

**LITTLE MELTON PARISH COUNCIL MEETING**  
**at the VILLAGE HALL, MILL ROAD, LITTLE MELTON**  
**TUESDAY 17 FEBRUARY 2009**

<b>PRESENT</b>	John Heaser (Chairman), Stewart Cable (Vice-Chairman), Tony Berry, Wilf Chamberlain and, from 7.45 pm, Duncan Frazer. District Councillors Christopher Kemp and Garry Wheatley were also in attendance. In addition Fiona Whiting, Extended Schools Co-ordinator (Hethersett Cluster) was present as was one member of the public, namely Keith Drinkwater, 23 Greenacres.
<b>APOLOGIES</b>	Apologies for absence were received from Graham Tomlin, Joan Wheatley and County Councillor Judith Virgo.
<b>DECLARATIONS OF INTEREST</b>	The Chair asked if any member(s) wished to declare an interest in an item/items on the agenda. No declarations of interest were forthcoming.
<b>MINUTES</b>	The minutes of the Parish Council meeting held on 13 January 2009 were – on a proposal by Tony Berry which was seconded by Stewart Cable – accepted as a true record of the business conducted. A copy of the minutes was therefore signed accordingly by the Chair for retention in the Parish Council records.
<b>PUBLIC, DISTRICT AND COUNTY COUNCILLOR PARTICIPATION</b>	No matters for discussion were raised under this item.
<b>FIONA WHITING</b>	The Chairman welcomed Fiona Whiting, Extended Schools Co-ordinator, to the meeting and asked her to explain her role. Mrs Whiting said she was employed by a cluster of seven schools (three at Hethersett, two at Mulbarton and one each at Little Melton and Cringleford) and her role could involve a wide range of matters including Every Child Matters, partnerships, with PCSOs, breakfast and after school clubs, Adult and Community Use, Child Care, Swift and Easy Access, Parenting and Family Support etc. Initially Mrs Whiting undertakes an internal audit of each school. Mrs Whiting added she also works with Hethersett Parish Council and the Hethersett Youth Club. Following her presentation Fiona Whiting was thanked for attending and left the meeting.
<b>PROPOSED CYCLE PATH LINK</b>	The Chairman gave an overview of the proposed cycle path link from Little Melton to Hethersett and suggested that with the GNDP having now put forward a firm proposal for development in the area there might be a better chance of making progress on a dedicated cycle path. The Clerk drew attention to the email of 13 January from Mr M Allfrey, NCC Southern Office, P & T Department, which said that the Parish Council's request for a cycle path between Little Melton and Hethersett will be kept on the NCC long list of future potential schemes. The scheme was too expensive to currently implement and taken in the context of the predicted low usage it does not compare favourably with the high cost (including land acquisition) of implementation. In conclusion Mr. Allfrey had added that with development predicted in the area there may be the opportunity for developer funding. The Chairman said that it might be possible to get Fiona Whiting

	<p>involved in determining other funding possibilities and that it would be better if Little Melton and Hethersett Parish Councils pushed for this provision together and that he had already been speaking to Ann Edwards, one of the Hethersett Parish Councillors, about a cycle path connecting Hethersett, Little Melton and the NRP.</p> <p>District Councillor Garry Wheatley said that the B1108 proposed cycle path had not, as far as he was aware, been progressed and with no details being available as yet of the much smaller Gable Developments housing development (Hethersett) provision might be more longer term. Basically there were two ways to fund such provision (a) via Norfolk County Council or (b) via a Section 106 Agreement on developers, ie as a consequence of more development but in either instance landowners would need to be involved.</p> <p>In conclusion John Heaser said he would be consulting with the local school with a view to pursuing this issue and that he would request a survey to be undertaken to establish usage etc.</p>
<p><b>PLANNING</b></p>	<p>Two results were reported:-</p> <p>Firstly that the proposal (2008/2177), submitted by Mr J Leverett, for the provision of a new cap to the Tower Mill incorporating high level windows to the third floor (Mill House, Mill Road) had been approved, with five conditions, between 4 and 10 January 2009. It was noted that (a) this result followed the referring back of the proposal to SNC Committee and (b) the occupation hereby permitted shall not be occupied at any time other than for purposes ancillary to the residential use of the dwelling known as Mill House.</p> <p>Secondly that the proposal (2008/2440) submitted by Chris Doggett proposing the conversion of the annex to existing dwelling for occupation as domestic use in connection with the main dwelling (1 Church Farm Barns, Rectory Lane) had been approved, with four conditions, between 1 and 7 February 2009.</p>
<p><b>PARISH AMENITIES</b></p>	<p><b>PLAY AREA ANNUAL SAFETY INSPECTION REPORT – UPDATE</b></p> <p>The Clerk confirmed that all twenty five items brought to the attention of the Parish Council by ROSPA’s Annual Play Area Safety Inspection Report of 1 October 2008 were being actively pursued, in terms of remedial action, or as in a couple of cases, monitored in accordance with the recommendation of the Inspection.</p> <p>In particular the under mentioned action was being put in hand:-</p> <ul style="list-style-type: none"> <li>*Basic maintenance – John Heaser was hopeful of getting Paul Runeckles and Mrs Hazell to undertake tasks such as sweeping etc. (it was noted that Paul Runeckles and Mrs Hazell were making investigations into the possibility of play provision for older children/youths which would require the acquisition or leasing of additional land).</li> <li>*The Clerk to pursue with Adventure Playgrounds Ltd – following John Heaser and Stuart Cable’s assessment on site, on 2 February, (in Clerk’s absence) – the quotations for the remedial action necessary to Oxborough Junior Multiplay (largest item of equipment).</li> <li>*John Heaser to discuss power washing with Paul Runeckles.</li> <li>*John Heaser to discuss with Paul Runeckles the building up of the edging of the impact area close to the “springie” tractor.</li> <li>* Wilf Chamberlain to raise the lowest branches of the trees to a minimum height of 2500mm from the ground.</li> </ul>

