

LITTLE MELTON PARISH COUNCIL MEETING
at THE VILLAGE HALL, MILL ROAD, LITTLE MELTON
TUESDAY 19th JUNE 2007 at 7.30 pm

PRESENT	<p>Stewart Cable (Chairman), Tony Berry (Vice-Chairman), Wilf Chamberlain, Duncan Frazer, John Heaser, Graham Tomlin and Joan Wheatley.</p> <p>District Councillor Garry Wheatley and County Councillor Judith Virgo were also present as was District Councillor Christopher Kemp from 7.48 pm.</p> <p>In addition four members of the public were present, namely Margaret Waller, Ray and Julia Rumsby, and from 7.42 pm Judy Aslin.</p>
CO-OPTION	<p>The Clerk reported that since the Annual Parish Council meeting on 15 May Graham Tomlin and Joan Wheatley had both formally stated that they wished to be considered for co-option onto the new Parish Council. As no other nominations had been received the Parish Council unanimously, on a proposal by Tony Berry which was seconded by John Heaser, formally approved both co-options and therefore, with immediate effect, the full (seven) membership of the new Parish Council was confirmed.</p> <p>The Clerk said he would ensure South Norfolk Council was informed accordingly.</p>
DECLARATIONS	<p>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.</p>
MINUTES	<p>The minutes of the Annual Parish Council meeting held on 15 May 2007 were – on a proposal by Tony Berry, which was seconded by Duncan Frazer – accepted as a true record of the business conducted. A copy of the minutes was therefore signed and dated accordingly by the Chairman for retention in the Parish Council records.</p>
PUBLIC, DISTRICT AND COUNTY COUNCILLOR PARTICIPATION	<p>The Chairman asked those present to speak on any matters not included on the agenda. District Councillor Garry Wheatley reported that the planning application submitted by Mrs P Killigrew proposing a new dwelling with integral garage on land opposite 4 The Close was reconsidered by South Norfolk Council North West Area Planning Committee and, contrary to the Officer recommendation, approved subject to several conditions including (a) the provision of a new short section of (metalled) footpath along School Lane, in accordance with NCC Highway requirements, (b) that no permitted development rights would be granted and (c) the creation of a turning area at the southern end of The Close.</p>
ADOPTION OF NEW CODE OF CONDUCT	<p>The Clerk referred to:-</p> <ul style="list-style-type: none"> • the considerable correspondence and emails regarding the introduction of the New Code of Conduct for members of the Parish Council which came into force from 3 May 2007. • the letters of 1 May and 1 June from the Standards Board

	<p>of England.</p> <ul style="list-style-type: none"> the recent distribution – to each member of the Parish Council – of (a) the publication The Code of Conduct Guide for Members, and (b) the Pocket Guide of the Code of Conduct. Both these publications were dated May 2007 but had not been received by the Clerk of the Parish Council until 6 June. <p>The Standards Board for England encourages local councils to adopt the Code at the first opportunity. The advice of the Standards Board is that the new Code is adopted unamended with one exception, which is that the inclusion of paragraph 12 (2) should receive consideration by the Parish Council. Paragraph 12 (2), although not mandatory for parishes, gives members with a prejudicial interest the same rights as members of the public to speak to a meeting on the issue and then leave before the main discussion and vote.</p> <p>The Parish Council considered that this provision should apply and in consequence, on a proposal by Duncan Frazer which was seconded by Tony Berry, agreed to pass a resolution adopting the Model Code of Conduct with the addition of paragraph 12 (2).</p> <p>The Clerk was therefore instructed to notify the Standards Board of England accordingly.</p> <p>It was further noted that in addition to the adoption of the New Code of Conduct (including paragraph 12 (2)) that the Standards Board recommends that in order to provide clarity the Parish Council should have a Standing Order in place which sets out clearly the circumstances whereby members of the public can attend meetings of the authority for the purpose of making representations, giving evidence or answering questions.</p> <p>The Clerk concluded by pointing out that with the adoption of the new Code each Parish Councillor would need to complete a new and amended Register of Interests form, which would include hospitality. The Clerk therefore confirmed he would shortly be passing a form to each of the seven members for them to complete and return to Chris Walton at South Norfolk Council by 17 July 2007.</p>
<p>PARISH AMENITIES</p>	<p>TENNIS COURT LINING</p> <p>The Clerk reported the successful undertaking (by Crook Power Washing of Pulham St Mary) of the white relining of the tennis court on the village playing field. In preparation the contractor had applied moss killer, including on the path leading to the court, and also power washed the court surface before the relining.</p> <p>It was noted that the cost amounted to £400-00 in total, i.e. £200-00 for the power washing and £200-00 to mark the lines. The Clerk also said that the contractor had recommended the annual power washing of the court but said he had informed Mr Crook that budgetary constraints might well preclude such work, at least in the near future.</p> <p>DOG WASTE BIN</p> <p>The siting of the (3rd) proposed dog waste bin was discussed.</p>

