

Earsham Parish Council

Minutes

of a meeting of Earsham Parish Council held at Earsham Church Room on Tuesday 5th March at 7.30pm

Present: Councillors Lynda Hamps (Chair), Keith Reeve (Vice Chair), Jim Bennett (arrived during item 7), Karl Gunton, Nick Meade and Stephen Wood, District Councillor Murray Gray, Peter Goodfellow, Chairman of Earsham Football Club, Lynda Ling (Clerk) and 3 members of the public

- 1. Welcome** – The Chair welcomed those present to the meeting.
- 2. Apologies** – Apologies were received and accepted from Councillor Bone who had to attend an emergency.
- 3. Declarations of interest** – Councillor Meade declared an interest in Item 6

Meeting adjourned at 7.35pm and reconvened at 7.36pm

One of the members of the public expressed her thanks for the repairs to the lane leading to the Bowls Club and Playing Field.

4. Previous Minutes - The Minutes from the meeting held on Tuesday 6th November 2012 were approved and signed by the Chairman. Agreement was proposed by Councillor Wood and seconded by Councillor Hamps. **ALL AGREED**

5. District and County Council Reports and crime statistics –

District Council News – Councillor Gray reported:-

- South Norfolk Council have funding available for major Capital Projects costing over £10,000
- The Neighbourhood Board have funding up to £2,000 available for parishes. The next meeting of the Neighbourhood Board is on Monday 11th March at Wortwell Community Centre at 7.00pm
- The new funding officer is Nina Cunningham
- District and county councils have frozen their precepts, however the police have increased theirs by 1.9%
- The route options from National Grid should be made available this spring/summer for their plans to bring an electricity route through the Waveney Valley

Parish Crime Statistics - Cllr Hamps read out the parish crime statistics for the months of January and February 2013 which included :-

January 2013 – 1 x theft other, 1 x criminal damage and 1 burglary non-dwelling – 3 in total
February 2013 – 1 x other and 7 x burglary non-dwelling – 8 in total

6. Report on the proposed new football pavilion from Mr. Peter Goodfellow and any agreed action - The Chairman introduced Mr. Peter Goodfellow to the members and proposed plans for the new pavilion were passed round the members. The report included the following:

- The first team are doing very well at the moment and have reached the final of the C S Morley Cup and are in the semi-finals of the Bungay Charity Cup. The reserves are also playing well and with only 4 matches left to play, providing they win at least three of them, they are guaranteed to be promoted as champions.
- As the changing facilities in Earsham are very poor, the first team are currently playing at Wortwell where the facilities are very good, however, the team has always intended to return to Earsham once facilities had been upgraded to comply with the standards demanded by the Anglian Combination League. The plan, subject to everyone's approval is to demolish the existing changing rooms and showers and replace them with a brand new building. As to where exactly it will be sited is still under consideration, discussions have taken place with Earsham Estate regarding the piece of land in the far corner of the field, not far from the current pavilion, this would free up the current pavilion site so it could be utilised as a car park which would alleviate the bottle neck at the back of the Bowls Club.
- The proposed new building will be brick built with a tiled roof, similar in style to the Bowls Club but bigger. The interior will include changing rooms, showers, officials changing rooms, kitchen and plant room. It is also envisaged to have two toilets that are accessible from outside, so that either spectators to the football or to any other events on the playing field, could use them without requiring access to the changing rooms. The toilets would be kept locked at all times apart from when the pavilion is being used.
- The store area includes a plant room and also a separate walled off area for the line-marker and chalk, although confirmation is awaited to see if this is required or not for Health & Safety reasons.
- Comprehensive consultation has been done regarding the heating and the conclusion has been reached that electric heating will be the most efficient for the building.
- The estimate for the building is in the region of £120,000 and Gavin Lemmon from the Norfolk FA seems confident that the vast majority of the project funding can be found from grants, providing the football club can put some of their own money to it. Gavin also emphasised that the more people from the football club and local community who get involved to keep costs down, the greater the chances are that they will get the majority of the money required, as any of the providers will see then that they are getting good value for the money granted.
- The club is fortunate to have a number of tradesmen involved with the club, a builder has already agreed to undertake the building work at more or less cost price, the services of a roofer and plumber have possibly been found from within the club, and once an electrician can be found, all of the main trades will be covered.
- The proposed timeframe to start the new build would be April or May 2014 with completion by September 2014
- The planning department have been contacted and informed of the proposals
- Peter ended his report by thanking the clerk for her help in assisting him with queries.

