

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 5 September 2016.

Councillors present:-

Peter Leigh Bev Leek Richard Tucker Derek Aldous John Joyce

First Public Session.

1.1 Police Report.

PCSO Sore reported that since the last meeting and midnight 4th June there were two reported crimes: criminal damage to a summer/tree house, the Police have a few names to follow up and secondly, theft from a motor vehicle outside the Co-op. PCSO Sore reported that there were another three incidents of criminal damage to be logged all relating to criminal damage that MPC have logged via 101, he hoped that this just a blip as all had been relatively quiet for a good period of time. PCSO Sore explained how restorative justice is managed in response to a Cllr question. Cllr Leigh raised that there had been a number of reports of youths in the Meadow's play area at dusk and that he had a representative from the Police meeting him on Friday to discuss the latest incidents in the village. PCSO Sore stated that he would message local patrols to give the area some attention particularly at dusk as he himself will. A member of the public who lives near the Meadow's reported that youths were quite often in the play area after 10pm when they could be heard shouting and their phone screens illuminated. PCSO Sore advised residents to call 101 at the time of any incidents.

1.2 District and County Councillors' Report.

Cllr Colin Foulger reported that August was notoriously a slack time in local government due to it being holiday time. He did report that the referendum results had been partially analysed and more details would follow. Cllr Foulger reported that there is a hazardous waste amnesty next Saturday and Sunday at the Ketteringham site.

Cllr Nigel Legg reported that in relation to the Boundary Commission report, Mulbarton would still be a ward although it may combined with Bracon Ash, Wrenningham & Flordon instead of the current Ketteringham, East Carlton and Swardeston. He also reported that district councils under a Parliament Act are having to provide land for custom build (self-build) housing; although details are still being sorted out applications need to be submitted by the end of October to register with SNC.

A member of the public produced a photograph of uncovered cables on the property on Cuckoofield Lane whose building work had previous damaged a water main. Cllr Legg is aware of the ongoing problems and has raised it with SNC.

A member of the public raised a pot hole on Rectory Lane as being a cause for concern; they have not as yet reported it. Cllr Leigh stated that he would take some detailed photographs and send them to Highways.

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 received from Cllr Sewell.

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

No councillor upon review of the agenda felt it necessary to make a declaration of interest.

5.0 To confirm and sign the minutes of the Parish Council Meeting held on 1 August 2016.

The minutes of the meeting held on were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek and seconding by Cllr Tucker.

5.1 To confirm and sign the minutes of the extraordinary Parish Council Meeting held on 18 August 2016.

The minutes of the meeting held on were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leigh and seconding by Cllr Leek.

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 Aldous and seconding by Cllr Joyce all payments were duly passed. A copy of payments is attached to these minutes.

6.1 To approve wording and expenditure for signs at the play area.

Following discussion it was agreed that dog signs should be kept separate and the text size on the suggested play area signs be consistent. Following proposal by Cllr Leigh and seconding by Cllr Leek it was unanimously agreed that six signs would be ordered from Bartlett Signs within a budget of £400. Cllr Joyce raised if MPC needed three quotes or if this came under specialist services, Cllr Leigh confirmed that this was within policy.

7.0 Request from Mulbarton Scouts to hold annual fireworks display on Orchard Park, Saturday 5 November 2016.

It was unanimously agreed that the Parish Council had no objections to the Scouts holding their annual fireworks display on Orchard Park.

8.0 Public Relations Subcommittee handouts for PCC Welcome meeting on 24.09.16.

Cllr Tucker reported that the subcommittee had not met because of absences.

9.0 To discuss and review procedures for appointing contractors.

Following discussion it was agreed that Cllrs Leigh and Joyce would review the Council's financial regulations with regards to the possibility of including enabling contracts, in the first instance for electrical work and small maintenance. It was confirmed that the Council would still need to agree work scopes and that the process must be simple, expedient and transparent.

10.0 To discuss draft grounds maintenance contract work scope for 2017 prior to starting tendering process.

Following discussion no Cllr wished to amend the draft work scope. It was confirmed that once tenders were received the successful contractor would be only be approved subject to a clarification meeting.

11.0 To discuss work scope for the Common: additional maintenance and sign posting of bridle path and tidy up of East side.

Cllr Leigh reported that Mrs Watkinson, the Common land owner, had passed on her thanks for the extra work done on the Common and had asked if there was anything MPC could do with the East side, she would like to have a meeting to discuss, as the pathway that was cut by SNC/Norfolk Fringe does not appear to be used and is over grown again. Cllr Leigh will get costing for the next meeting for sign posting the bridle way.

Cllr Leigh reported that the Norfolk Wildlife survey results have still not been received and was encouraged that the new Park Run management had embraced the winter course last year which should ensure that less damaged is caused this year to the Common.

12.0 To consider any planning applications.

2016/2018 – 2 Robin Close, NR14 8EF – proposed single storey side extension.

There were no objections to this application.

13.0 Correspondence requiring consideration.

- War memorials, email from SNC Conservation Officer – following discussion it was noted that the church was already listed and as the clock is dedicated as the village's war memorial it should not be necessary to list it separately.

