

## MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 3<sup>rd</sup> September 2018

Councillors present:-

Peter Leigh Derek Aldous Adam Banham Emma Reeve Beverley Leek Richard Tucker

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

County & District Cllr Foulger reported that August was a quiet month for the County Council with no senior committee meetings being held; they start again tomorrow. Cllr Foulger reported that there were no updates regarding the wind farm and it is still not known if it will be AC or DC; depending on which the height of the building may be 25m or 10m. Cllr Foulger reported that Norfolk County Council would be resisting the proposal by the Police & Crime Commissioner (PCC) to take over the Fire Service as they do not believe there is fully justifiable case.

Cllr Leigh reported that there had been numerous incidents in the village recently of arson, break ins and ASB, that have caused thousands of pounds worth of damage and he too felt that the PCC should concentrate on the Police Service.

District Cllr Legg reported that he didn't have much to report as August was also a quiet month for SNC. SNC with Broadland Council has advertised for the position of a Managing Director and interviews will be conducted at the end of the month. Cllr Legg raised concerns about the lack of Police interest/response towards incidents of ASB etc. and discussed raising his concerns at a higher level within the Constabulary.

Cllr Leigh reported that Mulbarton pays c£270,000 in police precept, and that this figure has continued to increase over the last five to seven years.

**1.2 Public Session**

A member of public asked if they could move a memorial bench from Mulberry Park to Orchard Park. Following discussion it was believed that this request had previously been approved and that the Clerk would check and correspond with the requester.

A member of the public reported that they felt that more thought and attention was needed in respect of Mulbarton's pavements and that they required more than "window dressing" to make them safe for wheelchair users. Cllr Leigh reported that the roads are not wide enough for the traffic that they have to deal with, so the pavements and paths around the village are being damaged. The resident reported that they had today noted, that prior to their first thought that there were only two access routes onto the Common, they had noticed this evening a further two but were concerned if they would be wide enough for a wheelchair. Cllr Leigh reported that the two refurbished access points had been constructed with type 1 hard-core and the wooden posts are 1.1m apart to stop vehicle access onto the common but should be wide enough for a wheelchair as they could accommodate a double buggy/pram.

A member of the public asked if the recent incidents in the village had been logged individually by the Police or altogether. Cllr Leigh reported that they had been logged as one crime number. During

discussion it was noted that this had happened as it had been necessary to report the incidents and although there were lots of postings on social media no one was reporting any incidents. It was noted that a local resident had posted on social media the contact numbers and website links for the Police and Crime Stoppers. Cllr Leigh reported that the Football Club had reported their incident separately.

In response to a question about when the verge around The Common would be strimmed, Cllr Leigh reported that it would during/towards the end of this month (September).

In response to a question about the yellow lines on Birchfield, Cllr Leigh reported that the Highways Engineer is on holiday until 6<sup>th</sup> and then he would follow this up.

## **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 Cllr Sewell.

## **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 ordinary Parish Council Meeting held on 6<sup>th</sup> August 2018**

The minutes of the ordinary meeting held on 6<sup>th</sup> August 2018 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Reeve and seconding by Cllr Leek. Cllr Tucker abstained from the vote as he was not at the meeting.

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

Cllr Leigh thanked Cllr Foulger and Legg for their grants towards pickleball cost.

## **6.1 Completion of the limited assurance review for the year ended 31 March 2018**

Cllr Leigh reported that the limited assurance review had been concluded and that the external auditors had raised no concerns or noted any other matters to draw to MPC's attention. The relevant documents will now be published on the website and notice boards in line with statutory regulations.

### **6.2 Approval of cost for contribution towards replacement defibrillator battery**

Cllr Leigh reported that following last month's meeting when MPC approved a request to contribute towards a third of the cost of a new battery that the VHMC and Social Club had agreed to meet the rest of the cost. A provisional cost has been provided of £80 to £85.00. Cllr Leigh proposed that when an invoice is received that MPC pay one third of the cost to a maximum value of £30.00; this was seconded by Cllr Leek and unanimously approved.

### **6.3 Review of quotes and appointment of contract for poppy cake (MPC contribution towards village Remembrance Day event)**

Following a review of the quotes, Cllr Leigh proposed that Contractor 1 should be awarded the contract; this was seconded by Cllr Tucker and unanimously approved. Cllr Leigh thanked Cllrs Leek and Reeve's for their work on obtaining the quotes.

