

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 8th January 2018

Councillors present:-

Peter Leigh Beverley Leek Steve Sewell Adam Banham Derek Aldous

First Public Session.**1.1 District and County Councillors' Report**

Cllr Leigh reported that District Cllr Legg was attending the Parish Council meeting at Bracon Ash and then would be in attendance this evening. Apologies were received from District and County Councillor Colin Foulger.

1.2 Public Session

A resident advised that they had reported the pot hole on the B1113 which has now been coned off by Highways and that they could recommend the Highway's website online reporting site to all as their report had been actioned promptly.

In response to a comment about the access road to the village hall, Cllr Leigh read out an email that had been received from SNC's Head of Environmental Services: *"In terms of the Council's role in the establishment and maintenance of the car park we do not own the land on which it is sited. The land has a known owner albeit it is legally established common land. The Council does have powers to undertake works but not an absolute duty under commons legislation. We are looking at our role and are hoping to have a conversation with adjacent landowners who have the benefit of the car parks around the common to seek funding for a local solution."*

During discussion Cllr Leigh reported that the Parish Council has spent £ 4,500 on the access road in the last 4 years and £31,000 on the car park areas in total over the same period. A local contractor has been asked to quote for repairs on the access road but these have not yet been received.

A resident suggested that users should be charged for parking on the site; following discussion this was not considered feasible due to running costs and the ability to enforce such a scheme.

Following further discussion the residents in attendance suggested that the way forward was to set up a working party to complete the work with materials supplied by MPC.

Cllr Leek in response to comments concerning transparency of communications stated the Parish Council's minutes and financial reports are on the website. Cllr Leigh stated, in response to comments made on social media over the weekend, MPC would not be using social media and as a body corporate MPC is limited by statute and comments have to be made as such and not by individuals.

Cllr Leigh noted that SNC have had quotes for the car park access repairs for the last three or four months.

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 were received from Cllrs Tucker and Reeve.

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

Cllr Banham declared an interest in any matters relating to planning and agenda item 6.4.

Cllr Aldous declared an interest in agenda item 6.3.

5.0 To confirm and sign the minutes of the Parish Council Meeting held on 4th December 2017.

The minutes of the ordinary meeting held on 4th December 2017 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek 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 Sewell 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 budget for 2018/19.

Following proposal by Cllr Leigh and seconding by Cllr Sewell it was unanimously agreed to approve the budget for 2018/19.

6.2 To set and approve 2018/19 precept

During discussion it was reported that the tax base for 2018/19 has risen by 46; third party funding is being maximised and administration costs are considerably lower than in the past. MPC did not receive any S106 money for Oakley Park; the school should have benefit from this development as the money was paid to the Local Education Authority. Following discussion Cllr Aldous proposed that the precept should be set at a level that did not change the Band D council tax figure set for 2017/18 of £39.22; this was seconded by Cllr Sewell and the vote was four in favour and one against.

6.3 Grant application from the Church to automate the clock and bells.

Cllr Leigh reported that a revised quote has been received which is £60 higher than 18 months ago and that the generous offer by a local resident to contribute 50% towards costs was still on offer. Following discussions, Cllr Banham proposed that the quote be accepted and the work completed, this was seconded by Cllr Sewell and unanimously agreed.

6.4 Review of quote for tree work on Wild Radish Close/Primrose Close

Cllr Leek reported that the tree in question is on MPC land and that she has spoken to the resident whose property is affected by it and a tree surgeon who has quote £150 plus VAT to fell it to ground level and remove from site. Following proposal by Cllr Leek, seconding by Cllr Sewell it was unanimously agreed to accept the quote and complete the work as specified.

6.5 Review of quotes for work around village.

Cllr Leigh reported that quotes had not been received in time for this meeting.