	<p>*The Clerk to contact and instruct a mole control man to visit and take appropriate action.</p> <p>*The Clerk to ensure a (safety) warning sign is erected on the pole supporting the basket ball goal.</p> <p>*Wilf Chamberlain to obtain some galvanized piping which will be used to create a safety barrier – just inside the boundary of the playing field – and John Symonds to be asked to erect and also (with wheelchair access in mind) to relocate as necessary the concrete slabs just inside the gates to the young children’s play area.</p> <p><b>VILLAGE HALL DOORS CERTIFICATE OF INSURANCE</b>  The Clerk reported the receipt, on 9 February, of the CGFI Certificate of Insurance in respect of the installation of the new UPVC double external doors on the western elevation of the Village Hall last autumn – effective for a ten year period commencing 3/11/08.</p> <p><b>LETTER FROM CHAIR OF SNC</b>  The Clerk drew attention to a letter from Margaret Dewsbury, the Chair of SNC, offering (as her chosen theme for the year “Safe in South Norfolk”) a reduction in the cost of the ROSPA training from £70-00 to just £20-00, to send up to two people on a training course over the weekend of March 28/29 2009.</p> <p>No immediate interest was expressed and the Chairman said he would make this offer known to Paul Runeckles.</p> <p><b>VILLAGE PLAYING FIELD FOOTBALL PITCH HIRINGS</b>  The Clerk reported the recent hire of the football pitch as follows:-  Hethersett Ath. FC Youth U14s – match 25/1/09 (£13-00)  Hethersett Ath. FC Youth U16s – training 31/1/09 (£5-00)  Hethersett Ath. FC Youth U16s – training 14/2/09 (£5-00)  Hethersett Ath. FC Youth U14s – match 8/2/09 (£13-00).</p> <p>The Clerk confirmed that as training sessions were now being held on the local village football pitch on more than the odd occasion it had been agreed that the Parish Council would make a charge of £5-00 for such use (maximum of 2 hours).</p> <p>It was also noted that these hirings would be displayed on the PC’s website.</p> <p><b>VILLAGE HALL REPLACEMENT DOORS PROGRAMME.</b>  The next phase of the replacement external doors programme was agreed (budgetary provision had been made) and therefore the Clerk was instructed to go ahead and seek quotations for the replacement of the double (wider) set of doors on the northern elevation.</p>
<p><b>HIGHWAYS</b></p>	<p><b>IMPROVEMENT PRIORITIES</b>  The Clerk of the Council’s email of 20 January to NCC P &amp; T Southern Office was reported – this had pointed out that a response (NCC email of 18 December refers) had not been received in respect of two requests, namely the seeking of (a) road surface improvements to School Lane, and (b) repairs required to Ringwood Close (this road was scheduled for top dressing in 2007/2008).</p> <p><b>MAINTENANCE</b>  The Clerk reported the NCC reply of 13 February to his email of 24 December which was (a) that the potholes surrounding the manhole at the Green Lane/School Lane junction had been repaired, and (b) that the manhole located on School Lane, fronting the Manor House which was overflowing most of the time (it is not chlorinated water) is</p>

