

LITTLE MELTON PARISH COUNCIL MEETING
at the VILLAGE HALL, MILL ROAD, LITTLE MELTON
TUESDAY 6 APRIL 2010

PRESENT	John Heaser (Chair), Stewart Cable (Vice-Chair), Tony Berry, Wilf Chamberlain, Duncan Frazer (from 7.50 pm) and Graham Tomlin. District Councillor Christopher Kemp was also in attendance, from 7.45 pm, as were two members of the public, namely Chris Starr and Rob Turner.
APOLOGIES	Apologies for absence were received from Joan and Garry Wheatley (District Councillor) and from County Councillor Daniel Cox.
DECLARATIONS	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 16 February 2010 were – on a proposal by Stewart Cable which was seconded by Tony Berry – 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, DISTRICT AND COUNTY COUNCILLOR PARTICIPATION	No matters for discussion were raised under this item.
PROPOSED CYCLE PATH LINK	John Heaser said he had nothing new to report for the present other than the provision which was being sought as a consequence of the project what was being put forward for large scale development (mostly housing) to the north of Hethersett.
PLANNING	<p>PARISH COUNCIL RECOMMENDATION REQUIRED The Clerk referred to the recently received application (2010/0374), submitted to SNC by Mr R Turner of Pebble Lodge, Mill Road proposing a single storey extension to the front of the existing property. Neither adjacent neighbour had expressed objection, following consultation by the Parish Council. The Parish Council was of the opinion that there was no reason to recommend objection and it was therefore unanimously agreed that the Clerk should respond to SNC stating that the recommendation is “no views or comments”.</p> <p>OUTSTANDING APPEAL The result of the Appeal, by Mr C Leeming (acting for Gable Developments Ltd), to the Department of Communities and Local Government against the (refusal) decision by SNC in respect of Villa Farm, Watton Road, Bawburgh (2009/1990) was, as yet, unknown it was noted.</p>
PARISH AMENITIES	<p>VILLAGE PLAYING FIELD FOOTBALL PITCH HIRING CHARGES SEASON 2010/2011 Discussion ensued in the light of the Parish Council noting that the charges for season 2009/2010 had been, per match, £22-50 for adults and £15-00 for youths. Following some debate it was agreed that w.e.f. 1 August 2010 the new charges would be £23-50 for adults and £15-75 for youths and that the Clerk should inform HAFC, via email, of this decision.</p>

PLAY AREA SAFETY INSPECTION REPORT 2009 – UPDATE

It was reported that all the required work (with one exception) had now been satisfactorily completed with the Local Working party – comprising of Wilf Chamberlain and Stewart Cable – having undertaken the outstanding basic maintenance work on Saturday 27 March.

The Parish Council agreed that it be recorded in the minutes that it was very appreciative of all the work Wilf and Stewart had recently done, and continue to carry out, to ensure that the play equipment and the associated area is up to the required standard.

In addition it was agreed that – with regard to the only outstanding item – the Clerk would ask John Symonds if he would be prepared to rub down and paint the Springy Tractor item of equipment and erect some posts and safety tape to keep children off whilst the paint was drying.

The Clerk also confirmed that the Burma Bridge rope had been recently replaced.

PRE-SCHOOL NURSERY – PROPOSED SITE EXTENSION ACTION UPDATE

It was noted that no action had been reported to the Parish Council since the Clerk's email of 19 February to Wendy Gilyead stating that the Parish Council had no objection to the proposed site extension subject to various conditions.

FUTURE OF LOCAL TELEPHONE KIOSK

The Clerk referred to the rather long drawn out issue of trying to establish the future of the local telephone kiosk near the crossroads.

In particular the Clerk drew attention to his (reminder) email of 29 March to Amanda Byrd at BT Com asking if there was, as yet, any information concerning the timescale for removal – no response having been received to the original email sent 22 February.

Discussion occurred as to how best to pursue this matter and it was recommended that the Clerk should contact Ian McArthur, Head of Special Projects at South Norfolk Council and ask him to ascertain timescale etc.

