

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held remotely at

7.30pm on Monday 7th September 2020

Councillors present via remote videoing platform:-

Adam Banham Gerald Peachey Beverley Leek Steve Sewell Richard Tucker Derek Aldous

Also in attendance were two District Councillors and four members of the public.

1.0 District and County Councillors' Report

Following an explanation that the meeting was being held remotely as permitted under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 which came into force on 4th April 2020 and allows local authorities to conduct meetings remotely, Cllr Leek reported that no correspondence had been received from County Cllr Foulger and District Cllr Francis had sent his apologies for not being in attendance. District Cllrs Legg and Clifford-Jackson had both sent reports that have been circulated to all Cllrs.

District Cllr Clifford-Jackson report that the consultation on the Western Link closes on 20 September; SNC are looking at a phased return to get staff back into their office buildings, a process that could take many months to finalise and SNC meetings continue to be held online. There were no questions from MPC or the public for the District Councillors.

1.1 Public Session

In reply to a member of the public asking for an update on the Church clock, Cllr Leek reported that MPC had no date at present for its re-installation.

In reply to a member of the public asking for an update on the missing bench and previous suggestions for a non-flammable replacement, Cllr Leek reported that a replacement bench was still planned and unfortunately a number of plans had been delayed by changes in MPC and lockdown.

2.0 To close the meeting to public participation

Cllr Leek closed the meeting to public participation and formally started the Parish Council meeting.

3.0 To receive and consider apologies for absence

Cllr Leek reported that no apologies had been received and asked for the minutes to show that Cllr Leigh was not in attendance and as such under section 85 of the Local Government Act 1972, his failure to attend a meeting of the council for six consecutive months' meant that he now automatically ceased to hold office.

4.0 To receive declaration of interest on items on the agenda

Cllr Banham declared an interest in any matters relating to planning (item 15) and the GNLP (item 14).

Cllr Peachey declared an interest in relation to item 12 and planning application 2020/1550.

Cllr Sewell declared an interest in relation to planning application 2020/1539.

5.0 To confirm and sign the minutes of the Parish Council Meeting held on 3rd August 2020

The minutes of the ordinary meeting held on 3rd August 2020 were unanimously agreed as a true record of the meeting after being proposed by Cllr Banham and seconded by Cllr Tucker. As this is a virtual meeting arrangements would be made for the Chairman to sign the minutes at a later date.

5.1 To confirm and sign the minutes of the extraordinary Parish Council Meeting held on 20th August 2020

The minutes of the extraordinary meeting held on 20th August 2020 were unanimously agreed as a true record of the meeting after being proposed by Cllr Leek and seconded by Cllr Banham. As this is a virtual meeting arrangements would be made for the Chairman to sign the minutes at a later date.

6.0 To receive financial report and approve invoices for payments as per schedule for July

A proposed schedule of payments and the latest financial summary were reviewed. Following proposal by Cllr Peachey and seconding by Cllr Banham all payments were duly passed. A copy of the payments is attached to these minutes.

6.1 To review quotes for annual insurance and to approve payment of insurance prior to 30th September

Following discussions when it was noted that internet & email cover had not been included in the policy quote, it was unanimously agreed to get a new quote to include this; once received an extraordinary meeting will be arranged in order that a decision and payment could be made before the expiry of the current policy.

6.2 To review quotes for service agreement options for the church clock

Following discussions Cllr Tucker proposed that MPC enter into a new five year service level agreement with Smith of Derby; this was seconded by Cllr Peachey and unanimously agreed.

6.3 To review costs to replace disabled parking signs at surgery car park

Following discussions Cllr Tucker proposed that four new signs, that include a clear laminated protection film be purchased; this was seconded by Cllr Leek and unanimously agreed.

7.0 Working group report on completing items on the outstanding works list

Cllr Banham reported that the working group met for the first time last month at which they formulated a process to action work on the list that included identifying an issue, taking relevant

photographs and adding bullet points of work required that could then be sent out with a standard covering sheet for quotes.

7.1 To review work scope for repairing rocking horse on the Common

Following discussions it was unanimously agreed to contact the Men's Shed and see if they would like to complete repairs on the rocking horse. It was noted that the last play area inspection reported rated the rocking horse as low risk, so if the group were unable to take this on as a project, MPC still had time to go out for quotes.

7.2 To review quotes for additional grounds maintenance work for 2020

During discussions it was noted that five contractors had been asked to quote for the work; two had replied that they currently did not have capacity or resources to complete the work. The remaining three contractors did provide quotes.

Following discussions Cllr Peachey proposed that the contract be awarded to contractor 3; this was seconded by Cllr Banham and unanimously agreed.

7.3 To approve extension of grounds maintenance contract and inclusion of additional works

Following discussions Cllr Leek proposed that the current grounds maintenance contract be extended to include 2021 and that the additional work, which had been quoted for, be added into the scope of works for 2021; this was seconded by Cllr Banham and unanimously agreed.

7.4 To review work scope and quote for MUGA maintenance and repair in 2021

Following discussions Cllr Leek proposed that the repair work be completed next April; this was seconded by Cllr Tucker and unanimously agreed.

8.0 To discuss Common Management Steering Group & Common Management Plan

Following discussions it was unanimously agreed that MPC should make contact with SNC to reconvene meetings of the Common Management Steering Group with the aim of restarting the Common Management Plan and having a rolling programme of works. It was unanimously agreed that Cllr Peachey should join Cllr Aldous as MPC's representatives on the Steering Group.