	<p>The local school, via the School Travel Plan, had been asked to put forward a siting position along School Lane, taking into account the necessity to establish (if it was proposed to be sited in front of private property) that this was acceptable to the owner.</p> <p>As little feedback had to date been received by the Parish Council it was agreed to defer further consideration of this matter until at least the next meeting of the Parish Council on 24 July.</p>
<p>REPLACEMENT OF EMERGENCY EXIT DOORS – VILLAGE HALL</p>	<p>Following on from the instructions of the previous parish council meeting the Clerk of the Council reported he had sought quotations from eight contractors and received four quotations in reply.</p> <p>The four contractors who had provided quotations were:- SSGE – at a cost of £1,157.38 including VAT SAS Installations – at a cost of £1,238.84 including VAT Windows Plus UK– at a cost of £1,246.70 including VAT Peter Herwin – at a cost of £1,533.38 including VAT.</p> <p>The Parish Council, on a proposal by Duncan Frazer which was seconded by John Heaser, unanimously agreed to accept the quotation in the sum of £1,157.38 submitted by SSGE and instructed the Clerk to take action to have this work put in hand.</p> <p>BROKEN TIMBER SLATS TO SEATS</p> <p>It was reported that the replacement of the defective timber slats to the two seats in the young children’s play area was in hand and hopefully this work would be soon carried out.</p> <p>VILLAGE PLAYING FIELD – MOLES</p> <p>The Clerk emphasised that following the introduction of more stringent health and safety requirements it was now illegal to use poisons such as strychnine hydrochloride in areas/facilities accessible to the public and therefore he had found it very difficult to find a contractor to undertake the mole eradication.</p> <p>However the Clerk had been able eventually to obtain a price from the local branch of ABATE (Wymondham) and established that to come and lay the traps and check them next day etc would cost £45-00 plus VAT per visit. As there would be no guarantee that a single visit would be sufficient the cost to complete the treatment was unknown.</p> <p>In addition the Parish Council would be responsible for the replacement/repair of any traps at a cost of £5.00 each trap and the areas in question would have to be fenced off from public use.</p> <p>It was noted that some more molehills had appeared within the young children’s play area and on part of the lower (southern) end of the football pitch.</p> <p>After considerable discussion of this issue the Parish Council agreed to monitor the situation to determine what new molehills appeared and if necessary take local action. In the meantime attempts would be made to find out the name and telephone number of the mole catcher employed by Great Melton Cricket Club.</p>