FOOTBALL PITCH HIRINGS UPDATE

The Clerk reported the hiring of the VPF football pitch, for the months of February, March and April, as notified to the Parish Council in emails from HAFC dated 18/2, 24/2, 1/3, 15/3 and 29/3/10.

LITTER PICK

The Chair reported a successful Spring litter pick undertaken on Saturday 27 March with approximately twelve volunteers comprising the working party.

FOOTBALL PITCH HIRING SEASON 2010/2011 – POSSIBLE PITCH IMPROVEMENTS

The Chair reported on the informal meeting with three HAFC representatives and the Chair and Clerk in attendance.

Basically HAFC was seeking for next season (a) a regular roll three times during the season, and (b) a deeper than normal spiking – Verti drainage was mentioned.

Once the Clerk had been informed by HAFC of the precise requirements – especially in relation to Verti drainage – quotations would be sought, by the Parish Council, from CGM Norwich.

It was noted that, at the local meeting, there had been no discussion

	<p>of how or who would fund the improvements. It was further noted that HAFC was probably looking to have two youth teams on the Little Melton village playing field pitch for season 2010/2011.</p> <p>PROPOSED MEMORIAL SEAT TO THE LATE ROBERT AND DAPHNE EAGLE</p> <p>John Heaser said that he had spoken to Penny Watkins who had agreed that a siting where the telephone kiosk currently is was acceptable. An oak bench type seat was thought preferable. Two implications now to consider, for the Parish Council, were insurance and ongoing maintenance.</p> <p>For the present the Clerk was requested to seek a costing from Came & Company to determine what the cost of the insurance would be.</p> <p>MOLES</p> <p>The Clerk reported that Keith Sturman had shown him a further two dead moles – making four in total over the past few months – and said it was now thought that all the moles had been caught.</p> <p>In consequence an invoice amounting to £180-00 had been received and required payment.</p> <p>CENTRAL CAR LOCKING SYSTEMS</p> <p>The Chair reported that parishioners had mentioned to him that they were experiencing problems operating their car fobs at certain times in recent weeks. John said that at least five people had mentioned this to him; the Clerk added that two people had reported incidents to him and Stewart Cable was aware of locals having problems near where he lived.</p> <p>John Heaser said he would continue to monitor the situation.</p> <p>ONGOING LITTER PROBLEM</p> <p>The Clerk mentioned the recent email sent to SNC Environmental Services asking if it was possible to provide a (second hand) waste bin which would be located at the “dead” end of School Lane, i.e. adjacent to the A47 NSB, so that the ongoing problem of the depositing of litter and rubbish could be picked up and put in a waste bin thus making the area tidy.</p> <p>Unfortunately the SNC response was that it does not have any second hand bins available.</p> <p>On the positive side SNC had, on 18 March, cleared away the waste including all the fly tipping.</p> <p>RECYCLING FACILITY</p> <p>It was recalled that the Parish Council had asked the question as to whether –if a recycling facility became adopted in the village – would a local organisation receive a financial contribution for being responsible for looking after it and, if so, how much?</p> <p>The SNC response was that the current site (Village Inn car park) is not suitable for adoption as it is on private land.</p>
<p>SIGNIFICANT HOUSING DEVELOPMENT PROPOSED FOR THE NORTH OF HETHERSETT</p>	<p>COMMUNITY PLANNING WEEKEND & REPORT BACK</p> <p>The, so called, vision coming out of this exercise – highlighted at the Report Back (Vision) meeting, the following Tuesday to the CPW - is that Ptarmigan Land are saying they are working up proposals for up to 1,100 new houses to the north of Hethersett expanded into a series of “hamlets” each separated from one another. The proposals include some new facilities and a new primary school.</p> <p>In addition the group acting for the landowners has submitted a</p>

