

## MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 9 January 2017

Councillors present:-

Peter Leigh   Beverley Leek   Richard Tucker   Derek Aldous   Steve Sewell

### **First Public Session.**

#### **1.1 Police Report.**

Cllr Leigh reported that PCSO Sore would be attending later in the meeting due to attending another Parish's meeting. Crime figures for December have been received from Norfolk Constabulary for the Hethersett & Mulbarton ward, in response to having these at Parish level the Clerk has been advised that they will no longer be available and directed to [www.police.co.uk](http://www.police.co.uk) to look at crime at street level within Mulbarton. The website was viewed this afternoon and only showed statistics for November 2016. Cllr Legg asked for a copy of the email to be forwarded to him.

Cllr Leigh reported that one of the new bridle path signs has been vandalised, it has been pulled out and dumped in a wooded area of the Common; due to weight of the sign and the distance moved it was deliberately targeted. This will be reported to the Police and Cllr Leigh will discuss a revised method of fixing into the ground with the contractor.

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

Cllrs Legg and Foulger, in response to comment about Long Stratton Football Club getting a grant from SNC for £211,000 towards a 3G pitch stated that this money was part of the overall redevelopment of Long Stratton leisure centre.

Cllr Foulger reported that NCC's winter road gritting had been operational for a few weeks with over 2000 miles of roads being gritted with a new formula that is designed to prevent ice forming on the road surface. NCC grit A and B roads and some C roads. Highways England is responsible for the A11, A14 and A47. More details can be found at: [www.norfolk.gov.uk/gritting](http://www.norfolk.gov.uk/gritting). Cllr Foulger reported that he has raised with NCC about whether gritting should be completed on highways on the approaches to level crossings and is awaiting a response.

Cllr Legg reported that SNC have concerns about next year's council tax and discussions are taking place to see how much it will go up; increases are planned until 2019 as central government grants are reduced. Nothing has yet been decided and they are still discussing reducing costs.

In response to a question, it was confirmed that county council increases for social care would be capped at 5%.

#### **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 Banham.

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

No Councillors 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 5<sup>th</sup> December 2016.**

The minutes of the meeting held on 5<sup>th</sup> December 2016 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek and seconding by Cllr Sewell.

**5.1 To confirm and sign the minutes of the closed Parish Council meeting held on Monday 5<sup>th</sup> December 2016.**

The minutes of the closed meeting held on 5<sup>th</sup> December 2016 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek and seconding by Cllr Tucker.

**5.3 To confirm and sign the minutes of the closed Parish Council meeting held on Tuesday 13<sup>th</sup> December 2016.**

The minutes of the closed meeting held on 13<sup>th</sup> December 2016 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Tucker and seconding by Cllr Sewell.

**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 Leigh and seconding by Cllr Leek all payments were duly passed. A copy of payments is attached to these minutes.

**6.1 To set and approve 2017/18 precept.**

Following discussions four councillors were in favour and one against of setting a precept that reduced the Band D council tax figure by 5%. It was then unanimously agreed that the precept be set at this figure as it in terms of total funding available from SNC the reduction was 0.68% on the current year.

Parish Council Allowances were discussed and all councillors agreed that they did not wish to take and that the money should be used to benefit the village.

**6.2 To approve costs for signs to be placed by Village (Todd's) Pond.**

Following discussions Cllr Leigh proposed that three signs should be purchased, costs for siting will be c£20.00; this was seconded by Cllr Tucker and unanimously agreed.

### **6.3 To approve costs for purchasing phone box fit out equipment/supplies.**

Following discussions Cllr Leigh proposed that a £1100 budget be agreed to purchase equipment and supplies before the end of the financial year for refurbishing the phone box; this was seconded by Cllr Leek and unanimously agreed.

Cllr Leigh announced that he would be adjourning the meeting to allow PCSO Sore to speak.

### **Meeting adjourned.**

PCSO Sore reported that since the last meeting and midnight 8 January there had been six reported crimes: (1) theft of a wheelie bin, (2) theft of engine parts from a dwelling, (3) items removed from a development site, (4) car window smashed, (5) burglary following a house party and (6) theft of a reindeer from a front garden. During the same time period there was one call due to noise, nuisance and antisocial behaviour that related to fireworks in a public area.

Cllr Leigh thanked PCSO Sore for his report and stated that the Council appreciated him attending the meeting to give a parish level report in light of what had been reported earlier in the meeting.

### **Meeting resumed.**

### **7.0 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 8<sup>th</sup> May at 7pm and that the Parish Council's AGM and ordinary meeting would follow on the same date.