	<p>FOOTBALL PITCH 2007/2008 SEASON The Clerk mentioned he had obtained a quotation for harrowing and rolling the football pitch and this amounted to £40-00 plus VAT. However it was observed that there appeared to be little, if anything, wrong with the surface of the football pitch! In consequence it was agreed that no action was currently necessary in respect of the (alleged) dip in the surface across the lower end of the pitch.</p> <p>POSSIBLE PLAY AREA PROVISION FOR OLDER CHILDREN The Clerk mentioned that Mrs Hazell, Manor House, School Lane was hoping to raise funding for such a project and was undertaking some initial investigations and enquiries.</p> <p>ONE OFF USE OF CAR PARK The Clerk reported that a Kevin Shaw from the World Wide Church of God had telephoned and asked if the Parish Council would agree to the WWCG holding an “outreach” type of event which would be a one off plant sale etc., probably held on a Saturday afternoon, on the village hall car park. The proceeds from the sale would, Mr. Shaw had informed the Clerk, be passed to a (yet to be determined) local good cause. Mr Shaw had said he would like the Parish Council to nominate a local good cause.</p> <p>The Parish Council agreed that it had no objection (subject to Mr Shaw checking that this did not conflict with any other event) to this one off event being held and instructed the Clerk to respond accordingly. With regard to nominating a local good cause the Parish Council deferred consideration of this question possibly until it was known how much funding had been raised by the WWCG.</p>
<p>AFFORDABLE HOUSING</p>	<p>The latest information was that (a) handover is still expected in mid August, (b) Hastoe Housing Association had received quite a lot of enquiries/applications for the shared ownership units, (c) HHA await, from South Norfolk Council, nominations for the rented units, and (d) confirmation had been received that applications with a strong local connection would be given priority, in accordance with the Section 106 Agreement.</p>
<p>HIGHWAYS</p>	<p>Following the previous Parish Council meeting the Clerk confirmed that he had sent a comprehensive email to the Norfolk County Council Planning and Transportation Department, supporting the local campaign for a safer and healthier journey to and from Little Melton First School, and Mike Allfrey from the Southern Area Office had replied on 5 June. The Clerk read Mr Allfrey’s email which in summary said that it was a question of priorities and the proposed improvements for Little Melton do not currently have priority for early implementation.</p> <p>As already stated on a number of occasions, by NCC, the completion of the short section of footway on the northern side of Mill Road has a low priority in view of a points total assessment of only 32.</p> <p>With regard to the additional signage (designed by local school children perhaps), after the Clerk had clarified to Mr</p>

	<p>Allfrey what was being sought, Mr Allfrey had further responded that he had not appreciated that the school/Parish Council were referring to approved non-standard signing and that such signage was incorporated into signs required for traffic calming schemes/20 mph zones in the vicinity of schools which were associated with the school travel plans. For future correspondence regarding school travel plans the Clerk had been informed of two more appropriate contacts (Josie Barnett for School Travel Plans and Phillip Schramm for Safer and Healthier Journeys to Schools Initiative) at County Hall and therefore he had emailed these officers, on 13 June, in order to progress these matters and replies were awaited. It was understood that local funding for the improvements was currently being investigated by the school staff and governors.</p>
<p>PARISH PLAN</p>	<p>Stewart Cable spoke on the latest situation regarding the Village Inn and said that a new landlord was anticipating taking over the running of the premises on around 25 July, when it would cease being a Brewers Fare. Although it would not technically become a freehouse the Village Inn would, the Chairman had been informed, become a similar type of establishment.</p> <p>Once in charge the new landlord would close the Village Inn for about six weeks so the revamped Village Inn was likely to open again in September.</p> <p>The new landlord was understood to be sympathetic to the wishes of villagers, as expressed in the Parish Plan, and would be seeking a parishioner (over 18 years of age) to design new signage.</p> <p>As the Parish Council is very much in favour of re-establishing the bottle bank recycling facility in the village, the Clerk of the Parish Council was, in conclusion, requested to write to SNC and ask that early consideration be given to the siting (again) of this much appreciated provision on the Village Inn car park.</p>
<p>PLANNING</p>	<p>(1)The withdrawal of the 2003/2004 application (submitted by Norfolk County Council Planning & Transportation Dept) was reported. This application had been submitted in respect of land adjacent to the B1108 Watton Road, Colney and had included placement of new carriageway to University Hospital from B1108 Watton Road, construction of new access roads, roundabout, pedestrian and cycle routes and crossings between A47, Colney Lane and new roundabout with associated works.</p> <p>Then, on 16 May, the Parish Council had received a letter etc from SNC relating to the latest proposals for what was headed up as the Norwich Research Park, Colney – Consultation on Draft Development Brief.</p> <p>This explained that SNC had commissioned consultants to write a Development Brief to guide and co-ordinate development on land allocated at the NRP in the South Norfolk Local Plan (2003)</p> <p>The DB provides land for potential expansion including the University of East Anglia, the Norfolk & Norwich University Hospital, John Innes Centre, Institute of Food</p>

Research, the Sainsbury Laboratory and companies Working out of the NRP.

It was noted that Development Briefs are said to be a stepping stone between planning policy and the detail of a planning application (so providing the parameters for agents to report to clients).