	<p>“Screening Request” to SNC for up to approximately 4,000 new houses.</p> <p>With regard to Little Melton one of the major questions is how to divert the resultant vehicular traffic (and that from similar developments proposed at Wymondham, Attleborough, Cringleford etc) so that it does not rat run through our village. Apparently it is being suggested – said John Heaser – that Hethersett Lane/Colney Lane should have junction improvements, to make it the preferred route, but the developers only propose to improve one end of this road!</p> <p>John Heaser added that, to date, only three responses had been received to the survey contained in the April edition of the LMPC Newsletter.</p> <p>District Councillor Christopher Kemp said that the next stage in the GNDP process would be for landowners to put forward sites for development up to 2026. At present consideration was not yet past the “red blob” stage.</p> <p>The Parish Council will be consulted in the next month or so with feedback to SNC occurring in late summer, and then – probably in the autumn – which of the many sites put forward – SNC will take forward. Christopher Kemp also pointed out that the outcome of the General Election on May 6 could change the pressure for such large scale development to be built especially if the targets, as laid down by regional bodies, were no longer applicable.</p> <p>Concluding Christopher Kemp said that it was important for the Parish Council to (a) reflect the views of parishioners, (b) ensure that the traffic implications were not detrimental to Little Melton, and (c) for the Parish Council to keep “beating the drum”.</p>
<p>HIGHWAYS</p>	<p>MILL ROAD FLOODING</p> <p>The progress since the previous PC meeting was confirmed in relation to the severe flooding problems along the south/eastern section of Mill Road and to the allotments ditch.</p> <p>Gradually it seems to be being deduced that the main reason for the flood water not draining away is because there are problems of restricted drainage through the pipes and open ditches down Great Melton Road.</p> <p>A blockage in the front garden of the bungalow named Brambly, Great Melton Road (the property immediately past the allotments) was thought to be at least partly responsible.</p> <p>A site meeting with John Heaser, Stewart Cable, Wilf Chamberlain, Bob Edwards (NCC) and Shirley Bishop (SNC) present was held on Tuesday 16 March and followed by a letter, dated 17 March, from Shirley Bishop, Flood Defence Officer at SNC, to all the owners of houses on Great Melton Road from Brambly down to Coel Mor.</p> <p>In addition – when the weather improves – Bob Edwards, NCC Highways, will arrange for a camera to be put down the pipes to identify more specifically where the blockages are. Once the blockages have been definitely identified a further letter will be sent to those owners with blockages in their gardens which will request that they take action to remove the blockages. Some owners might also be asked to construct and pay for inspection chambers.</p> <p>It was noted that once evidence is conclusive of where blockages are and the owners do not take action NCC could take the matter to court in order to resolve the matter.</p>

	<p>MAINTENANCE The Clerk reported he was continuing to send a number of emails, to NCC Highways, to report various potholes and warning signs such as along Braymeadow Lane.</p> <p>TRAVELLERS CAMP The Travellers' camp at the northern end of School Lane (section to north of A47/NSB) was continuing to cause problems and John Heaser reported on the site meeting on Monday 29 March at which besides himself, Martin Kemp (landowner), John Kemp, James Boddy, Gert Smed Site Manager to the Lombe Estate and Peter Daniel, NCC Traveller Liaison Officer, had been in attendance. Issues discussed included the burning of plastics – often at weekends –which meant exposure to toxic smoke and dioxins, the blocking of a public highway and the anticipated length of occupation. It was also understood that NCC is considering providing “services” to the site, which implies that the site is seen as longer term facility, and that the vans etc are to be moved nearer the Watton Road and a bund placed behind them. One of the contended reasons for the continued occupation is that NCC wish the family to remain on site so the children can attend a local school – but this seems debateable taking account that the schools in question are understood to be the Larkman and some of the children are often on the School Lane site during school time! A Protocol Meeting is scheduled to be held on 8 April and District Councillor Christopher Kemp said he would be consulting fellow District Councillor Garry Wheatley and also anticipated talking to Tony Cooke at SNC. Concluding John Heaser said he had been consulting with Colney Parish Council as the location of the camp was within the parish of Colney.</p> <p>ENCROACHING HEDGING Some discussion ensued as to whether the issue of encroaching hedging to the highway was still a problem and therefore it was agreed that each Parish Councillor would check if any front boundary hedging to properties in the area they delivered the LMPC Newsletter to required action. Chris Starr also said he would inform the Clerk of any hedging that he felt was compromising pedestrian safety. If any of the property owners had already received a request letter from the Parish Council, and not undertaken maintenance, it was agreed that Norfolk County Council would be notified accordingly. It was also reported that overgrown brambles on the land adjacent to the western side of the upper sections of Green Lane were in need of maintenance and in consequence the Clerk was instructed to notify Norfolk County Council and ask that this growth be substantially cut back.</p> <p>TRAFFIC DATA It was reported that traffic data had recently been obtained, from NCC, for the years 2005 through to 2009 for Green Lane. Rather surprisingly this showed a reducing trend in the overall traffic flow. It was noted that the usual charge for such data is £110.00 plus VAT per item of count data!</p>
LOCAL GOVERNMENT	District Councillor Christopher Kemp explained that a Court Hearing was to be held on 19 April to consider the contention that the

