

**LITTLE MELTON PARISH COUNCIL MEETING**  
**at THE VILLAGE HALL, MILL ROAD, LITTLE MELTON**  
**TUESDAY 10<sup>th</sup> APRIL 2007 at 7.30 pm**

<b>PRESENT</b>	Stewart Cable (Chairman), Duncan Frazer (Vice-Chairman), Wilf Chamberlain, Rebecca Heaser and, from 8.10 p.m., Tony Berry. District Councillors Garry Wheatley and Christopher Kemp were also in attendance as was one member of the public, namely Jan Kitchener.
<b>APOLOGIES</b>	Apologies for absence were received from Graham Tomlin, Joan Wheatley and County Councillor Judith Virgo.
<b>DECLARATIONS OF INTEREST</b>	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.
<b>MINUTES</b>	The minutes of the Parish Council meeting held on 20 <sup>th</sup> February 2007 were – on a proposal by Rebecca Heaser, which was seconded by Wilf Chamberlain – 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.
<b>PUBLIC, DISTRICT AND COUNTY COUNCILLOR PARTICIPATION</b>	The Chairman asked those present to speak on any matters not included on the agenda and District Councillors Christopher Kemp and Garry Wheatley reported that they had both – as members - been in attendance at the South Norfolk Council Scrutiny Committee earlier in the day.
<b>PARISH AMENITIES</b>	<p><b>TENNIS COURT LINING</b>  The Clerk reported that he had obtained a cost (£255-00 plus VAT) for a specialist contractor to reline the tennis court with epoxy paint.  The Parish Council asked the Clerk to obtain further quotations for comparative purposes and suggested that he consulted the County Tennis Association to ascertain other recommended contractors.</p> <p><b>SECOND DOG WASTE BIN</b>  The installation of another (the second) dog waste bin (on 12<sup>th</sup> March) was confirmed – the siting being on the grass verge fronting the local school, as agreed by the Governors and Head Teacher. This provision was in accordance with the budgetary allowance for the financial year 2006/2007. Hence the SNC emptying service – on an every other weekday basis – had commenced.</p> <p><b>FIVE A SIDE FOOTBALL GOALS ON TENNIS COURT</b>  The Clerk said that following enquiries he had ascertained that the two five a side goals being left near the perimeter of the tennis court belonged to Hethersett Wanderers FC (adult football team). In consequence the Clerk had explained to the Michael Waters of the football club that for safety reasons such storage on the tennis court could not continue and it had been agreed that the goals would be removed as soon as possible.</p>

	<p>When talking to Mr Waters the Clerk had been asked if the pitch could be rolled – the bottom end in particular – as this area of the pitch gets, it is contended, very wet and is less than ideal to play on.</p> <p>The Parish Council looking ahead to next season instructed the Clerk to seek costings from the village playing field maintenance contractor, GreenasGrass, for (a) rolling the pitch and (b) harrowing and rolling the pitch.</p> <p><b>VILLAGE HALL REPLACEMENT DOORS (NORTHERN ELEVATION)</b></p> <p>The Chairman referred to the budgetary provision (2007/2008) for the next phase of the replacement of the old timber doors and windows of the village hall with new modern UPVC units.</p> <p>Hence it would be necessary to seek competitive quotations for replacing the pair of emergency exit doors on the northern elevation soon but prior to doing so the Clerk was requested to write to the Chief Fire Officer of the County Fire Service at Hethersett in order to ascertain the minimum opening width for such doors.</p> <p><b>BROKEN TIMBER SEATS IN YOUNG CHILDREN'S PLAY AREA</b></p> <p>The Chairman drew attention – in accordance with the annual safety inspection requirements – of the necessity to replace the defective old timber slatted seating inside the young children's play area. It was thought, as all the old wood would shortly be in need of replacing, that it may well be better for all six slats of each seat be replaced and therefore it was agreed that competitive quotations for replacement would be sought from John Symonds of Little Melton, Mr. Blake of Hethersett and the Lombe Estate.</p>
<p><b>PARISH PLAN</b></p>	<p><b>POST OFFICE</b></p> <p>The Chairman and Clerk reported that following the Parish Council's formal request to Post Office Ltd. for the reintroduction of a post office facility in Little Melton it was apparent, from the response, that the village would not – at least for the foreseeable future - be seeing the provision of post office services. After a meeting on 19<sup>th</sup> March between a Steve Rolfe, Field Change Adviser, for Post Office Ltd. and the Chairman and Clerk to the Parish Council, Mr Rolfe had confirmed by letter dated 29<sup>th</sup> March that Post Office Ltd. had no plans to re-introduce a post office service at Little Melton following the closure of the local branch some six years ago.</p> <p>It was stated that there were ten post offices within a three mile radius of the village, with the nearest office at Hethersett, being less than one and a half miles away and served by a regular bus service.</p> <p>The background to this situation was the central government's policy of closing some 2,500 post offices and the provision of "outreach" services opening only for a few hours each week where a post office service had been</p>

open no more than two years previously.