### **8.0 Formal annual approval of Council's Standing Orders & Major Documents.**

Following discussion, Cllr Leigh proposed that the grant awarding policy be updated with the wording: "provide detailed accounts (to the satisfaction of the Parish Council) for the three preceding years prior to the application and signed off by an approved auditor and/or the Charity Commission if so requested by the Parish Council"; that the Public Relations sub-committee terms of reference document was removed and that all other major documents and the Council's Standing Orders be formally accepted as they currently stand; this was seconded by Cllr Sewell and unanimously agreed.

### **9.0 To consider any planning applications.**

2017/0003: One-2-one Mast, the Common: replacement of existing 17 metre high telecommunications monopole with a 20 metre high telecommunications monopole and installation of associated ground based equipment cabinets within the existing compound.

Following discussion it was agreed that MPC would object on the grounds that the higher mast exceeds the maximum allowed for on the lease agreement; a response to the letter written regarding to this has not been replied to but this may be due to them awaiting planning permission.

2017/2984: 6 Owl Drive: loft conversion with front and rear dormers – no objections.

2017/2981: 34 Minnow Way: single storey extension to the rear and loft conversion - no objections.

### **10.0 Correspondence requiring consideration.**

- Letter/email from Cricket Club – payment for the 2016 session has been paid and they will notify MPC about the 2017 session once they know what is happening with the youth team.
- Norfolk ALC – update on SAAA Ltd and audit provision for the financial year commencing 01.04.17.
- Telephone message – asking to graze sheep on the land at the Meadows. It was concluded that this would not be possible due to the area being used by dog walkers and it would not be possible to create a fenced enclosure for the livestock.
- Letter/email from Pageantmaster – beacons will be lit at 7pm on Tuesday 11<sup>th</sup> November 2018 as part of the 100 years of remembrance Battle's Over – A Nation's Tribute event. Parish Councils are invited to be involved. Councillors decided that this was something that MPC wished to be involved with and would register their involvement before the end of March 2017
- Letter/email relating to previous project handed out for information.

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

Cllr Aldous raised a discussion about the verge opposite that Co-op that has been damaged by vehicles using it as a "short cut". It was agreed that Cllr Leigh would cost for a rail to be installed similar to that on the old Hopkins development and Cllr Aldous would contact NCC Highways to advise of plan.

Cllr Sewell raised a discussion about the car park outside the One Stop shop. It was agreed that the land was under private ownership and therefore the owner's responsibility to maintain particularly in bad weather. MPC would write to advise them of their responsibility.

Cllr Leigh reported that a working party was planned for Saturday morning to start refurbishment of the cableway at the Meadows. It was confirmed that a safety inspection would need to be booked for after the work is completed and before it is put back into use.

Cllr Leigh reported that he would follow up with the electrical contractor with regards to the lights and the smart card meter on the hardcourt area and would be getting the paint ready for when the weather was suitable for painting the skate park.

Cllr Leigh reported that no issues had been raised by or about the ParkRun.

Cllr Sewell raised a concern about the "additions" that were being made on the skate park by the users and whilst their creativity was admired MPC needs to discourage and remove these items when conducting checks or litter picking.

Cllr Leigh noted that the front car park is shortly going to need some attention and would raise this with Helen Sibley at SNC.

Cllrs Leigh and Aldous reported that they will be reviewing the five year management plan of the Common that the Common's Steering Committee had produced to see where and how things stood and make suggestions for work to be completed in the coming year/s.

**12.0 To receive any items for inclusion on the next agenda.**

No councillor had a present any items to be added onto the next agenda.

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

In response to a clarification question from the public, Cllr Leigh apologised for the delay in bringing online the floodlights on the hardcourt area due to the additional requirement to replace some of the lights and sort out the wiring; MPC had previously advised a date of late January because of the need to have a metre certified.

Following a discussion about branches needing cutting at the Swamp allotment site and suggestions for the how to clean the water tanks at both allotment sites, Cllr Leek agreed to contact MALGA and arrange for this work to be completed.

There being no further business the meeting closed at 8:45pm.

The next meeting will take place on Monday 6th February 2016.

## Payments for December 2016

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
300438	Harry Stebbing Workshop	2 x bridle path signs	513.00	102.60	615.60
300439	Mulbarton Peacocks Preschool	Loan	5000.00		5000.00
300440	Norse Eastern Ltd	October grounds maintenance	832.22	166.44	998.66
300441	Mulbarton Words Week	Grant for 2017 event	120.00		120.00
300442	Anglian Water	Allotments – the Swamp	28.50		28.50
300443	HMRC	PAYE	288.36		288.36
300444	A Phillips	Salary	767.34		767.34
300445	A Phillips	Expenses – stamps & leaflet holders	23.32		23.32
300446	Anglian water	Allotment – the Meadows	20.12		20.12
300447	DJ Ireland Groundwork & Paving Services	Installation of bridle path signs	100.00	20.00	120.00
		<b>Total for month:</b>	<b>7692.86</b>	<b>289.04</b>	<b>7981.90</b>