

Earsham Parish Council

Minutes

of a meeting of Earsham Parish Council held at the Village Hall
on Wednesday 29th March 2017 at 7.30pm

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

Also present: Lynda Ling (Clerk), District Councillor Murray Gray, County Councillor Margaret Stone, Tony Leech and 2 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** – None
- 3. To receive any declarations of interest, in particular matters to be raised at this meeting** – Councillor Meade declared a pecuniary interest in item 18 and Councillor Gunton declared an interest in item 10
- 4. Consideration of candidates who have come forward in response to a casual vacancy** – Tony Leech had submitted an application to the council which was accepted by the members. Agreement was proposed by Councillor Reeve and seconded by Councillor Gunton. Councillor Leech then signed the Declaration of Acceptance of Office.
- 5. Approval of minutes of the meeting held on Monday 20th February 2017** - Agreement was proposed by Councillor Wood and seconded by Councillor Gunton. **ALL AGREED**

The meeting was adjourned at 7.35pm and reconvened at 7.37pm for public participation

Mr. Graham Alger was in attendance and asked if the council members would be happy for him to keep a beehive on his allotment plot. Other plot holders had already been spoken to and no objections raised. The council were also in agreement.

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

- South Norfolk Council are now starting to look at parish boundaries and have started their consultations
- Boundary Commission are reviewing elections from 2019 with 2 member wards being suggested where previously there was 1 member
- Grants – the next round of grants starts on 6th April. District Councillors will have a members budget of £1000. Councillor Gray has awarded £400 from last year's budget to the Earsham Playground Committee
- The Community Action Fund has had £30,000 to spend during the last financial year with a £6,000 grant going to the Earsham Playground Group for new play equipment. River Waveney Trust were awarded Community Group of the Year

County Councillor Margaret Stone reported the following:-

- 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 and amounts to £4m
- More money is being used from reserves to help top up services
- There is a 3% increase in the budget for Adult Social Care
- NCC have no financial responsibilities to school's except for exclusions and £4.5k is budgeted for each child

- Social Services – there is an automatic link already in place between Health and Social Care
- The Fire Service are also working closer with the Ambulance Service as part of a pilot scheme
- Works will be started on the A143 with resurfacing being undertaken and two new roundabouts will be built on the A146 near Hales and Heckingham

7. Update on plans for the village hall refurbishment and any agreed action – Councillor Woods reported that he was still looking at paperwork and had found some plans. Concerns were raised over the viability of the hall since the playground group left which meant a regular income was lost. Councillor Woods asked if there was still a need for an extension given the concerns and perhaps a partition would suffice. The chairman suggested that ideas on the refurbishment should be postponed in the immediate future and advice be sought from the chairman of the Village Hall Management Committee who had a meeting scheduled for the following week. This was agreed.

8. Discussion on the sign on Milestone Lane and any agreed action – Councillor Meade informed members that a local company Black Dog Signs had been contacted and discussions on the different options available. After some discussion on materials that could be used the conversation turned to wording and it was agreed to approach the Queen's Head to ask if they would be willing to sponsor their own lettering.

ACTION - CLERK

9. To note the renewal of the electrical contractor's contract for streetlighting – The contract is currently with TT Jones Electrical and it is now due for renewal with the cost being held the same as the previous 4 years. Agreement to the renewed contract with TT Jones was proposed by Councillor Bennett and seconded by Councillor Gunton

**AGAINST – 1
AGREED - 6**

10. Update on the playground funding and any agreed action – The clerk gave a brief update on the current situation and the parish council's necessity to be the third-party funder lending £5375.00 to the playground committee (which is in the form of a loan) and it is hoped that the ordering of the equipment can take place soon. More funding has been found from SNC – Neighbourhood Board.

11. Agreement for an internal auditor for the end of year accounts 2017 – Councillor Bennett proposed agreement that Jackie Ellis should continue the task at a cost of £55 which was seconded by Councillor Wood.

ALL AGREED

12. Review of Standing Orders and any agreed action – Members had been given an updated version of Standing Orders for Small Parishes and these were accepted. Agreement was proposed by Councillor Bone and seconded by Councillor Gunton.

