

# Earsham Parish Council Minutes

## of a meeting of Earsham Parish Council held at the Queen's Head on Monday 16<sup>th</sup> January 2017 at 7.30pm

**Present:** Councillors: Keith Reeve (Chair), Jim Bennett, Scott Bone, Nick Meade, and Stephen Wood

**Also present:** Lynda Ling (Clerk), District Councillor Murray Gray, County Councillor Margaret Stone arrived (during item 8) and 3 members of the public

- 1. Welcome** – The chairman welcomed those present at the meeting
- 2. To receive and accept apologies from members unable to attend** – Apologies from Councillor Gunton were received and accepted.
- 3. To receive any declarations of interest, in particular matters to be raised at this meeting** – Councillor Meade declared a pecuniary interest in item 14
- 4. Approval of minutes of the meeting held on Wednesday 30<sup>th</sup> November 2016** - Agreement was proposed by Councillor Wood and seconded by Councillor Bone. **ALL AGREED**

**No public participation at this point in the meeting**

**5. Reports from District and County Councillors** – District Councillor Gray read out the following report:-

- South Norfolk Council are presently considering their budget, as the government grant is going down, it is likely that council tax will go up
- The cost of emptying dog bins across South Norfolk will increase
- The recently reported boundary change proposals are now in the hands of the Boundary Commission, South Norfolk Council are now starting to look at parish boundaries. There is a meeting for chairmen and vice-chairmen being convened on the 6<sup>th</sup> February 2017 for a briefing on parish boundaries
- Norfolk County Council are increasing their precept by 4.4%

County Councillor Margaret Stone reported the following:-

- A decision will be taken regarding the council tax and budget towards the end of February 2017.
- Adult and children's services are over budget, with Adult Social Care being £11 million overspent so far with no money to bridge the gap. This is primarily because people are living longer and with more people living with dementia, diabetes etc, the costs have increased substantially.
- Local authorities are largely increasing their precepts by up to 9%, however NCC can only increase their precept by 6% over 3 years.
- As a nation we do not pay enough to cover either health or social care costs so the government, rather than increase general taxation for all, has said that councils can increase council tax this year specifically to pay for increased social service demands. This is in addition to a general council tax to keep pace with inflation of just under 2%
- New Homes Bonus – this funding has already been secured which would have gone to districts but is now included in county council's social care budget

**6. Discussion on the pre-school closure, the fencing belonging to the pre-school and any agreed action** – The chairman informed members that the pre-school had closed its doors and they had enquired whether the council wanted the fencing left in place at the back of the village hall. Most members thought that it should be removed, however it was agreed that it should be a decision for the village hall management committee, and the clerk was asked to convey the decision to the committee.

**ACTION - CLERK**

**7. Update on plans for the village hall refurbishment and any agreed action** – Councillor Woods reported that he was still looking for previous information/documentation on the plans for the refurbishment, the clerk said she had some correspondence from SNC which she would hand over to Councillor Wood.

**ACTION - CLERK**

**8. Discussion on the sign on Milestone Lane, costs for refurbishment and any agreed action** – Councillor Meade informed members that the post was in generally good condition. He had contacted a couple of companies for an idea on costs and had also contacted NCC's Highways Department. The clerk reported that she too had information from Highways, and the council had received permission to refurbish the sign, although no help of any kind could be given by Norfolk County Council. Councillor Meade informed members that he had also enquired how much lettering would cost through a company in Dorset, bronze letters were £5 each, and also reported, that he had looked at other signs in the village, which were also in need of attention. It was agreed that a request be put in the parish magazine for help in finding out what the original road signs looked like, and to find out if anyone had any photographs.

**ACTION - CLERK**

**9. Resolution to set the precept for the year ending 31<sup>st</sup> March 2018** – The clerk provided figures to the members for their information which stated that due to the South Norfolk Council support grant diminishing each year and a slight rise in the number of Band D properties, the precept would need to be increased to cover the extra costs to services e.g. electricity for streetlighting saw a large rise this year and the dog bin emptying service will see a rise of 53% during the next financial year. After a lengthy discussion, Councillor Bone proposed a precept figure of £14,290 for the next financial year (this financial year has been £14,086) which is made up of £13,500 precept plus £790 grant. Agreement was seconded by Councillor Bennett.

**4 AGREED**

**1 AGAINST**

**10. Resolution to agree the 2017-18 budget and any agreed action** – The budget was agreed subject to the alteration of income to reflect the decision on the precept request. Proposed by Councillor Reeve and seconded by Councillor Bennett.

