

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 5th January 2015

Councillors present:-

Peter Leigh – Chairman
Mark StandleyBeverley Leek
Peter MunksSteve Sewell
Phil Gardner

John Joyce

1. First Public Session.**1.1 Police Report.**

PCSO Sore reported that since the last meeting and midnight 4th January there had been two reported crimes: one being theft from an unlocked garage and the other of a purse being dropped and found later with the contents removed. During the same period there were no calls to the Police for noise, nuisance or antisocial behaviour.

There were no questions from the public for PCSO Sore.

Cllr Leigh raised that MPC had received a pack from Norfolk Constabulary for their match funding PCSO scheme. PCSO Sore reported that although aware of the scheme he didn't have any further details concerning the proposal. As of Wednesday PCSO Sore will be the only PCSO covering the Hethersett/Mulbarton area which includes Cringleford and Little & Great Melton.

1.2 District and County Councillors' Report.

Cllr Colin Foulger reported that he had received correspondence from NCC stating that all villages on the list would have improved broadband coverage by the end of July and that some may already have partially improved service.

Cllr Nigel Legg reported that he had visited Norfolk Constabulary's control room recently and noted that they have a major problem of dealing with non-police matters many of which are mental health related. Cllr Legg reported that SNC five year land supply had been achieved and that this should put an end to any speculative developers.

1.3 Public Forum.

Mr Martin Salisbury, on behalf of MALGA, wished to publically thank the Parish Council and in particular Cllrs Leigh and Leek for their work with Tony Jenkins in getting water supplies on at the allotment sites and to MPC for their general support of allotment holders.

2. To receive and consider apologies for absence

Apologies received from Cllr Smithson.

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

Cllr Leigh upon review of the agenda felt it necessary to make a declaration of interest with regards to agenda item 10: to review and update planning applications.

4.To confirm and sign the minutes of the Parish Council Meeting and closed meeting held on 1st December 2014.

The minutes for the meeting held on 1st December 2014 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Sewell and seconding by Cllr Leek. The minutes of the closed meeting held on 1st December 2014 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Sewell and seconding by Cllr Leek.

5.1 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 bank reconciliation. Following proposal by Cllr Gardner and seconding by Cllr Leek all payments were duly passed. A copy of payments is attached to these minutes.

5.2 Formal approval of precept for 2015/16

Following discussion relating to resurfacing of the car park it was unanimously agreed to ear mark £8500 from the 2014/15 accounting period for this project. The remaining cost has been budgeted for in 2015/16. Cllr Leigh reported to the meeting that no money has been budgeted for work on The Common with the exception of the ongoing contract with Norse.

Following proposal by Cllr Leigh and seconding by Cllr Leek the Council unanimously agreed to set the precept for 2015/16 at a level that left the Band D council tax at the same value as last year.

6. Neighbourhood Plan – latest update.

Cllr Joyce reported that the Neighbourhood Plan is currently in the middle of statutory consultation. A notice will be put onto the Parish Council notice boards for residents to have a opportunity to review the updated plan. Cllr Joyce reported that the plan submitted to statutory consultees was nearly identical to the draft version but included some textual changes that had been made following a meeting with SNC. The date for all responses is 4th February.

Cllr Joyce reported that the Plan has generated a large number of comments from residents that are not appropriate to be addressed via the Plan and that the team need to decide what to do with these, as although they may not be areas for which MPC has the powers or specific funding they give an interesting insight into residents views and MPC may wish to take a view on what action is appropriate.

7. Review of Parish Council's policies & standing orders

Cllr Leigh reported that responsibilities would need to be reviewed by the Clerk as Cllr Munks was still listed a responsible party on many of the documents.

Following proposal by Cllr Leigh and seconding by Cllr Munks it was unanimously agreed that 11a and 11b of the MPC Standing Orders be changed to 12 months and that Norfolk Records Office Information Leaflet 42 – Parish Council Records” be included into the Councils policy documentation.

8. Church request for support of Rector permitting images on gravestones.

Following discussion all Councillors agreed that this was an issue for the Rector and PCC and that MPC whilst not objecting to the proposal had no opinion on the matter. It was agreed that a letter to this affect be sent to Rev Miller.

9. Car park resurfacing & line marking.

Following discussion, which included adding to any contract line marking of the hard court area, Cllr Leigh proposed that he be given delegated authority to discuss/negotiate with NCC for the resurfacing and line marking of the car park; this was seconded by Cllr Standley and unanimously agreed. Cllr Leigh will report back the outcome of any discussions.

10.To review and update planning applications.

2014/2645 Land east of 22 Rectory Lane. Propose detached dwelling incorporating garage. Cllr Sewell will review this application and formulate a response on behalf of the council.

11. Correspondence requiring consideration.

Letter from Mulbarton Words week - request for a letter of support for their Saffron Community Foundation grant. It was unanimously agreed that this would be actioned by the Clerk.

Email from Rev Adrian Miller including invoices relating to churchyard maintenance. Cllr Leigh reported that he had started to go through the attached invoices and at present couldn't get the figures to tie up with the £2000 costs stated in the email. Following discussion it was agreed that the Council's level of support would not change at present and that the matter be put onto next month's agenda to allow for further investigation and for Cllr Leigh and if necessary to meet with Rev Miller and the PCC financial officer.

Norfolk Constabulary Match funded PCSO scheme information pack – Cllr Leigh reported the outline of the contents of this pack and it was agreed that a copy be made available for all Cllrs to review.

12.Sub-committee/liaison officer reports.

Cllr Leigh reported that he had attended a meeting on 17th December 2014 with SNC about their management plans for The Common. Cllr Leigh reported that another meeting is scheduled for this month to formulate plans and that it had been explained that MPC would not be budgeting funds for any work on common land in addition to the current Norse contract.

To review items for the next agenda.

Churchyard maintenance costings / contract agreements

Car park resurfacing – update on NCC discussions.

To adjourn the meeting for the 2nd public session.

Cllr Foulger reported that he had received notification from Highways that the railway bridge in Brick Kiln Lane would have a new signage in addition to new signage on the access from A140 to give misdirected vehicles the opportunity to turn round before becoming stuck.

There being no further business the meeting closed at 8.50pm.

The next meeting will take place on Monday 2nd February 2015 at 7.30pm.

Payments for December 2014

Cheque Number	Recipient	Details	Amount £'s
040446	Mulbarton Church	Burial Grounds maintenance	1224.00
040447	9 to 5 Supplies	2 x toners	133.06
040448	9 to 5 Supplies	1 x toners	66.53
040449	Glynis Tucker	Xmas fayre – book tokens	40.00
040450	Victoria Marquees	Xmas Fayre	1840.20
186101	P. Leigh	Expenses	8.00
186102	B. Leek	Expenses	196.59
186103	A. Phillips	Expenses	7.00
186104	A. Phillips	Salary	746.31
186105	HMRC	PAYE	278.14
186106	Anglia Elite	Xmas Fayre – table hire	228.00
		Total for month:	4767.83