7.0 Review and approval of Council's Standing Orders and major documents.

Cllr Leigh reported that there was a statutory requirement to annually review the Parish Council's policies and documents. Following review it was noted that document 2.1: Clerk's job description and Document 19: Data Protection policy would probably need to be updated in April prior to the General Data Protection Regulations coming into operation. It was also agreed that Document 15: Terms of Reference – Planning Review Group should be updated to include the Neighbourhood Plan. Cllr Leigh proposed that all documentations, with above caveats be accepted, this was seconded by Cllr Leek and unanimously agreed.

8.0 To approve date for the 2018 Annual Parish meeting.

Following discussion it was unanimously agreed to hold the annual parish meeting on Monday 14th May 2018 at 7pm; this meeting will be followed by the Parish Council's AGM and ordinary meeting.

9.0 Update on CCTV upgrading.

Following discussion it was unanimously agreed that Cllrs Leigh and Sewell should be given delegated authority to review the work scope quoted for and move this project forward.

10.0 Lanpro proposal for land north of Mulbarton

Cllr Leigh announced that he would adjourned the Parish Council meeting to allow public participation on this agenda item with a maximum of 20 minutes being allowed.

MEETING ADJOURNED

During discussion it was noted that some residents had still not received a leaflet regarding the consultation.

A resident commented that he believed that the development would eventually happen and hoped that MPC would get the best deal; also that the current infrastructure can't support 200 plus new house and questioned what the village would get out of the development apart from a new roundabout.

Cllr Leigh acknowledged that there had been lots of correspondence in opposition to the development although it was still early days regarding the proposal. Cllr Aldous stated that this

appeared to be an initial application looking for approval in principle, and may not necessarily be representative of what the village would actually get.

Cllr Leigh stated that the decision was not MPC's but SNC's Planning Department and that lessons had been learnt from previous developments; he also commented that the village had been a building site for 15 years and the increase in population numbers was already having an effect on Doctor's appointment waiting time that are now between 4 to 6 weeks.

Cllr Sewell reported that as the village has a Neighbourhood Plan any CIL payments would be at a rate of 25%.

It was discussed that neighbouring parishes, Bracon Ash & Swarsdeston, have been in contact with MPC and would support the formation of an action group. It was noted that these parishes have not been leaflet dropped or formally notified. For planning purposes, SNC combine Mulbarton & Bracon Ash together; Mulbarton has already committed to 180 houses and Bracon Ash 23.

It was discussed that if the Hornsea project goes ahead there will be 100 plus construction lorries using the B1113 on a daily basis; plans for Mangreen are being resurrected as are those for an industrial hub at Keswick. It was noted that a roundabout, as proposed in the consultation, dealing with 100 construction lorries would gridlock the village.

The Neighbourhood Plan and Joint Core Strategy were discussed and it was confirmed that under current planning law the Neighbourhood Plan has to be taken into consideration; the Lanpro proposal is speculative at present and is outside the development boundary.

It was agreed that MPC would add details of the Greater Norwich Local Plan (GNLP) consultation to their website.

Cllr Leigh introduced Cllr Legg, upon his arrival. Cllr Legg reported that SNC 's Greater Norwich Local Plan's public consultation is now open and runs until the end of March though there is no proposal to publish this until June 2019. He added that SNC's general idea was to add to the current local plan which would take them up to 2036 and that taking into account housing needs, employment and land they are estimating that 43,000 homes were need by 2036 with 35,000 already in the pipeline. Sharing this additional need with Norwich City and Broadland, SNC would be looking at an additional 7,200 homes. He also noted that there is pressure on SNC to take more than its share of the additional homes forecasted.

It was discussed that two new villages had been mooted: Honingham and between Hethel and Wymondham with the additional need then spread throughout villages in SNC villages. Cllr Legg concluded that residents should and could find out more on the GNLP website.

MEETING RESUMED

11.0 To consider any planning applications.

2017/2919: Richmond Lodge – demolition of existing therapy and integration room. Erection of new replacement therapy and integration room for alternative living accommodation. (revised application to previously approved 2017/2312). It was unanimously agreed that MPC had no objections and that neighbouring properties had a right to submit their own comments if necessary.

