

# Earsham Parish Council

## Minutes

of a meeting of Earsham Parish Council held at The Village Hall  
on Wednesday 29<sup>th</sup> January 2014 at 7.30pm

**Present:** Councillors Lynda Hamps (Chair), Keith Reeve (Vice Chair), Karl Gunton, Nick Meade and Stephen Wood

**Also present:** District Councillor Murray Gray, Peter Goodfellow, 3 members of the public and Lynda Ling (Clerk)

1. **Welcome** – The Chair welcomed those present to the meeting
2. **Apologies** – Were received and accepted from Councillors Jim Bennett and Scott Bone
3. **Declarations of interest** – None
4. **Previous Minutes** - The Minutes from the meeting held on Wednesday 27<sup>th</sup> November 2013 were approved and signed by the Chairman. Agreement was proposed by Councillor Wood and seconded by Councillor Meade
5. **District and County Council Reports and crime statistics** –

**ALL AGREED**

**District Councillor report** – Dr. Gray reported the following:-

- South Norfolk Council are still considering the budget for the next financial year and will make a decision at a meeting on 24<sup>th</sup> February
- IER (Individual Electoral Registration) - From 1 July 2014, each person will be required to register to vote individually, rather than by household. In the proposed new system, residents will be asked to provide identifying information, such as a date of birth and national insurance number.
- Joint Parish Council Meeting – will be held at Denton on Tuesday 25<sup>th</sup> March at 7.30pm at the village hall. The guest speaker will be talking about better broadband in Norfolk

**Parish Crime Statistics-** Cllr Hamps read out the parish crime statistics:-

**November 2013** – 1 x drugs offence, 1 theft from a motor vehicle, 1 x theft other and 1 violence against a person making 4 in total for the month

**December 2013** – 1 x theft other and 1 violence against a person making 2 in total for the month

**6. Update on plans and idea's for the village hall refurbishment, and agree any necessary action** – The Chairman reminded members that the clerk had been asked the previous month to contact Councillor Gray, to seek his advice on planning issues and restrictions for any proposed village hall refurbishment plans. Councillor Gray had responded with information which suggested a meeting be held between members of the parish council, the council's agent and the SNC planners to discuss the project. Possible dates were discussed and Councillor Gray agreed to try to organise a meeting which suited everyone.

**7. Discussion on the proposed football pavilion, dug-outs and agree any necessary action** – Peter Goodfellow, Chairman of the Earsham Football Club, updated the members on the following:-

- Peter asked if he could publicly thank Councillor Gray for all his help and support, in front and behind the scenes, in assisting with the recent grant application to South Norfolk Council.
- Members were then informed of the process involved which resulted in the Growth and Localism Committee recommending that Earsham received £50,000 grant money. This has to now be presented to Cabinet who will have the final say in the matter and either ratify the recommended amount or change it. A meeting is being held on February 10<sup>th</sup> at South Norfolk Council when the decision will be heard.
- Peter had a meeting with the Football Foundation on 18<sup>th</sup> January, who were impressed with the application which had been made and were very hopeful that the £50,000 which had been applied for would be awarded. A decision will be made on 26<sup>th</sup> February.
- £3,300 has been applied for from the Norfolk Community Foundation, and £2,000 has been awarded
- £2,000 has also been applied for to the Adnams Charity
- The plans for the new pavilion have become something of a role model for football clubs, with 5 other clubs asking to see the plans.
- The tree has now been cut down as agreed to make way for the new pavilion

**8. Discussion on the refurbishment of the war memorial, discuss any improvements required around the memorial, any plans to commemorate the centenary and agree any necessary action**

– The Chairman informed the members that a total of £705 has been received so far in donations for the war memorial and the swing dance evening which has been arranged for the 8<sup>th</sup> March 2014, will bring in more money – all proceeds will go to the war memorial refurbishment. The discussion turned to improving the area around the memorial and perhaps having flowers in troughs to add some colour. The clerk suggested concrete troughs which would be heavy and not likely to be stolen if they could be fixed down. The upkeep of the flower beds wouldn't be too much work and could perhaps become a project for a local group or organisation. The Royal British Legion were hoping that towns and villages up and down the country would plant Flanders Poppy seeds for the commemorative year, and this was suggested as a possible idea, perhaps around the attenuation lagoon on The Green. The clerk was asked to contact SNC to see if it would be possible to have that area cleared of brambles. Councillor Gunton was happy to investigate the making the concrete/brick planters. Agreement to proceed with these plans was proposed by Councillor Hamps and seconded by Councillor Meade.

**ALL AGREED**  
**Action – Clerk**  
**Action – Cllr Gunton**

**9. Resolution to agree a budget and set the precept for the year ending 31<sup>st</sup> March 2015** – The members had received the budget figures, precept information and reports the previous week with their agenda pack and no queries from the members had been forthcoming. The clerk had changed the budget slightly from the original to reflect the inclusion of a heading for tree works. A report had been received from the Earsham Tree Warden a few days previously, which showed that there was a substantial amount of tree works which needed to be done, primarily on the playing field with 2 high priority areas needing attention. The figures had been changed to show this. Councillor Hamps proposed agreement to the new budget figures which was seconded by Councillor Reeve.

