

LITTLE MELTON PARISH COUNCIL MEETING
at the VILLAGE HALL, MILL ROAD, LITTLE MELTON
TUESDAY 1 DECEMBER 2009

PRESENT	John Heaser (Chair), Stewart Cable (Vice-Chair), Wilf Chamberlain, Duncan Frazer, Graham Tomlin and Joan Wheatley. Also in attendance was District Councillor Garry Wheatley.
APOLOGIES	Apologies for absence were received from Tony Berry and District Councillor Christopher Kemp.
DECLARATIONS OF INTEREST	The Chair asked if any member(s) wished to declare an interest in any item/items on the agenda. No declarations were forthcoming.
MINUTES	The minutes of the Parish Council meeting held on 20 October 2009 were, on a proposal by Joan Wheatley which was seconded by Stewart Cable, accepted as a true record of the business conducted and therefore a copy was signed and dated by the Chair for retention in the Parish Council records.
PUBLIC PARTICIPATION	District Councillor Garry Wheatley, invited to speak, reported that he had recently attended a Bawburgh Parish Council meeting and, in respect of the planning application submitted by Gable Developments Ltd. amended proposal (Villa Farm, Watton Road – 2009/0910) for the Change of Use of piggery buildings to a dwelling and Change of Use of redundant agricultural buildings to B1 and B8 uses etc., he had been informed that Bawburgh Parish Council had withdrawn their objection to the proposal. However after becoming aware of the Norfolk County Council Traffic Engineer's extremely strong view against the proposal Garry Wheatley said hopefully Bawburgh Parish Council would, once again, register objection.
PROPOSED CYCLE PATH LINK	John Heaser reported on the latest progress with the campaign for a cycle path link from Little Melton to Hethersett and referred to the article/report in the Eastern Evening News of 13 November and also highlighted the well publicised event to go ahead on 4 December, which will see the MP for South Norfolk, Richard Bacon, join local children as they cycle to school in Hethersett etc. (Little Melton Primary School and Hethersett Junior and High Schools). In addition Richard Bacon will witness cyclists attempting to cross the A47/NSB from the north/eastern section of School Lane. John Heaser said the campaign also had the support of the local County Councillor, Daniel Cox, and the local District Councillors and a significant number of others as well as, of course, including the local schools. Good publicity was in addition being obtained with BBC TV Newsround visiting the local Primary School to talk and highlight young children participating in local democracy. It was furthermore understood that James Boddy may well be supportive of the cause for off road cycle path provision in the vicinity especially bearing in mind the potential development of Colney Hall.
PLANNING	RESULTS Mr P Wilson, Orchard House, Great Melton Road proposing

	<p>modifications to the already approved permission (2009/0885) to extend conservatory (2209/1436). Approved.</p> <p>Mr A Bennett, Sunnyside, 99 School Lane proposing rear single storey extension for sunroom and kitchen (2009/1280). Approved.</p> <p>APPEAL</p> <p>By Mr C Leeming (acting for Gable Developments Ltd.) to the Department of Communities for Local Government against South Norfolk Council (refusal) decision – Villa Farm, Watton Road, Bawburgh (2009/1990). It was noted that – should the Parish Council wish to make – any modification to or reiteration of its earlier comments these should be notified, in writing, to the Planning Inspectorate within six weeks of the start (4/11) of the Appeal i.e. by 16/12/09.</p> <p>NORFOLK COUNTY COUNCIL E PLANNING PORTAL – FEASIBILITY STUDY</p> <p>The Clerk confirmed the recent completion of a short questionnaire asking the Parish Council about its existing IT provision and whether it would support the implementation of an e-planning system, by Norfolk County Council, to which the Clerk, on behalf of the Parish Council, had (after consulting the Chair) responded “yes it would support the introduction of an e-planning system”.</p> <p>POSSIBLE ADVERTISING SIGNAGE</p> <p>It was reported that Mr J McDonald had recently informally told the Clerk he was seeking to obtain planning permission from SNC, for the erection of a sign (advertising the local shop) near the junction of Green Lane and the B1108/Watton Road.</p> <p>Subsequently Mr McDonald had told the Clerk that SNC had refused his proposal and so he was now contemplating asking permission from the land owner (thought to be Mr Kemp) – for the erection of such a sign – on land immediately to the north of the B1108/Watton Road in the vicinity of the junction with Green Lane. The Parish Council understood that planning permission would still be required for the erection of the envisaged sign.</p>
<p>PARISH AMENITIES</p>	<p>PLAY EQUIPMENT AREA ANNUAL INSPECTION REPORT</p> <p>The Clerk confirmed that he had drawn up a schedule itemising each piece of equipment etc, drawn to the attention of the Parish Council that either needed remedial action or required monitoring. A copy of this schedule had been passed to Stewart Cable and it was agreed that Stewart and the Clerk would look into the remedial action that could be undertaken – possibly in the Spring - by a local working party.</p> <p>In the meantime the Parish Council instructed the Clerk to seek three quotations in respect of the remedial action required to the Adventure Trail – 4 challenges (Playscape), i.e. (a) the replacement of the damaged rope (Burma Bridge) as the wire is exposed, and (b) the filling of the holes under the spring plank.</p> <p>VPF TREE MAINTENANCE</p> <p>The Clerk confirmed that following the previous Parish Council meeting he had emailed Broadland Tree Services to accept their quotation for the maintenance of trees, including the four large Oaks along the eastern boundary. Subsequently the Clerk had received a reply confirming the Parish Council’s instructions at the reduced price of £1,210, plus VAT, and notification that the work would commence in</p>