2017/2923: 5 Southern Reach – rear extension with dormers. It was unanimously agreed that MPC had no objections and that neighbouring properties had a right to submit their own comments if necessary.

2018/0016: 26 Catmere Herne – single and two storey extension. This application was received today; Cllr Sewell will review the details prior to the closing date for comments and advise as necessary.

12.0 Correspondence requiring consideration.

Email from Arqiva – Cllr Aldous reported that the current lease is with EE and Arqiva are trying to take it over from them; as previously stated MPC see no advantage in reassigning the lease to another company. It was unanimously agreed that Cllrs Aldous and Leigh should continue to have designated authority to deal with Arqiva.

13.0 Sub-committee/liaison officer reports.

Cllr Leek reported that the Jubilee Gardens have had a tidy up, there are no current issues with the allotment sites and the play areas are pending some repairs as documented on the outstanding works list.

Cllr Leigh reported that the installation of the replacement swing beam on the Common had been delayed due to the recent weather conditions. Once replaced the swings would need to be inspected by an approved contractor before they can be put back into use.

Cllr Leigh reported that the replacement parts for the village sign light have been received and the work will be completed in the next few days.

Cllr Leigh reported that the brambles on the Common had been cut back, the bridle path has been moved and the refurbish work to the entrance onto the Common from Birchfield has been completed.

Cllr Leigh reported that the fencing repairs on the MUGA would start next week, the play area floodlight has now been connected and lines for around the basketball hoop will be completed once weather conditions are favourable.

Cllr Leigh reported that the MUGA is being used on a Monday for Tennis and the Football Club are using it on a Tuesday and Wednesday, so there are still four evenings available if anyone wants to book it. The Meadows play area still has a mole problem that the contractor is dealing with; the grass in this area will be more frequently cut in the coming season and paths ways will be rolled during the spring to improve the area.

13.1 Review of outstanding works list.

The outstanding list was reviewed and it was acknowledged that the main tasks have been completed with the exception of the lease for Mulberry Park. Cllr Aldous asked for the bus stop opposite the Co-op to be added as the roof needs repointing and the inside cleaned out.

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

- Lanpro
- Keep Britain Tidy campaign

15.0 To adjourn the meeting for the 2nd public session.

In response to a question as to whether the Welcome Book was still available for new residents, Cllr Leigh explained that it was now available electronically from the MPC website though hardcopies could be obtained from the Parish Office. The book is no longer delivered to new residents but is available at the Welcome afternoons that the Church organises; of which there have been three to date. A resident praised the village website that is managed by Mrs Carter.

The ParkRun director raised the issue that she was unhappy with the comments that had been directed at herself and her team on social media over the weekend. Cllr Leigh stated that the land at the village hall is for all the community and that issues should be raised through the correct channels and in a mindful and respectful way.

There being no further business the meeting closed at 9.05pm.

The next meeting will take place on Monday 5th February 2018 @7.30 pm

Payments for December 2017

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
102367	MVHMC	Quarterly remittance for floodlight electric	30.00		30.00
102368	Smith of Derby	Clock Maintenance	150.00	30.00	180.00
102369	DJ Ireland Groundworks & Paving Services	MUGA shed and court ramps	400.00	80.00	480.00
102370	Wicksteed Playgrounds	Swing parts	165.57	33.11	198.68
102371	D Aldous	Expenses – mileage	9.00		9.00
102372	A Phillips	Expenses – mileage and office supplies	21.30	1.67	22.67
102373	A Phillips	Salary	580.60		580.60
102374	HMRC	PAYE	160.69		160.69
102375	Ribbonsdale Nurseries	2 days Common clearing ½ day Jubilee Garden tidy up	500.00	100.00	600.00
		Total for month:	2017.16	244.78	2261.94