

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 4th June 2018

Councillors present:-

Peter Leigh Derek Aldous Adam Banham Richard Tucker Steve Sewell

First Public Session.

1.1 District and County Councillors' Report

Cllr Leigh reported that County and District councillor Foulger had sent his apologies for not being able to attend this evening.

Cllr Legg reported that as many would already be aware South Norfolk Council (SNC) and Broadland District Council are in discussions to possibly combine some services; there are no intentions to combine the two Councils. The Chief Executive of SNC is planning on leaving in March 2019 and Broadland Council's Chief Executive is coming up to retirement so there may be an opportunity for the Councils to combine these roles and make a saving. They are looking at combining the planning departments, partly due to the difficulties of recruiting qualified people; a decision may be made on this in July.

1.2 Public Session

No members of the public wish 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 were received from Cllrs Leek 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.

5.0 To confirm and sign the minutes of the AGM and ordinary Parish Council Meeting held on 14^h May 2018.

The minutes of the AGM and ordinary meeting held on 14th May 2018 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Sewell 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. Copies of the latest financial summary were also handed out. Following proposal by Cllr Banham and seconding by Cllr Aldous all payments were duly passed. A copy of payments is attached to these minutes.

Cllr Leigh reported that all main sources of revenue for the year have been received and costings for CCTV would be discussed at the next meeting. It was noted that there will be a charge for the BT/OpenReach call out a couple of weeks ago as the fault was due to damage to the line coming into the Village Hall.

6.1 To review pest control contract for the year commencing October 2018.

This item was deferred until the next meeting due to quotes not being received in time, this decision will not impact any notice period on the current provide if the decision is taken not to renew.

6.2 To approve flowers for internal auditor.

Following proposal by Cllr Sewell and seconding by Cllr Tucker it was unanimously agreed to send flowers to the internal auditor for completing the internal audit.

6.3 review of budget for traffic monitoring, surveys and subsequent reports.

Cllr Leigh proposed that MPC should engage a professional to go over the reports and that budget earmarked for the provision of a Data Protection Officer, that is no longer needed, should be used to cover this expense. This was seconded by Cllr Sewell and unanimously agreed.

7.0 Update on additional play equipment at the Meadows and grant application.

Cllr Leigh reported that SNC had declined to approve MPCs grant application on the grounds that it was unviable. DET the organisation that manages the LeFarge/Tarmac grant fund had requested some extra details in regards to MPCs submit application, this information has now been supplied and outcome should be known in August. It was noted that DET requested the start of the work to be delayed until September 2018.

8.0 Request from the Football Club to site a container on Orchard Park for refreshment sales.

During discussion it was questioned why the Football Club aren't using the tea hut that they already have on Mulberry Park, it was used during their fund raising weekend so it obviously in a functioning condition. It was also questioned why they don't make use of the Social Club's facilities that include a full kitchen. Concerns have been raised by Blakeys about the Football Club operating a hut for refreshments on a Saturday, although a Club representative has stated that they will only offer their facilities on a Sunday. Concerns were raised regarding compliance with licensing legislation in regards to what would be sold. It was raised if the current storage situation on Orchard Park needs

to be reviewed and would another container encourage a “container village” on the site. It was unanimously agreed to defer this item to the next meeting to enable MPC to gain some clarification and reassurance from the Football Club with regards to the points previously raised.

In response to a question about what happened to the Football Clubs plans for a stand, for which they were given permission last year by MPC to erect and that they have not yet done so, Cllr Leigh reported that work was due to commence this week according to the last correspondence received.

It was noted that Football Club’s fund raising weekend had raised over £11,000 for the Club and appeared to have been well attended.

9.0 To discuss response to SNC Planning Policy consultation – Open Space SPD.

Following discussion it was unanimously agreed that MPC’s views had not changed since the initial consultation document (Guidelines for Recreational Provision in New Residential Developments Supplementary Planning Document) was published and that there was nothing to be gained by MPC in taking on these additional areas with limited financial support. If the policy is adopted by SNC, MPC does not have to agree to take on additional areas, instead SNC would have to arrange for a management company to manage and maintain them.

10.0 To discuss response to SNC residents parking scheme.

Following discussion it was unanimously agreed that the financial cost of supporting SNC in investigation such a scheme for and in the village were outweighed by the practicalities of maintaining, monitoring and enforcing such a scheme. Introducing a permit parking scheme was not considered to be a practical solution to the parking problems that the village has i.e. School drop off/pick up times and incidences of inconsiderate parking on pavements.

11.0 Planning application 2018/0872: land East of Norwich Road, Mulbarton.

Cllr Leigh handed round a draft response for consideration after all Cllrs agreed that MPC should object to the plans as this represented the views of the majority in the village as can be seen by the number of objections on SNC’s planning portal. The draft objection document was discussed and agreed. Cllr Leigh reported that neighbouring Parish Councils have also submitted responses objecting to the planning application and it is not known what the Planning Officers recommendations are likely to be to the Planning Committee meeting that is scheduled for 18th July; comments can be submitted up to 24hrs before the Committee meet.

