

LITTLE MELTON PARISH COUNCIL MEETING
at THE VILLAGE HALL, MILL ROAD, LITTLE MELTON
TUESDAY 16th JANUARY 2007 at 7.30 pm

PRESENT	Stewart Cable (Chairman), Tony Berry, Wilf Chamberlain, Rebecca Heaser, Graham Tomlin and Joan Wheatley. District Councillors Christopher Kemp and Garry Wheatley were in attendance from 8.25 pm having come straight from a meeting at SNC at Long Stratton. Two members of the public were in attendance for the early part of the meeting, namely John Heaser and Margaret Waller.
APOLOGIES	Apologies for absence were received from Duncan Frazer (Vice Chairman), who was away on business in Scotland, and County Councillor Judith Virgo, who was unfortunately in hospital.
DECLARATIONS OF INTEREST	The Chairman asked if any members wished to declare an interest in an item, or items, on the agenda. No declarations of interest were forthcoming.
MINUTES	The minutes of the Parish Council meeting held on 5 th December 2006 were – on a proposal by Tony Berry, which was seconded by Joan Wheatley – accepted as a true record of the business conducted. A copy of the minutes was therefore signed accordingly by the Chairman for retention in the Parish Council records.
PUBLIC, DISTRICT AND COUNTY COUNCILLOR PARTICIPATION	John Heaser spoke and referred to the migratory crossing of frogs and toads across Green Lane – this would soon be taking place (approximately from the end of February) for 2007. In particular John referred to (a) the letter of 14 th December to himself, as the local contact/registrant, from Froglife of Peterborough confirming site registration, (b) a Plan of Campaign, and (c) some copies of a notice for public display on the parish notice boards. It was noted that volunteers will seek to rescue many animals, including Great Crested Newts, mostly during March and that further volunteers are being sought. Following site registration, standard road warning signs could now be erected on the appropriate part of Green Lane and with this in mind the Parish Council instructed the Clerk to formally request that Norfolk County Council Planning & Transportation Dept. (Southern Area Office) arrange for the early erection of such signage. In addition, as a number of amphibians are lost as they fall through highway drainage grilles, the Clerk of the Parish Council was also requested to ask if permission could be granted for the laying of small mesh chicken wire on top of drainage grilles in Green Lane in the vicinity of Norman Nash's large pond.
PARISH AMENITIES	ANNUAL PLAY AREA INSPECTION The Clerk reported that he had been chasing down as to when inspection would be undertaken as SNC, had to his knowledge, not carried out the inspection by the end of December, as it said it would. A response was currently awaited from SNC to the Clerk's email of 10 th January in which it was pointed out that the original request from the Parish Council had been made on 8 th October 2006! YOUNG CHILDREN'S PLAY EQUIPMENT The Clerk reported that he had spoken on 27 th October, and on a number of subsequent occasions, to Adventure Playgrounds about the repair of the two small "spring" items of equipment. The latest information was that the tractor item had been removed from site for repair and that both items would

	<p>probably be back in use within the next couple of weeks.</p> <p>HIRE OF FOOTBALL PITCH</p> <p>It was confirmed that a (second) cheque amounting to £60-00, for the hire of the village pitch for three matches up to and including 17th December had been received just before Christmas and had been banked.</p> <p>VPF MAINTENANCE CONTRACT SEASON 2007</p> <p>The question of slightly amending the specification (used for season 2006) and how the contract(s) should be applied received consideration. With the regular use of the football pitch for adult matches, on Sunday mornings, it was agreed that it was very important that the regular maintenance of this main area of the playing field should definitely be undertaken by a gang mower as this would ensure a better standard of cut and the resultant cuttings – being much smaller – would not, as under the 2006 contract, tend to be left in “mounds” on the football pitch surface.</p> <p>It was therefore agreed that the specification would be revised accordingly and on the understanding that if a single contractor was unable to undertake all the Parish Council’s requirements the contract could be split between more than one contractor, i.e. quotations would be sought per item.</p> <p>TENNIS COURT NET REPLACEMENT</p> <p>The Clerk reported that after nearly two months since the placing of the order he had, in the past week, received a replacement new net but was now awaiting delivery of the also ordered two straining vertical steel rods which attach to the end posts. These, via a different manufacturer/supplier, would, the Clerk had been informed, arrive soon.</p> <p>RECYCLING FACILITIES UPDATE</p> <p>It was understood that the Village Inn public house was now under new ownership/management and it was hoped to be able to make contact with the new owners with a view to determining what plans were likely and whether the owners would be sympathetic to having community recycling facilities located on the site.</p>
<p>AFFORDABLE HOUSING</p>	<p>1. It was confirmed that the damage to the grass verge at the mouth of Gibbs Close that occurred on 30th November had now been repaired by Wellington Construction. It was appreciated that Wellington Construction had moved promptly to rectify the damage done by one of “their” large delivery vehicles.</p> <p>2. With construction now more than two months advanced the Clerk had made initial enquiries at SNC Housing to try to find out what level of local take up of interest had been registered and was surprised to be told that none was known, so far, by SNC.</p> <p>The Clerk had, in addition, determined that the Local Needs Cascade Exercise would not be undertaken by SNC, in conjunction with Hastoe Housing Association until perhaps one to two months in advance of the completion of construction. Hence SNC felt it was a little early for concerns in respect of any lack of interest from Little Melton residents/ relatives/families in particular.</p> <p>In consequence the Clerk had emailed HHA and their response of 15th January had reported that HHA had received eight expressions of interest from residents of Little Melton for the affordable properties under construction.</p> <p>It was noted that HHA would take nominations direct from SNC. The Clerk also mentioned (a) that HHA would be supplying some publicity material, and (b) for the third time he would be informing HHA that the Parish Council’s chosen name for the new development was “Home Croft”!</p>

