damage to a motor vehicle whereby two females plus their car were specifically targeted. PCSO Sore commented that although this was a nasty incident, police believe there is no danger to other members of the public unrelated to the victims. Theft from a dwelling, an individual is still to be questioned and theft from a store, investigations are ongoing as good CCTV is available.

1.2 District and County Councillors' Report.

Cllr Legg reported that he had nothing to raise this evening.

Cllr Foulger was not in attendance.

1.3 Public Session

A number of residents wished to report that there were three properties on Cuckoofield Lane where the hedges were growing beyond the boundary and causing a hazard to pedestrians on the footpaths. Cllr Leek reported that she and Cllr Legg had recently met with a representative from Saffron Housing who had assured them that letters had been sent to the relevant tenants. MPC will write to these households and copy in Saffron Housing. Cllr Leek reminded individuals to also contact Saffron House to raise their concerns and generate volume of correspondence to add weight to matter. It was also raised that one property was being used to breed dogs; it was noted that there should be planning permission for this activity and concerns should be raised to Planning Enforcement.

Hedges and nettles around the play areas was raised; Cllr Leek reported that this would be discussed later as it was already an agenda item for this evening.

Cllr Leek reported that she would look at the tree on Cuckoofield Lane that a resident raised as a concern for vehicle traffic.

A resident raised concerns about the irregular and unreliable bus service provided by First Group. Cllr Leek reported that concerns and complaints should be raised with First Group and that there contact details were available on the website or from the Clerk.

A concern was raised about cars parking on roads, particularly along Cuckoofield Lane. It was noted that MPC has no powers but would ask PCSO Sore for advice. It was suggested that residents use Norfolk Constabulary's website to report dangerous parking.

A resident reported that they had counted 102 lorries going into and out of the Long Lane development in one day. Cllr Leek encouraged all residents to keep reporting their concerns to Hopkins Homes and SNC.

In response to a resident's question, Cllr Leek reported that MPC had not been given any information regarding the widening of Long Lane. Cllr Sewell reported that if an application had been submitted then the details would be available on SNC's website.

In regards to a comment regarding verges not getting cut it was noted that Norse are currently running about four weeks behind due to recent weather conditions.

It was reported by a resident that there are no BT lines at Oakley Park.

A representative from the Social Club asked why dogs were not allowed past the boundaries of the village hall complex and could an anchor point not be put in, in a shaded area near the social club? It was reported that the whole site as with all play areas under MPC responsibility and in common with other authorities were dog free. It was suggested that the Social Club could put a request in writing for their requested concerned.

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, Goff and Joyce.

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 4 July 2016.

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

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 Sewell and seconding by Cllr Tucker all payments were duly passed. A copy of payments is attached to these minutes. Cllr Aldous questioned when the grounds contract is up for renewal, the Clerk will confirm and report back.

6.1 Mazar's annual audit return for the year ended 31.03.16.

Cllr Leek reported that the external audit conducted by Mazars had been completed and read out their 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 audit will now be available to view on MPC's website.

6.2 Approve purchase of fridge for the office.

Cllr Leek presented three quotes for a 17 litre fridge for the Office, she proposed that this should be purchased from supplier 1; Cllr Tucker seconded this and unanimously agreed.

Cllr Leek adjourned the meeting to introduce PC Andy Read who was now in attendance at the meeting.

Meeting adjourned.

PC Andy Read introduced himself, to the Council and members of the public, as the new Hethersett and Mulbarton Beat Manager. In response to questions from the public, PC Ready stated in relation to cars parked on pavements the police had had parking enforcement powers removed and this was now down to local councils (SNC) to enforce however if the vehicle is causing an obvious obstruction on the highway then it should be report on 101; PC Read reported that Special Constables were being trained to use speed enforcement equipment and would be used around local parishes to enforce speed limits; if residents have concerns about HGV's entering/exiting the Long Lane development they can report it to the police on 101, vehicle registrations are required. PC Read confirmed that there had been no calls to the police regarding noise, nuisance or antisocial behaviour as there was no mention on PCSO Sore's statistics.

Meeting resumed.

6.3 Floodlights – electrical contractor's recommendations and quote for approval.

It was reported that the Electrical contractor had completed the initial work on the floodlights and had now produced a report for additional work that is still needed; the quote for this work will take the total expenditure on the lights to approximately £100 over what had previously been agreed by Councillors. Cllr Leek proposed that work was completed by the existing contractor; this was seconded by Cllr Sewell and unanimously agreed.

7.0 Play area safety inspection report.

Cllr Leek reported that the play inspection report was now available to all Councillors and to start moving forward with improvements a quote had been received for the Common, as only one of three contracts approached had replied, she proposed that Contractor 1 should be awarded the work. This was seconded by Cllr Tucker and unanimously approved. Cllr Leek reported that Norse would be delivering play bark for the Common within the next two weeks and they would also move it into situ.