REVIEW UPDATE	<p>Government report was not a lawful report.</p> <p>Should the General Election on 6 May result in a Conservative victory Christopher Kemp added that the decision to proceed with a new Unitary Authority for Norwich would be rescinded.</p> <p>Should the new Norwich City Unitary Authority come into being in April/May 2011 as proposed – there was furthermore the added danger, said Mr Kemp, of the nearby parishes outside the current city boundary becoming part of an expanded Norwich.</p>																		
GNDP UPDATE	<p>In the absence of District Councillor Garry Wheatley, District Councillor Christopher Kemp spoke and said that some dates in the process may have slipped a little but that it was expected that signing off, by all the Councils in the Partnership, would occur soon.</p> <p>The Clerk added that the GNDP had notified the Parish Council via a letter dated 8 March that the Joint Core Strategy for Broadland, Norwich and South Norfolk has been submitted to the Secretary of State for examination and also mentioned that the Joint Core Strategy, as submitted with a Schedule of Proposed Minor Changes, has been accompanied by a number of documents required by regulations.</p>																		
DISTRICT, COUNTY AND REGIONAL DOCUMENTS	<p>District Councillor Christopher Kemp said that while such as EDDA, a regional body, remain for the present, if there was a change to a Conservative Government in May then these regional unelected bodies would not continue.</p>																		
CLERK'S CORRESPONDENCE	<p>The schedule of the Clerk's correspondence, provided to each Parish Councillor with the agenda, together with the late additions received since 30 March was drawn to the attention of the Parish Council.</p> <p>In particular the Clerk drew attention to the news that the current Homewatch Co-ordinator for LM (Ron Websdale) wants to step down. Chris Starr said he may be willing to take over this post and contact with Ron Websdale will therefore be made. It was understood that the Police were changing their role from operational to communications.</p> <p>Secondly the Clerk highlighted a recent letter etc from Gert Smed, Farm Manager, Great Melton Farms re conservation management in the parish, including provision of public access, but stressed this would not result in a permanent public right of way.</p>																		
BILLS/RECEIPTS	<p>On a proposal by Tony Berry which was seconded by Graham Tomlin, and agreed the under mentioned invoices were authorised for payment:-</p> <table border="0" data-bbox="529 1430 1520 1755"> <tr> <td>Mr R Sinclair-refund 50% B/B 25/2-24/4/10 (101028)</td> <td>£ 18.98</td> </tr> <tr> <td>Mr R Sinclair-Clerk's salary 1/1-31/3/10 (101029)</td> <td>£1,163.24</td> </tr> <tr> <td>Mr R Sinclair-Expenses 1/1-31/3/10 (101030)</td> <td>£ 96.16</td> </tr> <tr> <td>Mr K Sturman-4 moles killed VPF (101031)</td> <td>£ 180.00</td> </tr> <tr> <td>NALCs-Annual Subscription 2010/11 (101032)</td> <td>£ 161.71</td> </tr> <tr> <td>CGM Norwich-VPF maintenance March 2010 (101033)</td> <td>£ 195.64</td> </tr> <tr> <td>SNC-Dog Waste Bin Servicing 2009/10 (101025)</td> <td>£ 191.90</td> </tr> <tr> <td>NFG-New Burma Bridge rope VPF (101026)</td> <td>£ 334.88</td> </tr> <tr> <td>HM Revenue & Customs-Inc Tax 1/1-31/3/10 (101027)</td> <td>£ 290.81</td> </tr> </table> <p>On the receipts side it was reported that a cheque amounting to £37.50 had been received, from HAFC, for the hire of the football pitch for two matches on 14/2/10.</p>	Mr R Sinclair-refund 50% B/B 25/2-24/4/10 (101028)	£ 18.98	Mr R Sinclair-Clerk's salary 1/1-31/3/10 (101029)	£1,163.24	Mr R Sinclair-Expenses 1/1-31/3/10 (101030)	£ 96.16	Mr K Sturman-4 moles killed VPF (101031)	£ 180.00	NALCs-Annual Subscription 2010/11 (101032)	£ 161.71	CGM Norwich-VPF maintenance March 2010 (101033)	£ 195.64	SNC-Dog Waste Bin Servicing 2009/10 (101025)	£ 191.90	NFG-New Burma Bridge rope VPF (101026)	£ 334.88	HM Revenue & Customs-Inc Tax 1/1-31/3/10 (101027)	£ 290.81
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MONITORING REPORT	<p>The Chair referred to the latest monitoring report and confirmed that all transactions and balances were in order.</p> <p>The Clerk added that he had received, from Mazars, notification that the Audit for the Parish Council Accounts for the financial year</p>																		