### **7.0 Feedback on Pickleball and approval to order additional equipment and line marking**

Cllr Leigh reported that since the last meeting he was pleased to announce that a £300 SNC Go for It Grant from SNC had been awarded to MPC in addition to the £600 grants from Cllr Foulger and Legg.

Cllr Leigh reported that the pickleball launch event although very wet did attract some players and last Thursday first session attracted seven youngsters. The coach also had an open play session on Sunday (2<sup>nd</sup> September).

As a result of the grant awarding, since the last meeting, Cllr Leigh proposed that approval be given to increase pickleball provision to four courts and for the order the second level of equipment be placed once interest was established in the near future. This was seconded by Cllr Banham and unanimously approved.

### **8.0 Review and approval of costs to employ third party security contractor**

Following discussion, Cllr Leigh proposed that he and Cllr Tucker be given delegated authority to review quotes and in the event that the level of incidents of criminal damage and ASB continue, appoint a contractor with a budget of £3000 on the basis of a three month trial. Following seconding by Cllr Banham the vote was three in favour, with three Cllrs abstaining.

### **9.0 Review of quotes for car park renovation**

Cllr Leigh reported that the quote for repairing the "car park" outside the Doctor's surgery, although not MPC responsibility, was £650, which includes clearing the highway of surface material, filling in pot holes and supply of 15 tonnes of 20mm gravel. Following proposal from Cllr Leigh and seconding by Cllr Leek, it was unanimously agreed to accept the quote, Cllr Leigh will manage.

### **10.0 Request from Lime tree Nursery to install wooden shed and make alterations to the garden area**

Cllr Leigh reported that the nursery had installed a wooden shed in the play area behind the village hall and had also requested permission to make other changes to the area. Following discussions that included concerns about a wooden structure in the area due to recent arson attacks in the village and its close proximity to the MUGA fence it was unanimously agreed that Cllrs Tucker and Reeve be given delegated authority to meet with the nursery to discuss their requests and raise MPC's concerns but also to start to build a relationship with them. It was noted that any agreement should include a condition that the area will be returned to its present state should the nursery stop using the facilities.

### **11.0 Planning application: 2018/0872**

During discussion concerns were raised that the extension to the consultation date for Lanpro had been extended. It was reported that it is believed that this application would go before the 10<sup>th</sup> October SNC meeting with a determination made on the 17<sup>th</sup>. It was agreed that a five minute presentation would be prepared to present at the meeting. It was unanimously agreed that MPC's views on the application represented those of the village.

### **11.1 Planning application: 2018/1776**

Cllr Leigh reported that an email had been received to MPC from the applicant; all Cllrs were given a copy. It was noted the size of the building on the revised application was smaller than previously. Cllr Leigh requested that the Clerk arranged for SNC to give MPC a one week extension to the consultation period in order to respond to the application.

### **11.2 To consider any planning applications**

2018/1829 –agricultural buildings at Kenningham Hall, Brick Kiln Lane, Mulbarton.

It was noted that no formal notification of this application has to date been received.

### **12.0 Correspondence requiring consideration**

- Email from Norfolk Constabulary Special's – a high visibility disruption patrol was completed on Friday (31<sup>st</sup> September); several youths were spoken to and a ticket was given
- Email from Norfolk Constabulary – further to reporting of multiple criminal damages/general ASB, from the information they have been given there are no lines of enquiry which would be proportionate for them to pursue and so the investigation will be closed
- Email from Hopkins Home – solicitors has been instructed for the transfer of the allotments at Oakley Park. Cllr Leigh reported that the water tanks installed are not to Anglian Water specifications and the plots have not been marked out correctly and these matters will be brought to the attention of MPC's solicitor to be rectified before concluding the hand over