**ALL AGREED**

**11. Resolution to agree a date for the Annual Parish Meeting for 2017** – Wednesday 26<sup>th</sup> April 2017 was the date agreed upon.

**12. Discussion on the winner of the Christmas decorated house competition** – All agreed that the winner was a house on Queensway, the clerk was asked to find out the names of the residents and ask who they wished to receive the £20 donation.

**ACTION –CLERK**

**13. Annual Parish Meeting** – discussed during Item 11

**14. Discussion on the outline application for land to the west of School Road, Earsham – (planning application 2015/2867 – Lodge Field, School Road) and agree any action** – Councillor Meade left the meeting during this item. The clerk gave members maps and information printed from SNC's planning portal on the latest alterations relating to this application, which was primarily the installation of footpaths on School Road. Councillor Gray informed members that he had pointed out that a footpath link on the map didn't actually link to the proposed housing estate and the land may be owned by a nearby property. After a lengthy discussion, it was agreed to approve the outline application, as all councillors were satisfied that the footpath issues had either been resolved or were in hand.

**ALL AGREED**

**15. Archiving of parish documents and any agreed action** – Councillor Meade spoke of the Norfolk Archive office which was free and easy to use, items could be classified as open or closed. It was agreed that the clerk compile a list of documents in her possession and discuss again at the next meeting.

**ALL AGREED**

**16. Discussion on the costs of purchasing a GPO red telephone box and agree any action** – The clerk had enquired into the costs as previously asked, however, the prices ranged from £1,000 up to £4,000 depending on condition. It was agreed that this was too expensive.

**17. Update on a defibrillator for the village and agree any action** – The clerk informed members that she has completed an online application with the British Heart Foundation, however, before the application can be progressed, the East Anglian Ambulance Service has to sanction it and this is what is holding things up. Until the EAAS approve the application, nothing more can be done. Councillor Reeve suggested contacting the trainer from the Waveney First Responders, recently seen at Wortwell Village Hall, to see if he can help.

**18. The resignation from the parish council of Cllr. Lynda Hamps, and replacement councillor for vice-chairman** – Councillor Hamps had tendered her resignation prior to the meeting and the clerk informed members that an advertisement in the parish magazine for February would include an article that the council were looking to co-opt someone as a replacement for Cllr. Hamps onto the council. SNC would be informed of the resignation that week.

The chairman asked if any of the remaining councillors would consider becoming vice-chairman, however, no-one came forward to take up the post. After a short discussion it was decided that the vice-chairman's role could wait for a little longer to give members time to consider it.

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

**SOUTH NORFOLK COUNCIL – 2016/2784** – Mr. Adrian Hipwell – Barn at Camphill Farm, Middle Road, Earsham – Conversion of an agricultural storage barn to a microbrewery – **APPROVED WITH CONDITIONS**

**BROADS AUTHORITY** – BA/2016/0437 - Miss Diane Magee - The Maltings, Pirnhow Street, Ditchingham, Bungay, Norfolk NR35 2RT - Removal of 2 decorative roof vents from former Silk Mill portion of Block A - non material amendment to permission BA/2014/0400/COND - Approved

**20. Chairman's report** – The chairman spoke of the excess in road chippings on The Street through Earsham. The clerk reported that another sweep of the road had been scheduled, despite one being done in December. Highways are aware of the issues and will be inspecting the surface of the road in detail in the spring.

The chairman also reported an illegal road sign (authorised access only) opposite Elms Close and asked the clerk to report it to Highways.

**21. To receive reports from parish councillors (for information only)**

**Councillor Meade -**

- Reported that a resident on The Street wanted to renew fencing and the old signpost was potentially in the way of the fencing. Enquiries to be made to Highways to see if the sign could be moved slightly.

**Councillor Wood –**

- Asked if the SAM2 machine could be moved further down the road as it was felt that it was placed too close to the position near The Queen's Head. The clerk confirmed that when she originally asked for permission from Highways for placement of the machine, it was agreed that the machine could be placed near the chicane at the Bungay end of the village.
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**22. To receive clerk's report (for information only) –** The clerk reported the following:-

- **Slipper Swap** - On Friday 20<sup>th</sup> January 2017 the mobile library will be hosting a slipper swap for anyone in the village that takes their old slippers to them, and they will receive a brand new pair in return. The timing of the library is: - Dukesway 9.50am – 10.05am and the Village hall from 10.30am – 10.45am.