Councillor Gray informed the meeting that from October, funding is available from South Norfolk Council in addition to the Capital Grants fund, and that the planning department usually give consent for community buildings.

The chairman thanked Peter for his presentation, and Peter left the meeting.

7. Proposed improvements to the Village Hall and any agreed action – A brief outline of the progress of the survey was given by the clerk which included the following:-

- **Residents questionnaires** were delivered to every household in Earsham with the Parish Magazine at the end of January/beginning of February (400 copies), and Earsham Primary School distributed a further 100 survey forms via the school children. Some completed questionnaires have been collected by councillors and a member of the village hall management committee, some were returned to the school (which had agreed to be a collection point), others dropped off at the pub, sent back electronically or returned via the Royal Mail.
- **Hirers questionnaires** - hirers were contacted via telephone and asked if they would take part in the survey, all agreed to do so. The forms were sent out by email, post or by hand and returned via post or email – this has resulted in 100% feedback
- **Survey Monkey** was used on the Earsham Parish Council website to encourage people to take part who prefer electronic communication, the residents questionnaire was used for this purpose. This gave 3 responses which will be added to the paper responses.

It was agreed to do another sweep of the village for the collection of forms, as many residents had not been at home when this was done initially. It was also agreed to mention in the parish magazine article that it was not too late for residents to have their say. **Action - Clerk**

8. Flooding on the village hall car park and any agreed action – This item is still pending and will be looked at in the near future.

9. Discussion on Ron Page's book of the history of Earsham and any agreed action – The Chairman told the members that she had spoken to someone about the possibility of printing the book, but was told that the cost may be quite high. As an alternative option it was suggested that it could be put on the Parish Council website, although the cost of someone typing it and making it compatible with the website may be £200 - £300. The clerk said she would be willing to type it up as she is an administrator for the website already, and would be able to do the necessary work for it. Agreement for this option was proposed by Councillor Hamps and seconded by Councillor Meade. **ALL AGREED**

Action – Clerk

10. Discussion on request for a grit bin on the Queensway/School Road junction - A request for a grit bin had been received from a resident in Queensway and the associated costs involved with purchasing a bin were discussed, this was felt, however, to be too expensive. As an alternative possible solution, the clerk suggested approaching Norfolk County Council's Highways Department, to ask if they would consider adding the school end of School Road to the gritting list for next year. Proposed by Councillor Reeve and seconded by Councillor Bennett **ALL AGREED**

Action - Clerk

11. To resolve to agree to the appointment of an internal auditor – The clerk informed the members that Jackie Ellis had been happy to continue to undertake the internal audit for the parish council for 2012/13 at a cost of £50.00. Agreement was proposed by Councillor Hamps and seconded by Councillor Gunton.

ALL AGREED

12. To discuss investigating an online allotment management package and agree any necessary action – The members had received copies of the management package with their supporting paperwork and had already had an opportunity to read the documents. The clerk informed the council that the package, at £60 per annum, would streamline the managing of the allotments. Councillor Hamps proposed agreement to the purchase of the online management package which was seconded by Councillor Bennett.

ALL AGREED
Action - Clerk

13. To discuss a letter received from the Broads Authority and agree any necessary action-

The Chairman informed the members that a letter had been received from the Broads Authority regarding the Broads Authority Strategic Priorities and in it, had asked the council if an indication could be given as to whether they still wish to be consulted on the strategic priorities in the future. After a brief discussion, the members agreed that it was important for the council to continue to be consulted and asked the clerk to reply to the Broads Authority informing them of this.