- Email from SNC – Gambling Act 2005 Statement of Policy review, the draft policy is available on their website
- Email/letter from CPRE Norfolk – Cllr Leigh read out the following paragraph from the document: *“No doubt you will be aware of the dramatic change in the calculations for the land supply for housing across the GNDP area, with the good news that the Norwich Policy Area does now demonstrate that it has a 5 year land supply (other than when measured against the JCS as its base, when it has 4.61 years.) The Broadland rural area demonstrates over a 5 year land supply under all three calculations. Unfortunately the news is not so good for the rural area of South Norfolk, which now has less than a 5 year land supply when using the SHMA OAN and the SHMA OAN, including the uplift associated with the Greater Norwich City Deal, although it still demonstrates a land supply for housing of 62.5 years when calculated using the JCS as its base. These latter statistics are likely to lead to speculative applications for housing, as has already been the case at Brooke. Hopefully an earlier than normal re-calculation of the land supply figures will rectify this situation.”*

Following discussion, it was agreed that the Cllrs would compile the information requested in the letter for return by the Clerk.

### **13.0 Sub-committee/liaison officer reports**

Cllr Leek reported that she is still waiting for quotes for miscellaneous small works around the village. The play bark order has been placed and should be delivered shortly.

Cllr Leek reported that her check on the Swamp allotment showed that green waste is being put over the fence again. Cllr Leigh reported that to date nothing has been received back from the structural engineer.

In response to a comment about the Meadows dog bin being full, Cllr Leek reported that the bins are emptied on a Tuesday and Friday. During discussion it was suggested that if a replacement dog bin was ordered for the Common, to replace the arson damaged one, it should be moved to the corner. Cllr Leek agreed to review the current locations of dog bins and report back with regarding: if the post supports need replacing and also on replacing the recently damaged bins.

Cllr Leigh reported that the nettles under the bench at the bus stop need to be cut back/treated again.

Cllrs Leigh and Leek reported that the gate for between Orchard Park and Mulberry Park still needs to be ordered by the Football Club; once this has been done an on-site meeting with the installation contractor can be arranged.

#### **13.1 Review of outstanding works list**

Cllr Leigh reported that the basketball backing board was ready for collection and he has planned to install it this week. Cllr Leigh thanked a local resident for assisting him in removing the old damaged board.

New, updated CCTV system is being installed this week.

Two disclaimer notices have been put in the areas that are used for car parking although the areas are not designated as such under the Common Scheme of Regulation.

Booking system for the MUGA, currently on hold, will be reviewed next spring – due to the current number of booking the current system is working.

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

- Presentation for SNC planning meeting
- Standing order review
- Review of retaining Ping! Table
- Adopting a design statement to supplement Neighbourhood Plan
- Suggestions to be included in the next budget review prior to precept setting.

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

A resident asked if MPC would be able to apply for any grants towards the cost. Cllr Leigh reported that this wouldn't be possible and in answer to a question about private security's powers stated that they had none, like the previous PCSO, but would take photographs and report all incidents.

The Football Club representative asked that as he is the Club's liaison with MPC that all correspondence for the Club are sent via him. It was reported that the football stand cladding will be installed towards the end of the current week. It was provisionally agreed by MPC that they would discuss further with the Club about the options of adding CCTV camera/s onto MPC's new system.

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

The next meeting will take place on Monday 1<sup>st</sup> October 2018 at 7.30 pm.

## Payments for August 2018

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
102458	Came & Company	Annual Insurance	2411.92		2411.92
102459	Bartlett Signs	2 x car park signs	72.00	14.40	86.40
102460	Glasdon UK Ltd	Litter bin – village hall play area	167.41	33.48	200.89
102461	B Leek	Security keys	24.98	5.00	29.28
102462	PKF Littlejohn LLP	Annual governance & accountability return	300.00	60.00	360.00
102463	P Leigh	Play area equipment & mileage	80.99	14.58	95.57
102464	A Phillips	Pickleball nets & office supplies	375.04	7.72	382.76
102465	A Phillips	Salary	624.41		624.41
102466	HMRC	PAYE	182.87		182.87
102467	Ribbonsdale Nurseries	Grounds maintenance & common areas & repairs to allotment fence	1309.99	261.99	1571.98
102468	W Gray	Car park surface works	550.00	110.00	660.00
102469	Cozens (UK) Ltd	PAT testing	60.00	12.00	72.00
102470	Jeff Van Der Hulst	10 x pickleball paddles with MPC logo	350.04		350.04
		<b>Total for month:</b>	<b>6509.65</b>	<b>519.17</b>	<b>7028.82</b>