

## MULBARTON PARISH COUNCIL

Minutes of the Annual General Meeting and Ordinary Parish Council Meeting held at

8.45pm on Monday 8<sup>th</sup> May 2017

Councillors present:-

Peter Leigh    Beverley Leek    Richard Tucker    Derek Aldous    Steve Sewell

Adam Banham    Emma Reeve

**1.0 To elect chairman for the year.**

Cllr Sewell proposed Cllr Leigh as Chairman of the Council for the forthcoming year; this was seconded by Cllr Banham. The vote was unanimous and Cllr Leigh completed the requisite paperwork.

**2.0 To elect vice chairman for the year.**

Cllr Tucker proposed Cllr Leek as Vice-Chairman of the Council for the forthcoming year; this was seconded by Cllr Reeve. The vote was unanimous and Cllr Leek completed the requisite paperwork.

**3.0 To agree liaison officers/subcommittees.**

Following discussion it was agreed that the following liaison officer changes would be implemented:

Planning: to include Cllr Leigh

Play areas: to include Cllr Reeve, specifically looking at the Village Hall site

Police: Cllrs Banham and Tucker would replace Cllrs Leigh and Leek

Village Hall: no liaison officer at present; to be reviewed at a later date.

**4.0 To close the annual general meeting and open the first public session of the ordinary Parish Council meeting.**

Cllr Leigh closed the annual general meeting and opened the first public session of the ordinary Parish Council meeting.

**5.0 First Public Session.**

**5.1 Police Report – Cllr feedback from open evening held at Police Headquarters.**

Cllr Aldous presented the following report to the Councils: *“Cllr Leigh and I attended a Street Surgery in Newton Flotman on Monday 27<sup>th</sup> March at 10am and gave advance notice of our concerns of MPC.*

*Cllr Tucker and myself then attended the Open Evening meeting on Tuesday 4<sup>th</sup> April at Police HQ in Wymondham.*

*We raised the point about the size of our financial contribution and the stopping of local support – existing co-operation with the parish council has effectively been withdrawn.*

*The point was also made that statistics are no longer of any use, and that the financial savings from not attending the Parish Council meetings is very small compared to our £275,000 per year contribution.*

*Other councils apparently have no problem with these changes.*

*Policing activities take place in response to incidents, and are not related to town or parish areas in any meaningful way. This is an order from the top, and the staff that we met have no authority to do anything different until the next change of policy occurs.*

*In other respects, the evening was a very impressive demonstration of police capabilities, for which we should be appreciative.*

*I have copies of the presentation if anyone is interested.*

*The next Street Surgery in Mulbarton is on 24<sup>th</sup> June at 2pm at One Stop Shop.”*

Cllr Tucker reported that it had been a very interesting evening where the following had been discussed: limited resources and how they were deployed; PCSO numbers had been reduced from 14 to 5; lines of communication now that there is no PCSO representation at meetings is via street surgeries, 101 and email; HomeWatch is now obsolete; SAM 2 machines are available with up to 50% funding; respect zones and multiagency working with Officers being based at SNC.

Following discussion it was agreed that all concerns that used to be raised to the PCSO need to be reported through the correct channels so that they are counted in the statistics going forward.

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

Cllrs Legg and Foulger were not in attendance as they had previously reported at the Annual Parish Meeting and were currently observing purdah.

## **5.3 Public Session**

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

## **6.0 To close the meeting to public participation.**

Cllr Leigh closed the meeting to public participation and formally started the Parish Council meeting.

## **7.0 To receive and consider apologies for absence.**

All Cllrs were in attendance.

## **8.0 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.

### **9.0 To confirm and sign the minutes of the Parish Council Meeting held on 3<sup>rd</sup> April 2017.**

The minutes of the meeting held on 3<sup>rd</sup> April 2017 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek and seconding by Cllr Sewell.

### **10.0 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 Reeve and seconding by Cllr Banham all payments were duly passed. A copy of payments is attached to these minutes.

### **10.1 To approve opening of RBS current account and closing of N&P current account.**

Cllr Leigh proposed that a Business Current Account be opened with The Royal Bank of Scotland plc. As part of that proposal Cllr Leigh explained that all Cllrs were required to agree to the banks Terms of the Business Current Account which they had been provided with in advance of the meeting to read and understand. This was seconded by Cllr Reeve, and it was unanimously agreed by a vote of 7 in favour that the completed application form be signed on behalf of MPC.

Following discussion the Council decided that it did not want the Bank to accept any instruction except those that are in writing and signed by two designated signatory councillors.

### **10.2 To approve nominated signatories for new account.**

Following proposal by Cllr Banham and seconding by Cllr Reeve it was unanimously agreed that the following councillors would be designated signatories for the new current account: Cllr Peter Leigh, Cllr Beverley Leek, Cllr Richard Tucker and Cllr Steven Sewell.

### **10.3 Authorisation of financial support for revised parachute event.**

Cllr Aldous declared an interest in this item and precluded himself from any discussion of this item or any vote.

Following discussion it was proposed by Cllr Tucker and seconded by Cllr Leigh that the Church would need to submit a grant application for the £102 that they wished for in support of their event as it is in aid of the church font restoration fund and not a community fund raising activity that was originally discussed. The voting was 6 in favour with one abstention due to declaration of interest.