It was reported that the tennis court refurbishment would be commencing next Monday, Cllr Tucker will be meeting the contractor on site on the first morning. The contractor has suggested boarding the bottom 4 foot of the fence area, although this will be more expensive, MPC will not bear any additional costs to those already quoted. All Councillors agreed with this suggestion.

7.1 Approve contractor for pest control at the Meadows.

Following review of the cost analysis supplied from five pest control contractors, Cllr Aldous proposed that Contractor 4 be awarded the contract; this was seconded by Cllr Leek and unanimously agreed.

7.2 Approve contractor for tree and hedge work at the Meadows, for areas under MPC control.

Cllr Leek reported that despite contacting four contractors only one had provided a quote. Following discussion Cllr Leek proposed that this contractor should be awarded the work, this was seconded by Cllr Tucker and unanimously agreed.

8.0 To discuss terms of reference for Public Relations subcommittee.

Cllr Tucker proposed that the terms of reference for the Public Relations subcommittee should be accepted. This was seconded by Cllr Sewell. The vote was three to one in favour of accepting this proposal.

9.0 To approve MPC representation at the PCC Welcome meeting for Oakley Park residents and approval of handouts/literature to take.

Following discussion it was agreed that the Clerk and Vice Chairman would attend, other Councillors are still to check their availability to also attend and show the face of MPC. It was agreed that the PR subcommittee would report back at the next meeting with approved handouts/literature.

10.0 Request from resident to move memorial bench from Orchard Park to Mulberry Park.

Cllr Leek reported that the bench would be moved at no cost to MPC and that the Football Club was happy to accommodate the arrangement. There were no objections from any Councillor to this proposal.

11.0 To consider any planning applications.

It was reported that there were no new planning application requiring comments from MPC. With regards to plans from the land at east Carlton it was discussed that no planning application has been formally submitted at present. Cllr Sewell reported that in relation to a property on Cuckoofield Lane, planning permission had been given for a double garage.

12.0 Correspondence requiring consideration.

- Advanced notice of payphone removal consultation by BT sent by SNC – at present this is for information only and SNC will formally consult once notification is received from BT that a formal 90 day removal consultation period is commencing.
- Letter from resident regarding road surface on Long Lane and advice on land/parking outside their property. Cllr Sewell offered to contact the resident and discuss further.

13.0 Sub-committee/liaison officer reports.

Cllr Aldous reported that after two years of discussion with the Co-op they have now made changes to their waste management arrangements. There will be daily collections of waste from the site and they are constructing a wooden shelter to store waste pending collection. Cllr Aldous recommended that a letter of MPC's appreciation that the matter had been resolved should be sent to the store. Cllr Leek on behalf of the Council thanked Cllr Aldous for sticking with this task and achieving a very satisfactory outcome.

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

- Public Relations Subcommittee suggestion and recommendations for the PCC Welcome meeting.
- Discussion regarding approving and appointing contractors.

To adjourn the meeting for the 2nd public session.

A resident raised that the previously mentioned property on Cuckoofield Lane had damaged the water main and left parts of the village with no water for over five hours. Cllr Legg reported that Building Control would not look at the matter because of the garage's size however they may look at the porch. Cllr Sewell reported that he would investigate this matter with SNC and service providers.

The Parish Council confirmed that as previously stated it had no objections to Mrs Carter pursuing her request to have a pathway/cycleway name after the late Brain Tungate.

There being no further business the meeting closed at 8.50pm.

The next meeting will take place on Monday 5 September 2016.

PAYMENTS SCHEDULE for July 2016:

| Cheque Number | Recipient | Details | Net total | Vat | Amount £'s |
|---------------|---------------------------------|----------------------------|----------------|---------------|----------------|
| 151454 | AN Services | General Maintenance | 202.00 | | 202.00 |
| 151455 | David Bracey | Annual Play Inspection | 150.00 | 30.00 | 180.00 |
| 151456 | Glasdon | Bench for Common | 456.84 | 91.36 | 548.20 |
| 151457 | Norse Eastern Ltd | Monthly Grounds Charges | 832.22 | 166.44 | 998.66 |
| 151458 | Mazars | Audit Fee | 300.00 | 60.00 | 360.00 |
| 151459 | 9 to 5 Supplies | Magenta & Black toners | 175.05 | 35.01 | 210.06 |
| 151460 | P. Leigh | Expenses | 77.67 | 14.74 | 92.41 |
| 151461 | A.Phillips | Expenses | 12.67 | 2.54 | 15.21 |
| 151462 | A.Phillips | Salary | 563.34 | | 563.34 |
| 151463 | HMRC | PAYE | 151.16 | | 151.16 |
| 151464 | Fenland Leisure Products | Caps/covers for play areas | 38.67 | 7.73 | 46.40 |
| 151465 | Eastern Electrical (Norwich)ltd | Flood lights | 520.00 | 104.00 | 624.00 |
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| | | Total for month: | 3479.62 | 511.82 | 3991.44 |