

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 5th November 2018

Councillors present:-

Peter Leigh Derek Aldous Adam Banham Steve Sewell Beverley Leek

Richard Tucker Emma Reeve

First Public Session

1.1 District and County Councillors' Report

Cllr Foulger reported that four options for the final, western link, of the NDR had been announced and was open to consultation; he stated that there were supporting arguments for all of the options.

Cllr Legg stated he didn't have much to report: He had been to a meeting of the District Conservative Group, following which one of the Cllrs had emailed Lorne Green, Police & Crime Commissioner (PCC), to comment that MPC had hired a private security firm and that he felt this was a matter that the PCC should raise with the Chief Constable. Cllr Leigh reported that he had been contacted by the Police Beat Manager and was in the process of arranging a meeting with him and Dardan.

Cllr Legg reported that he and Cllr Aldous went to the Police public meeting last month where they were advised that complaints about HGV's should be directed to Trading Standards, any about ASB to the SNC Help Hub and any about parking issues to SNC.

The Oakley Park traffic management plan was discussed: Cllr Leigh noted that the documents related to meetings and consultations with MPC but he could confirm none had taken place and that the plan is based on a 19% return rate. It was unknown who has commissioned the new traffic measurement strips currently on Long Lane and if they related to the traffic management plan or for any other development; it was noted that one set is already broken on the road.

1.2 Public Session

A member of the public raised a concern about a rusty road sign opposite the swamp; Cllr Foulger took details in order to follow this up.

In response to a question about yellow lines, Cllr Leigh reported that the matter had not be forgotten but there had been no response to date.

Mr Askham introduced himself and his wife and explained that he was been behind the application to convert the Old Tractor shed into a dwelling for them to live in and was asking for MPC's support of this.

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

All Councillors were in attendance.

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 1st October 2018

The minutes of the ordinary meeting held on 1st October 2018 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek 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 Sewell and seconding by Cllr Leek all payments were duly passed. A copy of payments is attached to these minutes.

6.1 Approval of cost for a wreath for Remembrance Day service

Following proposal by Cllr Leigh and seconding by Cllr Sewell it was unanimously agreed to purchase a wreath for the Chairman to lay at the Remembrance Day service being held on Sunday 11th November.

6.2 Approval of quotes to clear start/finish area of the Park Run winter course on Orchard Park

Cllr Leigh reported that the Park Run would be moving off the Common and onto the winter course as of Saturday 10th November. The cost to clear the start area on Orchard Park would be £25 per hour for labour and machine hire and the work shouldn't take more than three to four hours. Following proposal by Cllr Leigh and seconding by Cllr Leek it was unanimously agreed for this work to be completed.

7.0 Update on the Swamp allotments and surveyors report on boundary wall

Cllr Leigh reported that the surveyors report had not yet been received and a review of this would be added to the agenda for the next meeting.

7.1 Review of proposed allotment agreement review

During discussion it was noted that a review of the allotment agreement was needed due to the potential new site at Long Lane being in close proximity to local housing, unlike the current two sites. Cllr Leigh reported that no response has been received from Hopkins Homes or SNC regarding the transfer of the site to MPC.

Cllr Leigh adjourned the meeting to allow Cllr Legg to speak.

MEETING ADJOURNED

Cllr Legg reported that Hopkins Homes have appointed a trouble shooter across their sites and that they may be the person to contact regarding the S106 agreement and transfer of the site to MPC.

MEETING RESUMED

Following discussion, Cllr Leek proposed that the revised allotment agreement be approved; this was seconded by Cllr Sewell and unanimously agreed.

8.0 To review and approve revised Standing Orders

Cllr Leigh reported that this item was to be deferred to the next meeting to allow himself and Cllrs Aldous and Sewell time to make recommendations to the Council.

9.0 Planning application: 2018/0872 – presentation for planning meeting

Cllr Leigh reported that in light of Lanpro requesting an extension until December, MPC had been in contact with the Planning Officer for clarification over changes to the Heritage Statement and what opportunities there would be for MPC and the public to comment on the revised document.