8.1 To discuss Norfolk Wildlife Trust's questionnaire for their Claylands project

Following discussions it was agreed that the project should be discussed further with the Common Management Steering Group to ensure only one Common Management Plan was in place.

9.0 To consider request for a memorial bench to be installed in the play area at the back of the village hall

Following discussions Cllr Leek proposed that permission be given for a memorial bench to be installed; this was seconded by Cllr Tucker and unanimously agreed.

10.0 To consider request from Football Club to extend the term of their lease for Mulberry Park

During discussions it was noted that the current five year lease expires in April 2023; that the Club's longer term development plans were unknown and that the FA only give grants to clubs that have longer leases to ensure that their money was put to good use and not wasted.

Following discussions it was agreed that Cllrs Leek and Sewell would convene a working group to meet with the Football Club to investigate areas of concern raised and report back at the next meeting for MPC to consider the request when more information is available.

11.0 To review proposal from Ian Holdsworth Chartered Surveyors to engage in discussions for Cadent Gas to install a gas governor on MCP land

Following discussions it was unanimously agreed that MPC would engage with the surveyors in order to access more information and details about their proposals.

12.0 Premises Licence Application: Norfolk Spirit Company

During discussions it was noted that the applicant had received a copy of MPC's response to their earlier application which was then invalidated by SNC due to a breach of process; it was unclear whether this response was in the public domain. Following discussions it was agreed that Cllr Tucker would review the new application and a draft response would be circulated by the Clerk for all Councillors to approve.

13.0 Update on wind farm proposals

Cllr Aldous outlined the main points from the previously circulated briefing note document and reported that the judicial review into the Norfolk Vanguard project decision was continuing; he went on to report that he had made contact with a resident in Swardeston to discuss inter parish collaboration in the ongoing wind farm consultation processes.

Cllr Tucker thanked Cllr Aldous for his time and effort in the work that he has been doing on the numerous wind farm proposals.

14.0 GNLP village cluster

Cllr Leek reported that SNC's GNLP Village Cluster document has not yet been published and following no objections deferred the item to the next meeting.

15.0 To consider any planning applications:

- 2020/1466: 48 Gowing Road, NR14 8AT – erection of 2 storey side extension.
It was unanimously agreed that MPC had no objections to this application and that neighbouring properties have a right to submit their own comments if necessary.
- 2020/1499: Land off the Common – erection of 3 dwellings and garages.

Following discussions it was unanimously agreed to submitted the previously circulated consultation response.

- 2020/1539: The Old Dairy Barn, Norwich Road – erection of four bay garage.
It was unanimously agreed that MPC had no objections to this application and that neighbouring properties have a right to submit their own comments if necessary.
- 2020/1550: 48 St Omer Close, NR14 8JU – Erection of single store and two storey side extension, including dormer.
It was unanimously agreed that MPC had no objections to this application and that neighbouring properties have a right to submit their own comments if necessary.

16.0 Correspondence requiring consideration

- Email regarding pot holes in the front car park. It was noted during discussions that this area is part of common land, so there are restrictions on what can be done and whilst MCP can make short term repairs the longer term plans should be discussed by the Common Management Steering Group.

17. Liaison officer reports

Cllr Leek reported that another allotment had just been taken at Oakley Park South which meant that all ten plots on the right hand side were now occupied.

Cllr Aldous reported that he had been approached by the Heritage Group about installing an outdoor Village History display board. It was agreed that the Clerk would contact the group for more details so the matter could be added to a future agenda for full discussion.

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

- To consider request from Football Club to extend the term of their lease for Mulberry Park
- SNC GNLP village cluster document
- Quotes for signs for the village hall car park

19.0 To adjourn the meeting for the 2nd public session

District Cllr Legg reported that he is having meetings with the local Pharmacy Committee to try and improve pharmacy services within the area. He asked if anyone had issues or concerns relating to local pharmacy services that they contact him. Cllr Legg stated that SNC had had quotes over a year ago for work on the ponds but then nothing further was heard on the subject and he hoped that things could be moved forward this winter. Cllr Legg stated that he had been reading up on the rules for the Thurlow Nunn league which are extensive and detailed; he suggested that MPC look at these in light of the earlier discussion relating to the request from the Football Club.

A resident raised that the ponds had recently had very little water in them and would MPC please do something on the front car park as a temporary measure partly to reduce on street parking.

A resident asked if the entrance and exit signs at the surgery car park could be replaced and re-angled. During discussion it was questioned if these signs were needed on such a small car park and the number of times they have been replaced due to vandalism.

In response to a resident's question about being co-opted onto the Parish Council, Cllr Leek asked them to email into the office to express their interest.

There being no further business the meeting closed at 8.53 pm.

The next meeting will take place on Monday 5th October at 7.30pm.

Payments for August 2020

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
102651	APC Pest Control Ltd	Quarterly invoice for the Meadows	120.00	24.00	144.00
102652	Mr D Hill T/A Premier Pest Solutions	Wasp nest in play area on the Common Wasp nest near bus stop on the Common	50.00 50.00		100.00
102653	NTS partnership T/A Icení	Jubilee Garden maintenance	65.00		65.00
102654	A Phillips	Salary	778.83		778.83
102655	HMRC	PAYE	264.61		264.61
102656	Ribbonsdale	Grounds Maintenance	1078.50	215.70	1294.20
102657	Mulbarton Church	Church yard maintenance	1389.00		1389.00
		Total for month:	3795.94	239.70	4035.64