### **11.0 Request from Football Club to install spectator stand and relocate dugouts.**

Following discussion it was proposed by Cllr Leigh that based on the following two conditions:

- i. Receipt of statement from the Football Club confirming that there are no underground services beneath the proposed slab and
- ii. Confirmation from the Football Club that they would have no claim against MPC if the area had to be excavated in order to carry out repairs to the floodlights or any other utility supply and that this would be written into the new lease

then the Football Club's request should be approved; this was seconded by Cllr Leek and unanimously agreed.

### **12.0 To approve appointment of contractor for annual play area safety inspection.**

Cllr Leigh reported that as the zip wire refurbishment had now been completed, and considering that the equipment needed to be inspected it would be prudent to bring forward the annual play safety inspection to save incurring two charges; the Clerk is waiting for a quote from last year's contractor. Following discussion it was agreed that if this quote was within tolerance of previous quotes it should be accepted and the inspection booked in.

### **13.0 To approve construction of base and purchase of storage unit for the hard court area.**

Following discussion it was proposed by Cllr Leigh and seconded by Cllr Banham that a budget of £1000 for a hard-core base and 8 x 6 ft shed be approved. This was unanimously agreed. Cllr Leigh to arrange contractor for base and ordering of shed.

### **13.1 To approve a booking and payment system.**

Following discussion of the wide range of different online products being available, it was agreed that Cllr Tucker will continue investigating options to narrow the search down for the Council to agree on. Cllr Leigh will contact a local coach to see if they can recommend a product.

### **13.2 To discuss maintenance contract for hard court area.**

Following review of the quote for a five year maintenance contract it was decided to carry this item to the next meeting pending a response from the contract regarding questions raised about the work scope.

### **14.0 CPRE housing allocation support request.**

Cllr Banham declared an interest in this item and precluded himself from any discussion of this item or any vote.

Following proposal from Cllr Leigh and seconding by Cllr Aldous it was agreed by a vote of 6 in favour with one abstention, that MPC would sign the pledge supporting CPRE in its campaign aimed at ensuring that no new sites are allocated for housing building in revised local plans to 2036 until all existing allocations in current core strategies have been developed.

### **15.0 To consider planning applications.**

2017/0822: Land north of East Carleton Road, Mulbarton – residential development for four dwellings with associated access. Application type: outline.

Cllrs Sewell and Leigh will formulate a response on behalf of MPC taking into consideration comments raised when outline planning was submitted last year for six dwellings (2016/1775) that was subsequently withdrawn.

Following discussion about the proposals for the junction of the B1113 and A140 it was confirmed that no planning application has yet been submitted for review.

### **16.0 Correspondence requiring consideration.**

- Email from Richard Bacon inviting Cllrs to a “how should Norfolk grow?” housing conference in June – Cllr Leigh will be attending.
- Invitation from CPRE to attend their Norfolk campaign alliance meeting on 19 July – Cllr Aldous will be attending.
- Email from Cricket Club – thanking MPC for their support and confirming that they will continue to pay for the extra grass cuts this year in an attempt to keep the club viable. As previously stated the Club is struggling to recruit coaches and backroom support.
- Email from Football Club advising that ground works on Mulberry Park, previously approved by MPC, will be being started during w/c 5 June.

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

Following review and discussion of the outstanding works list, it was agreed that the following needed to be added: mast and rail opposite Co-op; it was agreed to review this list at the next meeting to monitor progress of outstanding works.

Following discussion and review of quotes obtained by Cllr Leigh it was unanimously agreed that Cllr Leigh should hire a generator to start the phone box refurbishment if a neighbouring parish was unable to loan theirs to MPC. The generator is needed as there is no local power supply available to power the tools needed.

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

- Approval to pay Anglian Water invoices by DD
- Hard court maintenance
- Outstanding works – review of progress and plan activities.

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

In response to an enquiry from a representative of the Scouts regarding the gravel part of the car park, Cllr Leigh confirmed that this matter was on the outstanding work list.

A member of the public raised a question concerning the Rich’s Trust – Cllr Leigh explained that this enquiry needed to go to the Rich’s Trust committee as it is separate entity to MPC.

There being no further business the meeting closed at 10.05pm

The next meeting will take place on Monday 5<sup>th</sup> June.

## Payments for April 2017

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
300473	Back to Lab Ltd	Skate park paint	1034.72	206.94	1241.66
300474	Abate Ltd	Pest Control	122.00	24.40	146.40
300475	Marina Carter	Village Website – management & support	120.00		120.00
300476	HMRC	PAYE	149.45		149.45
300477	A Phillips	Salary	564.30		564.30
300478	A Phillips	Expenses	81.62	15.42	97.04
300479	P Leigh	Expenses	164.91	23.00	187.91
300480	B Leek	Expenses	80.53	9.11	89.64
371401	Ribbonsdale Nurseries	Grounds maintenance - April	1043.57	208.71	1252.28
371402	Colorcote	Powder coating of zip wire parts	310.00	62.00	372.00
		<b>Total for month:</b>	<b>3671.10</b>	<b>549.58</b>	<b>4220.68</b>