Cllr Leigh read the contents of the reply email from SNC: *“we are expecting further information to be submitted, which I understand will include a revised Heritage statement, however this has not yet been submitted. Once this further information has been submitted we will re-consult”*

Cllr Leigh reported that the application was originally due to be heard in July, however Lanpro have had at least two extensions to revise their submission but MPC is expected to formulate a response within a two week time period. During discussion it was agreed to write to the Planning Officer again to request a longer reply period for the public consultation in light that it may be necessary for MPC to seek independent advice, especially as the SNC Heritage Officer has revised his comments four times.

9.1 To consider any planning applications

2018/2257: 1 Pheasant Close, NR14 8BL – following discussion Cllr Sewell reported that he would contact the planning department at SNC to clarify some of the questions raised during the discussion in order that MPC could respond within the consultation time period.

2018/2275: Tractor Shed, Old Hall farm track, The Common – Cllr Leigh reported that he had today, Monday 5th November, been sent an email from a member of the public that had eight attachments relating to this application that he still needed to go through to assist in completing MPC’s return. During discussion concerns were raised about the proposed access road which is in a conservation area. It was agreed that Cllr Leigh would, having read through the above mentioned documents would meet with the residents group and then compile a return for approval by the Council.

9.2 To discuss adoption of a design statement to supplement the Neighbourhood Plan

Cllr Aldous reported that there were three ways/options that MPC could take: modify the Neighbourhood Plan, produce a free standing document or produce informal guidelines that are produced in consultation with English Heritage and Highways among others. Cllr Aldous reported that other villages have gone with the latter option and got results; he is booked on a training session before the next meeting that would provide more insight into the options. During discussion it was noted that the Neighbourhood Plan would need to be reviewed and possible non-material changes made due to changes in legislation and local/national policy: the most recently dated

document takes precedence. It was noted that funding is available for professional help and that May 2019 should be set as a target date with MPC looking at the informal option first.

10.0 Correspondence requiring consideration

- Letter from SNC: Asset of Community Value nomination, the Worlds End Public House has been reapproved as an asset of community value and will be added to SNC's Community Asset register for a further period of five years.
- Email sent by District conservative Group to Lorne Green, Police and crime Commissioner, reporting that Mulbarton have hired a private security firm to patrol the village. Cllr Leigh reported that he has spoken to the local neighbourhood Police Beat Manager and was arranging a meeting with him to which Dardan would also be invited.
- Email from resident: thanks to MPC for replacing the fire damaged bench on the Common and support of MPC's decision to implement security patrols to help deter vandalism within the village.
- Cllr Leigh took the opportunity to thank the Scouts for their conduct on Saturday in relation to the setting up and running of their annual fireworks display and looked forward to the parade on Sunday (11th November) which the Police will also be attending.
- Article from Farmers Weekly: what the new telecoms code means for mast owners. A copy was handed out for Cllrs information.
- Letter from Norfolk County Council: Budget Consultation 2019/20. Consultation proposals are published on their website, www.norfolk.gov.uk/budget. Consultation closes on 23.12.18.
- NCC emails: Greater Norwich Local Plan Regulation 18 Consultation – new, revised and small sites. Consultation runs from 29.10.18 to 14.12.18. Copy of email and relevant maps from website were handed to Cllrs for information.
- Email from CPRE: advice will be issued by 08.11.18 to support Council's in their submission of comments with regards to the above GNLP consultation.
- Email from The Planning Inspectorate: notification of hearing dates in relation to the application by Orsted Hornsea Project Three (UK) Limited for an order granting development consent for the Hornsea Project Three offshore Wind Farm.
-

11.0 Sub-committee/liaison officer reports

Cllr Leigh reported that the youth shelter had been moved off Orchard Park and relocated to the grassed area by Blakey's Cafe, who have been given the option to deck the area out and use the shelter.

Cllr Leigh reported that the canopies on a number of trees on the Common had been raised to increase visibility and help discourage ASB. The branches were donated to the Scouts for their bonfire. The concrete roller that had been in one of the Common ponds for eight years plus, has been removed and is currently positioned in the car park to stop vehicles parking in front of the football pitch players entrance and also to stop cars using the gravel strip by the fence as a means of avoiding the speed humps and reducing their speed.