<p>PARISH PLAN</p>	<p>It was confirmed that the finalised and printed (23 page) Parish Plan – together with a covering letter and short form for completion – had been delivered to each household in Little Melton in December. The PP defines important objectives for the village and covers the next few years.</p> <p>The PP Steering Group will now work together with existing village organisations in order to progress the Plan. The Parish Council, as one of the local organisations, will need to pursue a number of the objectives for the village including:-</p> <ul style="list-style-type: none"> • Re-introduction of a Post Office • Provision of mains gas supply • Visible policing • Recycling – reintroduction <p>The Clerk of the Parish Council was instructed to write to the appropriate authorities accordingly and it was also agreed that the possibility of the reintroduction of recycling facilities would also be pursued in due course. The potential creation of a Parish Council policy document on housing development was a matter for further and careful consideration and would be ongoing it was agreed.</p> <p>With regards to the question of improved Parish Council IT communication, Stewart Cable said he would be discussing the implications with John Heaser because the current website although free of costs had very limited hosting space etc.</p>
<p>PROPOSED WILDLIFE CONSERVATION AREA</p>	<p>The Clerk reported that rather disappointingly, in the past few days, it had been learnt by the proposer group that the potential development of a wildlife conservation area on land to the north of Mill Road was now unlikely to go ahead as the Evans Lombe Estate is not willing to sell the land in question. In consequence it would appear that this proposal will not be pursued further although it may be that there is the option of the setting up of a “management agreement” whereby the Estate retains ownership with approval being given for development and long term use of the site as a nature reserve.</p>
<p>HIGHWAYS</p>	<p>WEIGHT RESTRICTION SIGNAGE</p> <p>The Clerk confirmed the sending of an email on 6th December to NCC Planning & Transportation (Southern Area) and a follow up email on 10th January enquiring of progress regarding better visibility of the signage when approaching the crossroads and turning into Burnthouse Lane.</p> <p>In addition the Clerk had also asked about the haunching work – undertaken some time before Christmas – along part of Great Melton Road and in particular whether the work had been completed as safety cones remained.</p> <p>MILL ROAD DRAINAGE</p> <p>The Clerk drew attention to the latest situation. According to Chris Doggett (Trustee of the Parochial Charity) this was that some of the (other) trustees had been consulted and that over the Christmas and New Year break the allotment holders affected would be informally made aware of the necessity for the allotments ditch maintenance work, following which negotiations in respect of compensation would be necessary. Formal notification to each affected allotment holder would also be required.</p> <p>The Clerk said in his email of 10th January he had also asked NCC Planning & Transportation (Southern Area) if they had received a response from Chris Doggett re the taking up of their offer of free labour and plant to remove the build up of the silt.</p>