	<p>the first half of December and later he had been informed work would commence on Thursday 10 December.</p> <p>VPF ADDITIONAL MAINTENANCE TO HEDGE OUTSIDE TENNIS COURT.</p> <p>The Clerk confirmed that CGM (Norwich) are – at an extra cost of £82.50, plus VAT to the annual maintenance contract – to cut the inside of the boundary hedging to the north and western sides of the tennis court (together with the authorised reduction in height to five feet) during the first week of December.</p> <p>PRE-SCHOOL NURSERY PROPOSED SITE EXTENSION UPDATE</p> <p>The Clerk reported that –as yet – he had not received a reply (from Wendy Gilyead) to his email of 27 October which had laid out the implications and conditions in respect of the proposed site extension.</p> <p>FOOTBALL PITCH HIRINGS UPDATE</p> <p>Since the last Parish Council meeting the Clerk had received notification of the fixtures for November and it was noted that of the six matches played three had been adults (Res.) and three had been youth teams.</p> <p>VPF DOG MESS</p> <p>The Clerk reported that a representative of HAFC had told him that dog mess often had to be cleared off the pitch prior to the playing of football matches. Consequently HAFC was asking if the Parish Council could take any measures to alleviate/deter such unreasonable behaviour by dog walkers. The Parish Council agreed that recently obtained dog fouling warning signs should be erected near to the football pitch. Hence the Clerk would pass these to Wilf Chamberlain, who would put these onto a backboard for ease of display.</p> <p>MOLES</p> <p>It was reported that a few molehills had recently appeared, mostly on the bottom end of the football pitch, and the Clerk was therefore instructed to request that the mole catcher (Mr Sturman) attend to these as soon as possible.</p>
<p>HIGHWAYS</p>	<p>MILL ROAD FLOODING</p> <p>The email of 29 October from Liz Millwood, Assistant Highway Engineer, Highways Operations (South), Planning & Transportation Dept, Norfolk County Council was read and it was noted that an inspection by the local Highway Authority had revealed that the outfall into the allotments ditch is under water. As it looked as though local work had yet to be undertaken Norfolk County Council was to contact Chris Doggett (Chair of Trustees) to see if the digging out of the allotments ditch can be progressed, in order to reduce the risk of Mill Road flooding (again) in heavy rain.</p> <p>To date neither the Clerk nor a Parish Councillor had been informed of any remedial action and, in noting this, it was agreed that in March the Clerk would write and ask what progress had been achieved.</p> <p>ENCROACHMENT OVER PUBLIC HIGHWAY (METALLED FOOTWAYS) OF OVERGROWN FRONT BOUNDARY HEDGING</p> <p>Some discussion of this problem ensued with the agreed opinion being that such hedging should not be grown beyond the edging stone at the rear of the metalled footways.</p> <p>To assist with identification of this problem it was agreed that each</p>