Cllr Leigh reported that the Park Run would be using the winter course, around Orchard and Mulberry Parks instead of the Common as from this Saturday (10.11.18).

Cllr Leigh reported that the pot holes in the front car park will shortly be filled and those leading into the main car park had already been done; fixing reflectors onto the poles at the front had been started.

Cllr Leigh reported that a new tennis coach started this week for the Monday evening coaching sessions. The pickleball coaching budget has been exhausted however the coach is going to carry on, free of charge, until the end of November. Cllr Leigh suggested that the Thursday sessions are then given a winter break and then re-engage the coach next year, around March time, with a stronger marketing campaign. Cllr Leigh noted that the all-weather properties of the surface were noticeable when playing on the MUGA last week.

Cllr Leigh reported that the Football Club were interested in linking some CCTV cameras onto MPC's system but had failed to attend a meeting that had been arranged; he raised concerns that it doesn't appear that the soak away has been constructed for the new stand.

Cllr Leek reported that the allotments water had been turned off and the meters read. She reported that there were no concerns with the allotments at present.

Cllr Leek reported that the zip wire mattings had been installed by the contractor and that the fencing would stay up for a few more weeks to allow the grass to get established.

Cllr Leigh reported that the Norwich Fringe Project had been seen on the Common last week, although he was unsure what they had been doing.

Cllr Leigh reported that the outdoor table tennis table had been formally adopted by MPC and added to the asset register; it was noted that the table had been well used during the summer and not abused with minimal loss of balls or bats.

Following discussion it was agreed to re-schedule the cancelled play areas inspection training for Councillors. Clerk will check availability and confirm a new date and time.

15.1 Review of outstanding works list

An update list was handed out for review. It was noted good progress had been achieved on the old list.

12.0 To receive any items for inclusion on the next agenda

- Update on the Swamp allotments and surveyors report on boundary wall
- To review and approve revised Standing Orders
- 2019/20 budget review
- Review of security patrols
- To discuss options/locations for a village War memorial and funding options

13.0 To adjourn the meeting for the 2nd public session

A representative from MALGA asked if they could be given a copy of the revised allotment agreement. It was pointed out it had only just been reviewed (last Saturday) but a copy would be made available in due course.

A member of the public asked where they could access a copy of the traffic management plan for Oakley Park that was discussed earlier in the meeting: the report can be found on SNC's planning portal under reference, 2018/2253.

A member of the public raised a concern that water from the highway was causing those waiting at the bus stop opposite the Co-op to get very wet. Cllr Leigh reported that he would have a look and raise it with Highways.

A member of the public reported that there was a war memorial in the church. MPC clarified that the discussion earlier was to consider an outside public memorial. It was noted that the Heritage Group have a meeting on Wednesday (07.11.18) to tell the stories of those named on the roll of honour.

A member of the public asked if the dog bin near the Co-op could be moved as it is currently closer to the road than to the path.

There being no further business the meeting closed at 8.38pm.

The next meeting will take place on Monday 3rd December 2018 at 7.30pm.

Payments for October 2018

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
102482	Glasdon UK Ltd	Bench & two dog bins	774.53	154.90	929.43
102483	Anglian Water	Swamp allotments	12.10		12.10
102484	MVHMC	Room hire: Jul-Aug-Sep	45.00		45.00
102485	APC Pest Control Ltd	Clear up programme for contract start	160.00	32.00	192.00
102486	Jeffry Van Der Hulst	Pickleball coaching x5	300.00		300.00
102487	Norfolk County Council	Safer training 10.10.18	30.00		30.00
102488	B Leek	Expenses	37.07	4.73	41.80
102489	P Leigh	Expenses	68.46	11.54	80.00
102490	A Phillips	Expenses	76.30	5.20	81.50
102491	A Phillips	Salary	632.88		632.88
102492	HMRC	PAYE	188.20		188.20
102493	Ribbonsdale Nurseries	Monthly grounds maintenance	1017.49	203.49	1220.98
102494	APC Pest Control Ltd	Quarterly invoice: 01.11.18 to 31.01.19	120.00	24.00	144.00
		Total for month:	3462.03	435.86	3897.89