**ALL AGREED**

The clerk read out the report on the precept figures and the cost to the residents should an increase in the precept be required. Councillor Reeve suggested that as the pavilion would no longer be of any financial burden to the council once the new pavilion was built, therefore saving some money; he proposed to keep the precept the same as last year with no increase to the residents. This would mean the precept request to South Norfolk Council would be £12,084.00 for the 2014/15 financial year. This was seconded by Councillor Gunton.

**ALL AGREED**

**10. Resolution to agree the annual subscription renewal of Norfolk Link and agree any necessary action** – Councillor Hamps proposed agreement to the spending of £35 which was seconded by Councillor Meade.

**ALL AGREED**

**11. Resolution to agree a date for the Annual Parish Meeting –** Councillor Hamps proposed Wednesday 30<sup>th</sup> April 2014 which was seconded by Councillor Wood. **ALL AGREED**

**12. Grass-cutting on the allotment area and agree any necessary action –** At the last meeting Councillor Gunton had informed the members that a new lawnmower was needed at the allotments and the need to find someone who would be happy to cut the paths around the plots. One of the allotments holders had come forward and offered to do this, however a lawnmower was still needed. The clerk informed the members that she had a mower which was no longer of use, and although only 18 months old, would need some work on it to fix an oil leak and if anyone could be found to fix the problem with it, she was happy to give it to the allotment committee. It was suggested that a local handyman would probably be able to sort it out, so the offer of the machine was accepted.

**13. Purchase of a litter bin for the Jubilee seating area and agree any necessary action –** The clerk informed the members that she would be able to get a litter bin free of charge locally, which was going to be discarded as the lid was missing. After a short discussion it was agreed to take the bin for a trial period to see if the missing lid presented any problems with the weather i.e. contents being blown out. It was also mentioned that a volunteer would have to take responsibility to empty the bin as it would not be accepted by SNC for emptying as it was on private land. Agreement was proposed by Councillor Meade and seconded by Councillor Reeve.

**ALL AGREED**

**14. Purchase of two new lanterns for Church Road and Station Road –** The clerk explained that these two lanterns had been reported as faulty a few months ago, and due to one lantern having water ingress and the other a burnt out ballast, they needed replacing. There was money in the budget for the replacements. Agreement to replace the lanterns at a cost of £557 (excl VAT) was proposed by Councillor Gunton and seconded by Councillor Meade.

**ALL AGREED**

**15. Decorated house competition (Christmas) – winner and donation –** The chairman suggested donating the £20 to All Hallows in Ditchingham because one of the residents, who's Christmas lights attracts donations for All Hallows, had some money stolen from the honesty box outside his home. The chairman said she would check with the resident first but proposed that the money should be donated to this cause. Councillor Meade seconded the proposal. It was also suggested that something should be put in the parish magazine explaining the reason for this choice.

**ALL AGREED**

**16. Planning Applications and Report of Decisions received since the last meeting were noted:-**

#### **SOUTH NORFOLK COUNCIL**

a) **2013/1848** – Nursey & Sons Ltd – Sub-division of rear garden of Kingsbridge, Church Road, Earsham – New single storey dwelling with vehicular access and garage – **APPROVED WITH CONDITIONS**

#### **BROADS AUTHORITY**

a) **BA/2013/0252/FUL** – Mr. J. Farrow – 3 The Watermill, Staithe Road, Bungay – Proposed new shed/workshop – **APPROVED WITH CONDITIONS**

**17. Chairman's Report -** Councillor Hamps informed the members that she had received a communication from a local preschool group who have expressed an interest in using the village hall on a regular basis from September 2014. However they had certain requirements which would need further consideration, discussion and investigation, these requirements included:-

- Internal storage space – this is required for the Preschool toys and equipment
- Outdoor play area – due to Ofsted regulations, a fenced off area for the children to play in would be required. The preschool are happy to fund this themselves and the area would be available for all hall users, village children on fun days etc.
- A small shed would also need to be erected externally to securely store outdoor equipment for the children

A brief discussion followed, as ideas on how to accommodate these requirements were put forward by members including a suggestion to fence off an area on The Green to accommodate the outdoor play area. Councillor Gray suggested discussing this at the meeting with South Norfolk Council when it is arranged.

## **17. Reports from parish councillors and any agreed action –**

**Councillor Meade** – Councillor Meade had brought some old photographs of the village which he suggested scanning for inclusion on the history page of the parish council's website and to log the photographs with the Norfolk Records Office

- Mention was also made by some members that the new footpath along The Street was very slippery during wet weather and especially so when it was icy. The clerk said she would let Highways know of this. **Action - Clerk**
- The footway link at the end of the village is almost complete, the path is down although the barriers are still up.