	<p>Parish Councillor would, when delivering the next LMPC Newsletter (January edition), make a note of where overgrown hedging was encroaching and report back accordingly to the Parish Council meeting to be held on 12 January.</p> <p>In addition, it was agreed, that a further request would be made in the local Newsletter that such hedging is cut back and it be reported that the Parish Council is to review what action it should take to resolve encroaching hedging.</p>
PARISH PRECEPT 2010/2011	<p>The Chair referred to the three pages of information and the suggested bid figure of £19,767 for the next financial year which had been delivered to each Parish Councillor on 16 November so that serious consideration was given to the potential figures in advance of the Parish Council meeting.</p> <p>It was noted that if the suggested precept of £19,767 was accepted and approved this would be an increase of almost £4,000 on the current year's precept. Of the higher (£19,767) figure, £4,750 represented set aside sums for five items (car park, play equipment, tennis court, trees on village playing field and computer) requiring long term replacement. It was also noted that the carrying forward – at 31 March of each financial year – of “incremental” accumulated funding earmarked for specific (set aside) purposes would be acceptable to the External Auditor, as long as the process was adequately explained when completing the annual audit of the Parish Council accounts.</p> <p>After detailed discussion it was unanimously agreed – on a proposal by Duncan Frazer, which was seconded by Graham Tomlin – that the precept bid (to SNC) for 2010/2011 would - with the figure for insurance reduced, by £200, to £1,600 – be £19,567.</p> <p>Duncan Frazer speculated on whether the Parish Council might “invest” the set aside long term replacement figure of £4,750, or at least the bulk of it, in order to gain interest and it was agreed that the Parish Council would look into this possibility.</p>
MEETING WITH NIGEL BAILEY	<p>It was reported that Nigel Bailey, Neighbourhood Officer for the Northern Rivers Valley Area, had met the Chair and Clerk on 16 November with a view to highlighting community problems and the developing of projects which could improve the quality of life in our neighbourhood.</p> <p>Various matters were discussed including:-</p> <ul style="list-style-type: none"> * advice from an officer at SNC regarding the replacement of play equipment, * the availability of a free crime survey to individuals and/or the community, * potential help with promotional flyers (printing at reasonable cost), * the possibility of matched funding for some projects. <p>In addition Nigel Bailey said he had a list of public telephone boxes in South Norfolk and had agreed that he would look into how often the Little Melton facility is used and inform the Parish Council accordingly.</p>
LOCAL GOVERNMENT REVIEW UPDATE	<p>In the absence of District Councillor Christopher Kemp, District Councillor Garry Wheatley said he had nothing to report other than that the latest news seemed to indicate that Norwich should be retained on its existing boundary.</p>
GNDP	<p>District Councillor Garry Wheatley was of the opinion that should the</p>

	NDR not be approved by Central Government there would be insufficient infrastructure to support the significant level of housing development etc. envisaged under the Greater Norwich Development Partnership.
DISTRICT, COUNTY AND REGIONAL DOCUMENTS	There were no documents for discussion/consideration under this heading.
UPDATE TO PARISH PLAN	<p>John Heaser said it was now appropriate to commence looking into the update of the Parish Plan, published in 2006.</p> <p>John suggested that an insert sheet be printed with the LMPC Newsletter (January 2010 edition) and this would include the headings (a) in 2006 the Parish said/requested, (b) action since 2006, (c) things to consider, and would also invite the expression of views/comments with regard to action.</p> <p>All present agreed with this course of action and John Heaser therefore undertook to draft a suitable form of words etc. for inclusion in the LMPC forthcoming Newsletter.</p> <p>In addition because of the low turnout and lack of interest in the Annual Parish Meeting for 2009 John Heaser proposed that a new format for the APM to be held on 16 March 2010 be introduced. This would comprise:-</p> <ul style="list-style-type: none"> - Parish Councillors to introduce themselves, - Representatives of village organizations to give brief overview of their activities, - Announcement of results of update to Parish Plan, and - Open discussion of Parish Plan and questions from parishioners. <p>A break for coffee and biscuits (with an opportunity for the reading of full annual reports) would also be included.</p>
CLERK'S CORRESPONDENCE	The schedule of the Clerk of the Council's correspondence provided to each Parish Councillor with the agenda was, together with late additions received since 24 November, drawn to the attention of the Parish Councillors.
BILLS/RECEIPTS	<p>On a proposal by Stewart Cable which was seconded by Graham Tomlin, and agreed the undermentioned invoices were authorised for payment:-</p> <p>G Evans-Lombe – VPF rent 12/10/08 to 11/10/09 (101010) £ 0.05 Mr R Sinclair – refund 50% B/B 25/10-24/12/09 (101011) £ 18.58 CGM (Norwich) – VPF maintenance October 2009 (101012) £211.43</p> <p>On the income side the Clerk reported the receipt of £723.61 from HM Customs & Excise for the reclamation of VAT for the period 1/6/08-30/9/09.</p>
MONITORING REPORT	<p>John Heaser reported the latest monitoring report, which showed the finances were in order.</p> <p>In addition it was agreed that, for future Parish Council meetings, the Clerk would provide each Parish Councillor with a copy of all the pages of updated monitoring reports (with the agenda).</p>
DATES OF PARISH COUNCIL MEETINGS 2010	The proposed dates of the meetings for the next year – as circulated, on 18 November, to all Parish Councillors – were agreed, with it being decided that the last meeting for 2010 will be held on Tuesday 30 November. There being no further business the meeting concluded at 9.25 pm.

	<p>Chairperson.....</p> <p>Date.....</p>
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