#### GAS SUPPLY

The Clerk reported that following a telephone call in late February from a Nigel Searby of Fulcrum Connections, who are effectively agents for the National Grid, it had been established that an "1 Pressure Transmission Main" is not located nearby to Little Melton. However there is such a gas main on the edge of the parish of Hethersett, which is approximately 2 km away from the nearest housing in Little Melton, i.e. along Braymeadow Lane.

On the basis of the somewhat less than straightforward formula for the required level of take up, based on a twenty year period, this meant that 98 property owners would have to sign up to definitely committing to pay for the receipt of mains gas. The cost (per household), at currently estimated indicative costs, amounts to approximately £5,300 based on a connection up to the gas meter on each property. It was noted that the installation of a gas meter on each private property would be an additional cost which the property owner would be responsible for.

#### 20 mph SPEED LIMIT

This proposal had previously been reported, i.e. that Norfolk County Council was not including Little Melton within an approved programme as the lack of accident statistics meant that inclusion in a capital programme could not be justified.

#### POLICING

The Clerk referred to the Parish Council's letter of 27<sup>th</sup> February in response to the letter from Wymondham Police dated 16<sup>th</sup> February.

Subsequently as the Parish Council had not received a response some five weeks later the Clerk had emailed Sgt. Claydon seeking a reply prior to the evenings Parish Council meeting. Sgt. Christopher Claydon's email response of 5<sup>th</sup> April stated "Safer Neighbourhood Team Officers are to receive training on the use of speed guns and this will be a service that they can provide at local level. Only Road Policing Officers will have this training as a matter of course and, being a limited resource, priority is being given towards identified injury accident hot spots. Training dates for the Police Officers have yet to be set but Sgt. Claydon is advocating that these take place first and assured the Parish Council that the Police will attend in Little Melton as soon as they are able.

It was also said that whilst it is possible to train members of the public to do a similar role, it can prove problematic. Hence Sgt. Claydon would rather wait and see what impact his local officers can make first.

Finally the latest set of crime figures for Little Melton for the period 1/1/07 – 5/4/07 were reported to the meeting.

#### PARISH COUNCIL PLANNING DOCUMENT

No progress on this issue was reported.

	<p><b>IMPROVEMENT OF PARISH COUNCIL COMMUNICATION</b></p> <p>The Chairman mentioned that his suggestion was that a single sheet newsletter, solely for Little Melton, be issued on a three monthly basis. This would include news from other local organisations and would, he anticipated, be considered and discussed further after the Annual Parish Council meeting to be held on 15<sup>th</sup> May.</p> <p>The approximate photocopying costs would be i.r.o. £16 - £18 per quarterly issue.</p>
<p><b>PLANNING</b></p>	<p>Three planning applications had received the comments of the Parish Council since the last Parish Council meeting held on 20<sup>th</sup> February.</p> <p>Firstly noted was the application submitted by Anglian Water Services Ltd. for a potable water treatment works etc. at land off the Watton Road immediately on the north side of the A47 NSB.</p> <p>The Parish Council had made no comment or objection on this proposal which it was noted was just outside the parish of Little Melton.</p> <p>Secondly noted was the application submitted by Miss Coleman which proposed a single storey rear extension to 87 School Lane.</p> <p>The Parish Council had made no objection or comment on this proposal.</p> <p>Thirdly reported was the application submitted by Mrs P Killigrew proposing a new dwelling with integral garage on land opposite 4 The Close. Effectively this was a resubmission of a previously submitted larger proposal and rather surprisingly the South Norfolk Council officer recommendation to committee for a smaller dwelling had been for refusal. However the North West Area Planning Committee meeting on 26<sup>th</sup> March overruled its own officer recommendation and approved Mrs Killigrew's latest planning application.</p> <p>This accorded with the Parish Council's "no comment" to the District Council and followed visits to the site by District Councillors Christopher Kemp and Garry Wheatley, and lobbying, with the Committee voting 6 to 1 in favour of approval.</p>
<p><b>CLERK OF THE COUNCIL'S CORRESPONDENCE</b></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. Three items were highlighted.</p> <p>Firstly the LDF Newsletter for Spring 2007 issued by SNC. It was noted from this that the East of England Plan recommends that there is a combined housing allocation across the three Districts (Norwich City, Broadland and South Norfolk) of 37,500 homes by 2021, with at least 33,000 of these houses being within the Norwich Policy Area. It is understood that within South Norfolk itself the housing allocation is 8,500 by 2021 and with approximately</p>