	<p>connected to a piped system which appears to have a partial blockage and the defect has become apparent due to the very wet conditions recently experienced. In consequence NCC is to arrange for the system to be jetted and cleared right to the outfall.</p> <p>The Chair also pointed out that the maintenance to the path/cycle way at the bottom of School Lane, adjacent to the A47 NSB, had still not been undertaken – the Clerk said he would remind NCC that this work still had to be carried out.</p> <p><b>MILL ROAD</b></p> <p>The Clerk reported the letter of 7 February from Mr Wood of Homefield, Mill Road in respect of (a) the proposed signage to indicate priority at the (to be) narrowed section of Mill Road, and (b) the suggested reduction in the speed limit to 20 mph along Mill Road. The NCC response of 13 February stated that (a) was not to be included and (b) has already been rejected. Consequently the Clerk had responded accordingly to Mr Wood but added that these matters would receive further discussion at the Parish Council meeting on 17 February, which Mr Wood was very welcome to attend.</p> <p>Concluding the Parish Council agree that the Clerk would go back to Helen Childs at NCC and pursue the issue of priority signage and stress that such signage would be instead of “road narrows” signage – it would not be additional.</p> <p><b>MILL ROAD TEMPORARY CLOSURE</b></p> <p>The Clerk reported the receipt of a notification from NCC, that a section of the U78008 Mill Road – outside Rosecolm for 25 metres east – was to be temporarily closed (except for access) from 9 March for an expected 2 days to facilitate repairs to the water service.</p> <p>The Clerk added that he would shortly erect notices highlighting the closure on local notice boards, in the local shop, in the village hall and would also notify the local playgroup.</p> <p><b>ROAD SAFETY ISSUES ADDRESSED IN HETHERSETT &amp; MULBARTON</b></p> <p>It was noted – via the email of 19 January from Lucy Brewster, Safer Neighbourhood Communications Officer (Breckland and South Norfolk) that a SNAP meeting on January 27 had decided on three priorities to act on in the next three months, namely:-</p> <ol style="list-style-type: none"> <li>1. Community Speed watches – two set up in the area.</li> <li>2. Parking at Hetherset Schools.</li> <li>3. Parking at Mulbarton Common.</li> </ol>
<p><b>LOCAL GOVERNMENT UPDATE</b></p>	<p>District Councillor Christopher Kemp reported that the Boundary Committee had been due to report soon but the Government has agreed to a five month delay in the process, which means that a decision will not be made until 15 July. Hence there will be an eight week consultation on revised proposals between 19 March and 14 May – during which the Parish Council will have the opportunity to submit comments.</p> <p>It was noted that the upcoming County Council elections may be fought on the proposals and in the longer term the General Election in 2010 may leave little, if any, time for implementation.</p>
<p><b>GNDP UPDATE</b></p>	<p>District Councillor Garry Wheatley said that the GNDP was now working towards the next stage in the consultation process (March 2009) which would include (a) 1,200 new dwellings at Colney/Cringleford and (b)</p>

	1,000 new dwellings at what is termed Hetherset. At present the precise location proposed for the new dwellings at Hetherset has not been publicly made known.
<b>DISTRICT, COUNTY AND REGIONAL DOCUMENTS</b>	No documents had been received since the previous Parish Council meeting.
<b>INTERNAL VERIFICATION</b>	Due to the Clerk's recent operation the internal verification of the Parish Council Accounts for the period mid September to mid December 2008 had to be deferred and will now hopefully be undertaken prior to the next Parish Council meeting on 7 April.
<b>CLERK'S CORRESPONDENCE</b>	The Clerk drew attention to the schedule of Clerk of the Council's correspondence, as provided to each Parish Councillor with the agenda, together with late additions since 11 February. The later receipt of the email on Environmental Services Monthly Update of 15 February, from SNC, was noted.
<b>BILLS/RECEIPTS</b>	<p>On a proposal by Duncan Frazer, which was seconded by Stewart Cable, the undermentioned invoices were authorised for payment:-</p> <p>Broker Network Ltd (Came &amp; Company) – revised insurance  Cover for period 13/1 – 31/5/09 (Cheque No 100961) £ 25-00  LM Community Trust – Hire of VH - PCMs 2009 (100962) £110-00  Mr R Sinclair – refund official b/band 25/1-24/2/09 (100963) £ 9-29  Marcus Kett – VPF maintenance Jan &amp; Feb 2009 (100964) £372-08  Mr R Sinclair-ref off phone 811432 14/10/08-13/1/09 (100965) £ 48-67</p> <p>Receipts were reported from:-</p> <p>Hetherset Athletic FC U16s (training) 31/1 &amp; 14/2/09 £ 10-00  Hetherset Athletic FC U14s (matches) 25/1 &amp; 8/2/09 £ 26-00</p>
<b>ANNUAL PARISH MEETING</b>	The Clerk confirmed that he would shortly be sending out the invitations, to all local organisations, for the submission of the annual reports to the Annual Parish Meeting to be held on Tuesday 17 March 2009.
<b>DATE OF NEXT MEETING</b>	The date of the next Parish Council meeting was confirmed as Tuesday 7 April 2009 commencing, in the Village Hall, at 7.30 pm. There being no further business the meeting concluded at 9.00 pm.
	<p><b>Chairperson</b> .....</p> <p><b>Date</b> .....</p>