	<p>2009/2010 was commencing shortly and therefore the Clerk said he would be beginning the process, including arranging for the Internal Audit to be undertaken.</p>
<p>ANNUAL PARISH MEETING FEEDBACK</p>	<p>The Chair reported that the meeting had gone reasonably well with a higher than usual attendance (approximately a total of twenty six) and envisaged a similar format being used for the APM in 2011. With regard to the Parish Plan Review it was confirmed that no feedback had been received/expressed despite the request for comments, from parishioners contained in the recent edition of the LMPC Newsletter and there being a specific item on the agenda for the evening's public meeting. Finally the Chair thanked Chris and Mary Starr for their provision and help with the serving of refreshments.</p>
<p>CLERK OF THE COUNCIL'S ANNUAL REVIEW</p>	<p>The Chair referred to the necessity to consider the Clerk's contract, w.e.f. 1 April 2010, in the light of his performance over the year 2009/2010. Asked by the Chair if he had any issues or matters he felt warranted addressing, from his point of view, the Clerk said that subject to reconsideration of the hours he was contracted to work – he was currently being paid for ten hours per week whereas for at least the past thirty three months he had been averaging close to twelve hours per week – he did not have any issues to raise from his working for the Parish Council for the past year. The other matter for the Parish Council to consider, in accordance with the Clerk's contract, was whether – subject to satisfactory service – the Clerk should be advanced, w.e.f. 1 April 2010, from the existing SCP 25 to SCP 26 on the appropriate Local Government salary scale for part-time Clerks. Following due consideration of the above the Clerk was informed that the Parish Council, on a proposal by Duncan Frazer which was seconded by Tony Berry and unanimously agreed, was very satisfied with the undertaking of his duties and that the Parish Council had agreed and approved, effective from 1 April 2010, (a) that his hours of employment be increased to eleven hours per week, and (b) the advancement of salary to SCP 26 on the appropriate salary scale.</p>
<p>DATE OF NEXT PARISH COUNCIL MEETING</p>	<p>The date of the next Parish Council meeting – which would be the Annual Parish Council meeting – was confirmed as Tuesday 11 May 2010 commencing in the Village Hall at 7.30 pm. It was also confirmed that the first item on the agenda would be the election of the Chair of the Parish Council for the coming year. There being no further business the meeting concluded at 9.10 pm.</p>
	<p>CHAIRPERSON.....</p> <p>DATE.....</p>