	<p>half of this figure already known the remainder will likely be small areas of infill. With regard to Site Specific Proposals it was reported that the SNC preferred sites are likely to be published for consultation in mid 2009 with the final decision on sites not occurring until 2011.</p> <p>Secondly notification, by SNC, of the Environmental Service Charges applicable from 1<sup>st</sup> April 2007.</p> <p>Thirdly receipt of an email from Norfolk County Council stating that the bus service Our Bus Service No 60 was being withdrawn w.e.f. 24<sup>th</sup> May 2007. This shortly to be implemented service withdrawal did not directly affect Little Melton with the route being Colton-Marlingford-Bawburgh-Thickthorn.</p> <p>In addition under this item it was reported that, with regard to the election of Parish Councillors to the shortly to be introduced “new” Parish Council only five persons (Tony Berry, Stewart Cable, Wilf Chamberlain, Duncan Frazer and John Heaser) had been nominated. Hence it will be necessary, for the Parish Council, to co-opt two more new members – providing two persons are willing to become members. This action can be taken at the first Parish Council meeting after 8<sup>th</sup> May, i.e. at the Annual Parish Council meeting that will be held on 15<sup>th</sup> May.</p>																											
<p><b>BILLS</b></p>	<p>On a proposal by Tony Berry, seconded by Wilf Chamberlain, the undermentioned invoices were authorised for payment:-</p> <table border="0"> <tr> <td>Glasdon UK Ltd-purchase of dog waste bin</td> <td>£</td> <td>185-27</td> </tr> <tr> <td>Inland Revenue-income tax on Clerk’s salary 1/1-31/3/07</td> <td>£</td> <td>191-97</td> </tr> <tr> <td>Mr R Sinclair-expenses 1/1-31/3/07</td> <td>£</td> <td>23-36</td> </tr> <tr> <td>Audit Commission-audit of PC A/Cs 2005/06</td> <td>£</td> <td>141-00</td> </tr> <tr> <td>Mr R Sinclair-refund 50% cost of Broadband 25/3-24/4/07</td> <td>£</td> <td>9-49</td> </tr> <tr> <td>NCAPTCs-annual subscription 2007/08</td> <td>£</td> <td>32-99</td> </tr> <tr> <td>Allianz Cornhill-PC insurance premium 1/6/07- 1/6/07</td> <td>£</td> <td>1,826-53</td> </tr> <tr> <td>GreenasGrass-VPF maintenance March 2007</td> <td>£</td> <td>186-04</td> </tr> <tr> <td>SNC-2006/07 charges for two dog waste bins emptying service</td> <td>£</td> <td>32-99</td> </tr> </table>	Glasdon UK Ltd-purchase of dog waste bin	£	185-27	Inland Revenue-income tax on Clerk’s salary 1/1-31/3/07	£	191-97	Mr R Sinclair-expenses 1/1-31/3/07	£	23-36	Audit Commission-audit of PC A/Cs 2005/06	£	141-00	Mr R Sinclair-refund 50% cost of Broadband 25/3-24/4/07	£	9-49	NCAPTCs-annual subscription 2007/08	£	32-99	Allianz Cornhill-PC insurance premium 1/6/07- 1/6/07	£	1,826-53	GreenasGrass-VPF maintenance March 2007	£	186-04	SNC-2006/07 charges for two dog waste bins emptying service	£	32-99
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<p><b>DATE OF NEXT MEETING</b></p>	<p>The date of the next meeting was confirmed as Tuesday 15<sup>th</sup> May 2007 commencing at 7.30 pm, this being the Annual Parish Council Meeting when the new Chairman and Vice-Chairman will be elected.</p> <p>There being no further business the meeting concluded at 8.43 p.m.</p>																											
	<p><b>Chairman</b>.....</p> <p><b>Date</b>.....</p>																											