In addition, you can pick up a free thermometer and health information leaflets, find out about books on prescription and get advice on grants and how to use energy more efficiently in your home. The initiative is part of the Stay Well this Winter campaign which is sponsored by Norfolk County Council and South Norfolk Council.

- **South Norfolk Council's Big Litter Pick 2017** - Working with the local community, schools and community groups this council run initiative helps reduce litter and improves the appearance of the district, ensuring that South Norfolk remains one of the best places in the country to live, work and visit. From 1<sup>st</sup> February to the end of May, 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! South Norfolk Council will provide the necessary equipment and instructions, all groups need to do is register their interest, advertise for volunteers and then complete the litter pick. For more information visit [www.south-norfolk.gov.uk/litterpick](http://www.south-norfolk.gov.uk/litterpick) Contact is through the email: '[litterpick@s-norfolk.gov.uk](mailto:litterpick@s-norfolk.gov.uk)' or call on 01603 533696. An information pack will be sent out to help with the organisation and advertising of the litter pick.
- **NCC** - Norfolk Trails currently have over 1,200 miles of walks, cycle and bridleway routes across Norfolk and whilst they look to inspect the routes as often as possible, it is difficult to do this frequently enough and across the whole of Norfolk network. They are therefore looking to expand their volunteering network in our local area to help with this. Norfolk Trails are looking for volunteers in this area to become 'Trail Rangers'. Their main role would be to walk a part of or all of a trail, depending on length, and fill in a simple report form advising if there are any or no issues. No previous experience or expertise is required, with all volunteers supported by trails staff and the volunteer policy. Reports from volunteers are essential in informing NCC of issues and helping them to resolve any problems efficiently. They also provide a record of inspections for legal purposes. <http://www.norfolk.gov.uk/out-and-about-in-norfolk/norfolk-trails>

**4. RECOMMENDED RATES FOR PARISH ALLOWANCES IN 2017**

**BASIC AND SPECIAL RESPONSIBILITY ALLOWANCES**

**Smaller Councils - where the electorate is less than 1000**

No Basic Allowance for all members (0% of the District basic allowance).

Chairman of a smaller parish council - Allowance of £139.00 per annum (3% of the District basic allowance).

**Recommended Travel Rates (all Councils)**

- Motor Car – 45p per mile, plus 5p per mile for any passengers
- Motorcycle – 24p per mile
- Cycling – 20p per mile

Travel by public transport/taxis etc. should be reimbursed at the level of the cost incurred.

**RECOMMENDED SUBSISTENCE (MAXIMA) (ALL COUNCILS):**

- Breakfast – £8.00
  - Lunch - £8.00
  - Evening Meal - £15.00
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**23. To approve items of expenditure invoiced since the November 2016 meeting and note balances** – Payments for December 2016 and January 2017 were agreed. Parish council payments already made since the last meeting £2,529.29 (PC) and £453.00 (PF) – cheques for signature £1301.41 (PC)

Agreement was proposed by Councillor Reeve and seconded by Councillor Bennett. **ALL AGREED**

**Balances in accounts as at 16<sup>th</sup> January 2017 were:-**

Parish Council Current Account	£2,775.47
Savings Account	£29,000.00
Playing Field Current Account	£1,421.05
Savings Account	£2,500.25
Allotment Current Account	£165.56
Savings Account	£1,348.36

**24. To be informed of significant correspondence and agree any action (list as circulated) –**  
None

**25. To discuss business for the March 2017 meeting** - Village Hall, Milestone Lane sign, co-option (if appropriate), vice-chairmanship, and archiving of documents,

**The meeting will be adjourned at 21.45pm and reconvened at 21.51pm for public comments**

Members of the public raised the following:-

- The Angles Way footpath is blocked by padlocked fence – although this has been reported, the member of the public wanted to know why the owners had not been contacted. The clerk responded that the owners/tenants were unknown and that the information is not readily available, unless someone knows who uses the land. Names were put forward and the clerk will make further enquiries with the new information.
- Marston Moor – sign put up by residents
- Flytipping has taken place in the lay-bye just outside the Bungay end of the village, and also on Marston Moor near the scout hut – the clerk will report these to SNC
- There appears to be the contesting of an ownership issue with regard to Millfield and the previously discussed footpath

**26. Date of the next meeting – Wednesday 29<sup>th</sup> March 2017 at 7.30pm in the Village Hall, Earsham**

The meeting ended at 21.56pm

Signed ..... **K. Reeve**  
Date ..... 20<sup>th</sup> February 2017