## **18. Clerk's report –** The clerk reported the following:-

- EON has contacted the council to advise that the pavilion account is £54.17 in debt (following the change over to direct debit in November 2013) to that end they are increasing the monthly payments from £12.00 to £23.00 from the 1<sup>st</sup> February 2014
- A resident of the village has been in contact complaining about the dog mess in the village again, unfortunately the deadline had passed for a notice to be put in the village magazine, however, 3 SNC stickers are available at the moment for putting up on posts around the village. The chairman was happy to take these and put them up.
- In light of funding being applied for by Earsham Parish Council/Football Club, it has become clear that the council needs to adopt certain policies to meet the criteria of the varying organisations which are being approached. This item will be put on the agenda for March.
- South Norfolk Council are running the Big South Norfolk Litter Pick 2014. From 1<sup>st</sup> February to the end of April, any parish, community group or not-for-profit organisation that registers and completes a litter pick will receive £20 for their local community and will be placed in a draw to win one of 20 prizes of £200 for use in their community. SNC will provide the necessary equipment and instructions, all groups need to do is register their interest and complete the litter pick. For more information visit [www.south-norfolk.gov.uk/litterpick](http://www.south-norfolk.gov.uk/litterpick) or email [litterpick@s-norfolk.gov.uk](mailto:litterpick@s-norfolk.gov.uk)
- Joint Parish Council Meeting at Denton – The meeting will be on Tuesday 25<sup>th</sup> March at 7.30pm at Denton Village Hall. The guest speaker is Karen O'Kane who will be talking about better broadband, and it is hoped that the police, district and county councillors will also be in attendance. Residents are also invited to attend.
- Following on from the last meeting the clerk was asked to find out what paint had been used on the milestones, an email had been received which assured the council that the paint is a breathable masonry paint recommended/specified by conservation officers for roadside heritage. The black lettering will be done in the spring.
- A letter from Magpas – The Emergency Medical Charity, has been received to ask if the council would consider supporting the charity by means of a donation. The chairman asked the clerk to respond to the letter declining a donation and explaining that donations were only given to local charities after careful consideration. **Action - Clerk**

## **Meetings**

- The clerk will be attending SNC on Monday 10<sup>th</sup> February along with Peter Goodfellow, to hear the outcome of the cabinet decision on the funding awards recently held. The Growth and Localism Committee recommended that Earsham Football Club receive £50,000, so this meeting will either rubber stamp that amount, or change it.

- The clerk will be attending a funding information session on Tuesday 11<sup>th</sup> February at SNC which is free, spaces are still available if any members would like to attend. The chairman indicated she would like to go and asked the clerk to investigate availability.

**Action – Clerk**

- The clerk is attending a day’s course in March for end of year accounts
- **Tree Warden report** - The report has now been received and some tree works are required both on the playing field and around the village hall area.
- SNC – The 2014 Events and Festivals Guide is currently being put together and an email has been received asking if there is anything that the council would like included. This has been forwarded on to Sue Cramp for the Festival Committee.
- Email of complaint from a resident – complaint is regarding the reckless and speedy driving of possibly a football player/spectator on the lane leading down to the playing field last Saturday 25<sup>th</sup> January 2014. The track is in a bad state again, despite being repaired last year and can only get worse if this continues to happen.

**19. Payment of accounts** - Payments for December 2013 and January 2014 were agreed. Parish council payments already made since last meeting £98.58 (PC) £73.55 (PF) – cheques for signature £2,198.70(PC) and £13.00 (PF). Agreement was proposed by Councillor Hamps and seconded by Councillor Wood.

**ALL AGREED**

**20. Significant correspondence and any agreed action (list as circulated)** – Confirmation from Inspire Conservation, the agreed works on the War Memorial will take place in May or June.

**21. Business for the January 2014 meeting** – War memorial refurbishment, to include concrete planters, village hall refurbishment, the tree report and necessary tree works, preschool requirements for use of hall, equal opportunities policy, tree and plaque for Mr. K. Stephens

**The meeting will be adjourned for public participation (maximum 10 minutes)** – One of the members of the public had the following comments:-

- A telegraph pole on the playing field has a wire hanging down –possibly a BT line – **clerk to report**
- The driving on the lane to the playing field and speeding issues (relayed by email – clerks report) – the chairman said she would speak to the chairman of the football club regarding this
- One of the trees on the playing field has come down possibly due to high winds experienced recently and has covered the footpath. **Councillor Gunton will attend to it.**
- A second member of the public informed the council that nothing had been done about Marston Moor re the eroding edge and footpath. The clerk read out emails that had been sent to the Trails Team asking for remedial action to be taken. **The clerk will contact the Trails Team again.**

**22. Date and time of the next meeting** – Wednesday 26<sup>th</sup> March 2014 at 7.30pm at the Village Hall

Signed .....

Date .....

**The meeting ended at 9.25pm**