

# Minutes - September Council held on 13th September 2016 at Colkirk Village Hall at 7.30pm

PRESENT: Cllrs Colin Barron, Charles Joice (in the chair), Nick Loades, Steve Mulford, Bernard Smith, Michael Stamford and John Whiteside were present.

The clerk Charles Brindley was in attendance. One member of the public was present

- 16/084 APOLOGIES FOR ABSENCE: Apologies for absence were received from County Councillor Kiddle-Morris
- 16/085 DECLARATIONS OF INTEREST: There were no declarations of interest
- 16/086 MINUTES OF MEETINGS DATED 19 JULY 2016: as previously circulated, draft minutes were considered. By resolution proposed by Cllr Whiteside and seconded by Cllr Mulford, it was unanimously **AGREED that the minutes were a true record and were duly signed by the chairman**
- 16/087 CLERK'S REPORT: The written report was considered and it was pointed out that the hedge at the corner of Crown Rd and Dereham Rd was obscuring sight lines at the junction. Cllr Loades agreed to visit the property owners to request attention to the hedge. With this action, the clerk's report was **NOTED**.
- 16/088 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS: Cllr Kiddle-Morris provided a written report that the clerk read to the meeting. This report updated the situation with devolution advising that the next meeting of NCC to discuss the matter would be on 3rd November. He also advised of general unhappiness of feedback from Highways on reported highways defects and a meeting that he had held when an action plan to address the issue was outlined. This would include a new post to deal with PROW issues, a new defect reporting and feedback procedure and a policy that ensures that rural verges and visibility splays receive regular cuts during the growing season.

*At this point, the chairman moved to bring forward item 8(iii) on the agenda and suspend standing orders*

A member of the public discussed the issue of the previous decision of the council to take back responsibility for the management of the playing field. Members expressed their views as to why they felt that this was the right decision. The clerk undertook to have the standing article in the parish magazine, requesting volunteers for the playing field committee, removed as this was no longer needed.

*The Council resumed standing orders*

- 16/089 ANNUAL RETURN 2015/16: The clerk reported that an unqualified report had been received from the external auditor and the notice from the conclusion of the audit had been posted. By resolution proposed by Cllr Barron and seconded by Cllr Smith, it was unanimously **AGREED that the council noted the response from the external auditor and the conclusion of the audit for 2015/16**
- 16/090 MATTERS RELATING TO THE PLAY AREA: The clerk summarised the findings in the annual inspection report and it was **AGREED that the signage suggested should be installed**. Inspection of the chains on the basket swing was considered impractical and Cllr Loades advised that this could be done more easily by visual inspection of the chains that were not covered by the chain protectors. The installation of the voluntary no-smoking signs in the play area was **NOTED**. A discussion then followed on the dispute with Playdale about whether installation costs should be chargeable on the replacement of defective components. Cllr Loades advised further issues with the boundary fence and the picnic bench and it was **AGREED to arrange a site meeting with the Area Sales Manager to discuss all issues**.

16/091 MATTERS RELATING TO THE PLAYING FIELD: The report of the site meeting held in early August was reviewed and the subsequent actions were **NOTED**.  
It was **AGREED to accept the quotation of £ 31.32 + vat from Norse Eastern to include the strimming around the pavilion and goal posts in the current contract for mowing.**

16/092 MATTERS RELATING TO THE VILLAGE HALL: The Council considered the project plan for the hall roof repairs that had been provided by Community Action Norfolk. It was **AGREED that this was acceptable and provided the clerk with details have local builders who might be interested in quoting for the works.**

16/093 MATTERS RELATING TO THE ALLOTMENTS: The council considered a document that outlined proposed terms and conditions for a tenancy of the allotments and **AGREED that, with minor changes, the document should be distributed to existing tenants for their comment.**

It was **AGREED that a site meeting with all tenants would take place on Saturday 22nd October at 10am**

It was unanimously **AGREED, by resolution proposed by Cllr Mulford and seconded by Cllr Smith, that the rent for the 2017 season should remain at £10/plot**

16/094 PLANNING: The Council **AGREED its responses to recent planning applications as follows:**

3PL/2016/0997	Unit 6, The Orchards	No objection
3PL/2016/1055	Starre Corner, 1 Crown Rd	To comment that the proposed metal cladding was out of character with the original building and the immediate surroundings
3PL/2016/1041	13 Fairview Drive	To advise that no evidence could be provided but suggest that a search of Google Earth might help

The Council **NOTED that the following decisions had been received:**

3PL/2016/0671	Farm Cottage, Dereham Rd	Permitted with conditions
3PL/2016/0764	Pantiles, Dereham Rd	Permitted with conditions

The clerk reported that the interim consultation on Preferred Sites and Settlement Boundaries would take place from 19th September to 31st October. It was **AGREED that a Special Council Meeting would take place on Wednesday 12th October at 7.30pm in the Village Hall for the Council to agree its response to the consultation**

16/095 FINANCE:

The Council **NOTED the following receipts in July/August**

Grant for scanner purchase	£ 89.99
Sale of tractor from playing field equipment	£ 1800.00
Sale of gas barbecue from playing field equipment	£ 25.00

Bank balances were reported at 26 August 2016 as:

Business Premium Account	£ 4424.31
Community Account	£ 9931.45

Reconciliation with the cash book was confirmed against a cash book balance at 26 August 2016 of £ 14355.76

16/096 ACCOUNTS FOR PAYMENT: By resolution proposed by Cllr Smith and seconded by Cllr Stamford, the following payments were unanimously **APPROVED for payment**

100770	C BRINDLEY	Clerk's salary Aug /Sept	£ 412.22
100771	NORSE	Grounds maintenance Apr - Aug	£ 2710.62
100772	K & M LIGHTING	Street lighting contract	£ 152.87
100773	MAZARS	Annual Audit Fee	£ 120.00

- 16/097 EACH: The correspondence was **NOTED**
- 16/098 CITIZENS ADVICE MID NORFOLK: It was **AGREED to ask the organisation to provide information on the number of villagers that it had helped in the last 12 months**
- 16/099 BT: The Council considered the request to remove the telephone box and **CONFIRMED its previous decision that it wished to retain the service in the village and therefore wanted the line installed**
- 16/100 CBRE: The Council considered the request and **AGREED to sign the pledge that supported a request to all principal councils asking that no further housing development sites be allocated until development had taken place on all those already allocated**
- 16/101 CLERKS AND COUNCILS DIRECT: Receipt of the current issue was **NOTED**
- 16/102 ITEMS FOR FUTURE MEETINGS: Whilst no specific items were brought forward, the following were discussed. The clerk agreed to report to NCC the planning from pavement repairs to Fairview Drive that appear to have been dumped in Pudding Norton. The clerk will also write to Breckland to establish whether the houses at the Crown had been signed off and whether dropped kerbs for access were a require of the planning permission. Finally, the clerk would bring to NCC's attention the difficulties that the parish council were experiencing in having re-instatement works done by MW Surfacing at the playing field car park following its use as a depot when the pavements were resurfaced in Timperley Estate

*At this point, the chairman moved to exclude members of the press and public in accordance with Public Bodies (Admissions to Meetings) Act 1960 sect 1.2 to discuss a contract containing commercially sensitive information.*

- 16/103 PLAYING FIELD CAR PARK AND PLAYING FIELD SURROUNDS: It was **AGREED to award the contract for the one-off maintenance works to Norse Eastern**

*There being no further advertised business, the Chairman closed meeting at 21.05*

*Signed as a true record* .....

*Date* .....