11.1 Planning application 2018/1064: change of use and extension of existing dwelling to residential care home.

Cllr Sewell handed round a draft response for consideration in response to this planning application. During discussion it was acknowledged that although the Cllrs could see a need for this type of proposal the location of the property raised a number of concerns and that MPC would submit an objection on this basis.

11.2 To consider any planning applications.

2018/1120: 43 Sowdlefield Walk, NR14 8GP: Single storey extension. It was unanimously agreed that MPC had no objections and that neighbouring properties had a right to submit their own comments if necessary.

2018/1153: 3 Oatfield Chase, NR14 8GU: Garden room to rear (revised). It was unanimously agreed that MPC had no objections and that neighbouring properties had a right to submit their own comments if necessary.

2018/1224: The Old Hall, The Common, NR14 8JS: Remove and replace 26 windows, 1 door and frame. Change colour of external walls and woodwork. It was unanimously agreed that MPC had no objections and that neighbouring properties had a right to submit their own comments if necessary.

12.0 Correspondence requiring consideration

- Letter received from owner of property neighbouring the Swamp allotment site. Cllr Leigh reported that he has visited the area last Saturday and noted that the wall between the properties and also the house wall seem to have little or no mortar in them and there lots of cracks in the house structure. This damage is not being caused by traffic going into the Swamp allotment parking area but he will revisit the site. A response to the property owner has been sent and all allotment holders have also been written to.
- Email from SNC: Interim polling districts and polling places review 2018 commences on 4 June 2018 and end 3 July 2018. The Clerk will add the link to MPC's website

13.0 Sub-committee/liaison officer reports.

Cllr Leigh reported that the annual MUGA clean/maintenance visit has been completed by the contractor and he was pleased to report that the week control measures taken recently were 100% successful. The trees boarding one side of the area have been reduced in height so the area is more open and should help maintain the MUGA. The contractor will be painting the basketball lines next week.

Cllr Leigh reported that the dog bin that had been destroyed by arson had been removed and the new bin installed.

Cllr Leigh confirmed details for the working party on Wednesday to repair the roundabout at the Meadows and also reported how disappointed he was that the foam that had been put into the potential finger entrapments on the skate park ramps had been dug out by someone within a day of the work being completed.

Cllr Leigh reported that the damaged No Exit sign had been re-installed at the surgery/school carpark and whilst there he had moved the gravel from the road and put it back into the car park to fill in the pothole. He suggest that as a gesture of goodwill MPC could supply one load of gravel to top of the car park at an estimated cost of £250; all Cllrs agreed that this should be done.

Cllr Leigh reported that he has contacted SNC, again, about the allotments at Oakley Park and when they will be handed over to MPC. He is still awaiting a response.

Cllr Tucker reported that he and Cllrs Leek and Reeve have started to review and update the Child Protection Policy; once a draft document is ready it will be added to an agenda for full discussion.

13.1 Review of outstanding works list.

An update list was handed out for review.

Cllr Leigh suggested that the metal work on the swings at the back of the village hall could do with a clean-up and repaint; the paint left over from the phone box would be suitable for this task. All Cllrs agreed with this suggestion.

Cllr Leigh reported that the north end of the Meadows reverts back to SNC from 1st July, so prior to this date he will arrange for the MPC signs to be removed. It was agreed that photographs should be taken of the area to confirm the area was handed back in a good condition.

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

- Pest control contract for the Meadows play area.
- Installation of additional equipment at the Meadows area based on DET grant response.
- CCTV

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

Cllr Leigh formally closed the Parish Council meeting and opened up the second public session.

In response to a comment regarding the letter sent to Swamp allotment holders, Cllr Leigh ask tenants not to take it personally but the situation did need to be managed.

There being no further business the meeting closed at 8.26pm

The next meeting will take place on Monday 2nd July 2018.

Payments for May 2018

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
102426	Norfolk ALC	2018/19 Subscription	544.60		544.60
102427	Richard Jackson Ltd	Traffic monitoring/appraisal	550.00	110.00	660.00
102428	Advanced Transport Research Ltd	Traffic monitoring	590.00	118.00	708.00
102429	Saunders Tree Contractors Ltd	Fell and remove tree at Primrose Close	300.00	60.00	360.00
102431	Crook Powerwashing	Annual MUGA maintenance	300.00		300.00
102432	Ribbonsdale Nurseries	Monthly grounds maintenance	1017.49	203.49	1220.98
102433	P Leigh	Expenses	179.27	35.86	215.13
102434	A Phillips	Expenses	58.22	6.43	64.65
102435	A Phillips	Salary	684.21		684.21
102436	HMRC	PAYE	223.15		223.15
		Total for month:	4446.94	533.78	4980.72