Public Transport and Car access Strategy was part of the Brief and included the proposed creation of a new junction on the B1108 at the foot of Colney Hall drive and a new 6.5m wide Link Road connecting the new B1108 junction with Hethersett Lane.

Attention was drawn to the email dated 1 June from Hazel Martin, Clerk to Colney Parish Meeting, which strongly expressed Colney's serious concerns especially in respect of the vastly increased additional land being allocated for research and development.

The consultation period of 21 May to 29 June was noted as was the necessity for comments, from the Parish Council, to be returned to SNC by Friday 29 June.

In view of the complex nature of this subject it was agreed that the Chairman and Clerk would put together a Parish Council response, taking account of the views expressed by members including strongly advocating improvements to the pedestrian/cycle access at the intersection of School Lane (C169) and the A47 NSB.

Overall the forming of the Development Brief had to be seen against the background of Norwich City Council's bid for unitary status.

(2)Yarrow, Braymeadow Lane (applicant Carolyn Sayer)

This application proposed a new dwelling and garage, on the northern side of the existing property, and new garage for Yarrow on the southern side.

Following notification, by the Parish Council, to neighbours in the vicinity the Clerk was informed of very strong objections from the owners of Rose & Crown Cottage, 48 School Lane and White Cottage, Braymeadow Lane the two adjacent properties that would be most adversely affected by the proposed development.

A four page comment, from Mr & Mrs Rumsby expressing serious concerns had been forwarded to the Parish Council and had been copied to all parish councillors.

Invited to speak and explain their objections Mr & Mrs Rumsby elaborated on the reasons for their objections and Judy Aslin also spoke.

The Parish Council, following considerable discussion, agreed to submit its comments/views to SNC which in summary recommended "refusal" and that any resubmitted application should take into account a lower level pitched roof, the exclusion of (further) permitted development, especially in the roof, a less dominating and prejudicial proposal, site levels and various highway issues.

The Clerk was therefore requested to respond to SNC accordingly.

	<p>(3)All Saints Church, Mill Road – Extension to church. This application had been received soon after the Annual Parish Council meeting and proposed an extension to the front of the church to provide a meeting room, store, kitchenette, toilet and lobby. After discussion of the detail of the proposals it was agreed the response to SNC should be “no objection”. Two results were also reported. Surprisingly Mr A Parrot’s proposed erection of single storey extension with “loft” bedroom was refused by SNC, under delegated powers, despite the Parish Council stating it had “no views or comments” to the original and amended proposals. Secondly the ongoing saga of consideration, by SNC, of Mrs. P Killigrew’s proposal for the construction of one new dwelling with integral garage (land opposite 4 The Close) was finally resolved with SNC North West Area Planning Committee members approving the application on 18 June despite the SNC Officer recommendation being refusal. Approval was subject to several conditions including the provision of (a) a highways standard footpath to the front of 68 and 70 School Lane extending slightly into the road, to improve visibility/safety and (b) a vehicle turning area at the bottom of the Close.</p>
CLERK OF THE COUNCIL’S CORRESPONDANCE	The schedule showing the correspondence received since the Annual Parish Council meeting held on 15 May, included with the agenda delivered to members was noted, as were several items subsequently received.
BILLS/RECEIPTS	<p>On a proposal by Duncan Frazer, seconded by John Heaser, The undermentioned invoices were authorised for payment:-</p> <p>Nocheese Ltd. (GreenasGrass) – VPF maintenance for May 2007 £186-04</p> <p>Crook Power Washing – washing & relining of tennis court (VPF) £400-00</p> <p>Mr R Sinclair – refund 50% cost Broadband for the period 25/5 -24/6/07 £ 9-49</p> <p>Mr R Sinclair – refund 50% cost Broadband for the period 25/6 – 24/7/07 £ 9-49</p> <p>On the receipts side it was reported that the Clerk had recently received a cheque, from Inland Revenue, in the sum of £250-00 which was a tax free incentive payment awarded to the Parish Council for the Clerk submitting his income tax yearly form on line for the income tax year 2005/2006.</p>
DATE OF NEXT MEETING	The date of the next Parish Council meeting was confirmed as being Tuesday 24 July commencing at 7.30 pm in the Village Hall. There being no other business the meeting concluded at 9.38 pm.
	<p>CHAIRMAN.....</p> <p>DATE.....</p>