	<p>It was observed that although recent rain had not resulted in such flooding along this section of Mill Road it will undoubtedly do so in the course of time as the highway drainage outlet pipe enters the allotment ditch below the current water level.</p> <p>With it now being past the middle of January the Clerk was requested to email Chris Doggett in order to ascertain the latest progress.</p> <p>NORFOLK GRITTING ROUTES</p> <p>The Clerk reported the receipt from NCC Panning & Transportation Dept. of an information leaflet together with a schedule of route amendments. The schedule provided confirmation that Mill Road (U78008) from the C169 (School Lane junction) north/westwards to the village playing field junction was now a Priority 1 gritting route designation (whereas previously it had been categorised a Priority 3 gritting route).</p>
<p>PLANNING</p>	<p>Three results – all for approval – and all with conditions were reported. Firstly, via delegated powers, a single storey extension to the side of 12 School Lane (application submitted by Ms R Brennan).</p> <p>Secondly the granting of planning permission (with nine conditions) to Mr/Mrs Hazell for (a) new vehicular access onto School Lane, and (b) erection of detached garage at Manor House, School Lane.</p> <p>Thirdly, via delegated powers, an extension to the end of detached garage block (Manor Farm Barns) to house borehole tank storage and associated equipment. In addition – under delegated powers – it was reported that the submission by Anglian Water seeking a “Screening Opinion” (to determine if an Environmental Statement was required) for the construction of a new potable water main at Barford, Colney, Cringleford, Marlingford and Little Melton had been reported, by SNC, as “Prior Approval Not Required” under delegated powers.</p>
<p>CLERK’S CORRESPONDENCE</p>	<p>The Clerk of the Council’s correspondence, as notified to all Parish Councillors on the schedule appended with the agenda plus a few late additions, was noted and accepted.</p> <p>Three particular items were highlighted.</p> <p>(1) The Parish and District Elections to be held on Thursday 3 May and the reiteration of key dates etc. It was noted that nomination papers should be forwarded (by SNC) to the Clerk of the Parish Council on or around 28 February.</p> <p>The Clerk highlighted the fact that (completed) nominations – including for existing Parish Councillors who are seeking to remain in office – cannot be submitted to the District Council’s Returning Officer, by the candidates themselves prior to Tuesday 27 March.</p> <p>It was also emphasised that the closing time/date for the receipt, at SNC, of nominations is Wednesday 4 April.</p> <p>Notice of Election will be sent out by SNC week commencing 12 March.</p> <p>The Chairman further stressed that he and the Clerk would be hosting an informal open meeting at the Village Hall on Thursday 15 March from 8.00 to 9.00 pm for potential candidates to come along and have a chat and ask questions.</p> <p>(2) A letter from SNC Planning Services Department headed Planning for Gypsies and Travellers in South Norfolk which explained the current position in respect of the finding of suitable sites.</p> <p>It was noted that the new plan will be called the Gypsy and Traveller Local Development Document (LDD) and work on this has just started and one of the first stages in preparing the LDD is a scoping report explaining how SNC intend to</p>

	<p>carry out a Sustainability Appraisal of the LDD.</p> <p>(3) The Head of Regional Planning's letter of 5 January regarding proposed changes to the Draft Revision to the Regional Spatial Strategy for the East of England – the East of England Plan. It was noted that there were no specific references to Little Melton.</p> <p>Finally District Councillors Garry Wheatley and Christopher Kemp report their meeting at SNC earlier in the evening regarding Norwich City Council's bid for unitary status.</p> <p>With regard to the City's optional bid for an extended boundary it was pointed out that currently this did not include Little Melton although most other parishes in the vicinity were included in the proposals.</p> <p>The timetable was understood to be that the bid for an expanded city boundary would be submitted by the end of March with a decision, by the Central Government, on whether to take this forward by June.</p> <p>It appeared that the whole LDF process, including the question of a focus on a greater Norwich area, was being put back approximately two years. The earliest date for a decision was now thought to be October 2007 and, if the city proposals received approval, new shadow local authorities would be introduced from April 2008 with full implementation in April 2009.</p>												
BILLS/RECEIPT	<p>On a proposal by Tony Berry, seconded by Graham Tomlin, the undermentioned invoices were authorised for payment:-</p> <table data-bbox="443 884 1406 1100"> <tr> <td>Geo.R.Reeve Ltd.-Parish Plan printing booklets</td> <td>£1,449-00</td> </tr> <tr> <td>Mr R Sinclair-Admin.costs 1/10-31/12/06</td> <td>£ 42-67</td> </tr> <tr> <td>Mr R Sinclair-Refund of Broadband for December</td> <td>£ 9-49</td> </tr> <tr> <td>Mr S Cable-Refund printing of PP covering letter.</td> <td>£ 19-00</td> </tr> <tr> <td>LM Community Trust-hire of village hall PCMs 2007</td> <td>£ 90-00</td> </tr> <tr> <td>Inland Revenue-Income Tax Clerk's salary 1/10-31/12/06</td> <td>£ 191-97</td> </tr> </table> <p>One receipt was reported, namely from Hethersett Wanderers FC for the hire of the VPF football pitch for three Sunday matches up to and including 17/12/06.</p>	Geo.R.Reeve Ltd.-Parish Plan printing booklets	£1,449-00	Mr R Sinclair-Admin.costs 1/10-31/12/06	£ 42-67	Mr R Sinclair-Refund of Broadband for December	£ 9-49	Mr S Cable-Refund printing of PP covering letter.	£ 19-00	LM Community Trust-hire of village hall PCMs 2007	£ 90-00	Inland Revenue-Income Tax Clerk's salary 1/10-31/12/06	£ 191-97
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DATE OF NEXT MEETING	<p>The date of the next Parish Council meeting was confirmed as being Tuesday 20 February 2007 commencing at 7.30 pm in the Village Hall.</p> <p>There being no further business the meeting concluded at 9.05 pm.</p>												
	<p>Chairman.....</p> <p>Date.....</p>												