- 2026 public rights of way, email from Helen Chester setting out her fees as a paid researcher in this field. It was concluded that this email should be distributed to all Cllrs to read due to its length and could be put on the next agenda if any Cllr so wished.
- Email from Norwich resident expressing concerns about increased house building and the safety of pedestrians along Norwich Road. Following discussion the Council had sympathy with the writer and noted that as part of the Neighbourhood Plan this issue had been raised and it was advised that the safest walking route was along the Common on the opposite to the houses; it was also noted that speeding vehicles continue to be an ongoing issue.
- CPRE letter requesting support in opposing damaging new housing targets – following discussion it was concluded that the paperwork would be sent out to all Cllr to review. Cllr Aldous is attending the SNC workshop on this subject next Monday and if necessary an extraordinary can be called to discuss further.

14.0 Sub-committee/liaison officer reports.

Cllr Leigh reported that damage to the swings at the Meadows had been repaired; however it has now been reported that a bin in the play area has been vandalised as was the new surface on the hard court area at the back of the village hall.

Following discussion about the play tunnel at the Meadows and whether it should be repaired or removed, it was unanimously agreed that repairs should be completed. Cllr Leigh presented three options for repairing. It was unanimously agreed that the option to use new sleepers was the preferred option and that Cllr Leigh would proceed within a budget of £1200. It was decided that as the design was being adapted that MPC should get the equipment professionally inspected before it put back into use. Whilst repairs are ongoing signs will be placed on the tunnel advising that it should not be used; fencing and posts that had been put in situ have been destroyed/vandalised.

Cllr Leigh reported that the water troughs at the Meadows site had been fixed. The shut off valve is full of mud and will need digging out. Whilst carrying out the repairs Cllr Leigh ordered spare parts for future use, these will be stored in a central location for use at either site. Cllr Leigh asked that MALGA leadership be informed of any future problems with the water supply and that these are then notified to him and the Parish Office as soon as practical so that unnecessary water charges aren't incurred.

Cllr Leigh reported that the solar light above the village sign had come in at £313.63 against a budget of £580. Cllr Leek on behalf of all thanked Cllr Leigh for completing this work and stated how impressive it looked.

Cllr Leek reported that the contractors had started at the Meadows and will have completed the tree and hedging work by Friday.

Cllr Leigh reported that the tennis court area was being painted this week and that the damage caused by the vandalised had been reported to the Police. The Football Club have offered to get the five-a-side goals re-coated and once this is done they need to be properly fixed to the fence. The new fencing will be started on 19 September and will be completed by the end of the month. Cllr Leigh reported that a work scope is needed for the flood lights in this area and it may be worth enhancing the CCTV coverage that is in the area.

Cllr Leigh reported that no correspondence has been received from the graffiti artist and if nothing was received by the end of the month plans would need to be made to paint the area.

Cllr Aldous reported that a letter had been sent to the Co-op in appreciation of the work done to their waste area and he was pleased to report during the recent windy weather none of the local residents had got the usual avalanche of waste in their gardens.

Cllr Aldous reported that there were still issues with Saffron Housing residents, it has been confirmed by them that one of the houses mentioned at the last meeting was not one of their properties. Cllr Aldous and Leek stated that they would take photographs of the offending property and arrange for them to be sent to Saffron Housing, it was also mooted if they take no action could MPC get the work done and then invoice them.

Cllr Leigh reported that construction lorries had started to use the village route again but that he would report this to the relevant parties.

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

- Electrical and maintenance contracts in conjunction with necessary updates to the Council financial regulations.
- Flood lighting work scope for the hard court area.

To adjourn the meeting for the 2nd public session.

A resident raised concerns about the reliability of the buses. Following discussion there was no quantifying of the number of issues and that individuals were not reporting complaints directly to the operating company. Cllr Leigh stated that MPC are happy to add weight to any complaints, be cc'd in on email or will forward complaints on but specific details are needed and the bus company were running a commercial business although without much competition to their contract.

A member of the public thanked Cllr Aldous in helping to clear a pathway by removing over hanging vegetation. The Council was also congratulated on the village sign and its illumination.

MALGA reported that they had a meeting next week and would reiterate the importance of reporting any issues at the allotment sites and would agree with Cllr Leigh the process that will work best for all.

In response to a question about the planned allotment site at Long Lane it was confirmed that the site would be managed by MPC and a waiting list had already been started.

There being no further business the meeting closed at 9.20pm

The next meeting will take place on Monday 3 October 2016.

PAYMENTS SCHEDULE for August 2016:

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
151468	Norse Eastern Ltd	Monthly grounds maintenance	832.22	166.44	998.66
151469	DJ Ireland	Common entrance, talking book and bark surround	200.00	40.00	240.00
151470	Came & Co	Annual Insurance	2767.00		2767.00
151471	A Phillips	Expenses – Fridge & office supplies	78.77	15.75	94.52
151472	A Phillips	Salary	563.14		563.14
151473	HMRC	PAYE	151.16		151.16
151474	P Leigh	Expenses – village sign & floodlights	71.50	12.29	83.79
151475	Crook Powerwashing	Interim payment – completion of spray painting and court lining	3000.00		3000.00
		Total for month:	7663.79	234.48	7898.27