Action – Clerk

14. To be informed of any Planning Applications and Report of Decisions received since the last meeting:-

a) NCC – Planning reference – Y/7/2012/7019 – Earsham C of E First School, School Road, Earsham, NR35 2TF – Extension to accommodate toilet facilities – APPROVED

The above was noted

15. Chairman’s report – None

**16. Parish Councillor reports –
Councillor Wood -**

- Had reported the vandalised telephone box in The Street to the clerk, who had already contacted BT to report the damage.

Councillor Gunton –

- Reported that there has been substantial vandalism on the playground equipment which has left the timber climbing tower unusable, and it was agreed by the council to dismantle the equipment as it was extremely unsafe. Agreement to the dismantling of the equipment was proposed by Councillor Gunton and seconded by Councillor Bennett. **ALL AGREED**
- Two baby swings also need replacing and these will be purchased by the Playground Committee.
- The litter bin has not been emptied by SNC – the clerk will contact SNC and ask them to empty it again. **Action - Clerk**
- Dog fouling has increased again. The clerk informed the members that a resident had complained of the offence and the clerk had sought the advice of the officers from SNC. A poster and some leaflets had been forwarded to the clerk and these were passed round the table for the members to see. It was agreed to display the poster in the village, and also to include an A5 version of it in the parish magazine. **Action - Clerk**

17. Clerk’s report and any agreed action – The clerk highlighted the following:-

- **A meeting** took place between the Chairman, Mikey Bentley (SNC) and the clerk to discuss the refurbishment of the village hall, the way forward and funding.
- **Work has started on Minns Bridge** and is expected to take 5 weeks
- **Remedial tree works on The Green** as notified by SNC during February has now been completed
- **Decorated House competition** – Brian and Liza Doe, one of the winners of the competition, have requested that their prize money of £10 be donated to Quidenham Children’s Hospice, and this has now been sent.
- **War Memorials** - A recording form needs to be completed and sent back to Tony Coxall at SNC. Previously Cllr Meade agreed to be the contact for information required, however, there is quite a lot more information needed than just being a point of contact, and the form needs to be completed as soon as possible and returned. 2014 marks the start of the First World War and the Government is keen to ensure this is recognized both at a national and local level, so now is the time to think how you may want to commemorate and remember the fallen from your parish. Councillor Meade agreed to complete the recording form and liaise with Tony Coxall. **Action – Cllr Meade**

18. Payment of accounts - Payments for January and February 2013 were agreed. Parish council payments already made since last meeting £405.92 (PC) £64.09 (Allotments) – cheques for signature £643.09 (PC) £13.00 (PF). Agreement was proposed by Councillor Hamps and seconded by Councillor Gunton. **ALL AGREED**

19. To be informed of significant correspondence and any agreed action (list as circulated)
– None

20. Business for May 2013 meeting – Marston Moor – state of road/footpath and dog fouling

Meeting adjourned at 9.45pm and reconvened at 9.52pm

- A member of the public asked if the new proposed football pavilion was going to be built on the playing field, had assurances been made by Earsham Estate that the lease will be extended. Councillor Meade confirmed that Earsham Estate have committed to the extension of the lease.
- The same resident asked about the potholes and the state of the road on Marston Moor, as it is very bad and difficult for people with pushchairs. The Chairman told the members that this would need some investigation as to who owns the road and where responsibility lay for repair, and agreed to put this on the next agenda for discussion.
- The issue of the dog fouling also arose and a suggestion was made that there could be an area somewhere in the village exclusively for the exercising of the dogs.

21. The date and time of the next meeting – Tuesday, 7th May 2013 at 7.30pm at the Earsham Church Room

Signed

Date

The meeting ended at 9.54pm