ALL AGREED

13. To agree the agenda for the Annual Parish Meeting on Wednesday 26th April – Members all agreed with the agenda

14. Discussion on the final recommendation on the new electoral arrangements for SNC and agree any action – These were noted and agreed.

15. Update on the Norse contract and the proposed grass cutting equipment being purchased by Earsham Football Club and any agreed action – The clerk informed members that the contract held with Norse had expired in February. The clerk contacted Norse to explain that the football club would be taking over the cutting of the playing field once they had bought their equipment and Norse agreed to continue to cut the field until asked to stop outside of a contract. The council would only pay for the work that had been done. The football club were now just waiting for confirmation from the Football Foundation that the funding was in place and then grass cutting equipment could be ordered.

16. Update on a defibrillator for the village and agree any action – The clerk informed members that although this process was started in December, no further progress had been made and was still pending.

17. Consideration for a replacement Vice-Chairman – Cllr. Woods volunteered to stand in for the foreseeable future. Agreement was proposed by Councillor Bone and seconded by Councillor Bennett.

ALL AGREED

Councillor Bone left the meeting

18. To consider supporting CPRE Norfolk in their efforts to opposing damaging new housing targets and any agreed action – Members did not support CPRE Norfolk in their efforts.

**AGREED – 1
AGAINST – 2
ABSTAIN - 2**

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

SOUTH NORFOLK COUNCIL –

22017/0489 - Applicant: Mr Mark Smith & Miss Lisa-Marie Podmore

Location: 10 Elms Close Earsham NR35 2TD

Proposal: Erection of a single-storey front extension to include adjoining garage.

2017/0552 - Applicant: Mrs Hannah King

Location: 4 Dukesway Earsham NR35 2TR

Proposal: Single and two storey rear extensions to replace conservatory and store

BROADS AUTHORITY – None

20. Chairman's report – The chairman reported the loose chippings again and asked the clerk to report it again to Highways.

ACTION - CLERK

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

Councillor Gunton – Reported fly-tipping in the lay-by at the end of the village and hedging plants not looking very good on the playing field. Councillor Meade commented that the grass should have sprayed to keep away from the young hedging plants. It was agreed that the area should be tidied up and discussed again at the next meeting. Councillor Leech and Gunton to inspect the area.

ACTION – CLLRS LEECH & GUNTON

Councillor Meade – Regarding the red telephone box suggestion – Cllr. Meade has made enquiries regarding the box in Hedenham and spoken with the chairperson of the parish meeting, however after some research has found the red boxes need to be adopted before they can be given to whomever is interested in them and there could be potential problems with ownership.

Councillor Wood – Spoke of the loss of a Scots Pine from a resident's garden and suggested that Scots Pines (Austrian Pines) be planted instead. Cllr. Wood also asked if the SAM2 machine could be moved further out of The Street towards the chicane at the Bungay end of the village. The clerk confirmed that it could as that location is where the permissions were granted for.

22. To receive clerk's report (for information only) – The clerk reported the following:-

- **Reminder about the Annual Meeting on 26th April 2017 at 7.30pm** – Letters are now going out to the organisations and groups that normally attend.
- **Allotments** – Now that I have all the allotment information from Cllr. Gunton, I have spent a fair amount of time updating my records, writing letters to those that either are new tenants or have not paid, and have had some success in receiving outstanding monies.

- **Archiving of documents** - I am still to start on this task, unfortunately my time has been taken up with writing letters chasing up allotment payments, transparency code funding, writing up new standing orders, starting to get the accounts paperwork sorted out and applying for funding for the play-ground equipment as well as meetings with Rachael Gunton for the same. I will now have to wait until after the end of year accounts and the audit process is complete before being able to report back.
- **Update on the funding for the Transparency Code as discussed at the February meeting** – The forms were submitted by the deadline and I am awaiting some information as to whether we qualify for funding, I have submitted a request for £1472.45 which includes the cost of a new laptop, software and printer/scanner.
- **Streetlighting Electricity** – I have had a letter from EON to say that the unmetered supply which is fed to the streetlights is going up in price from 14.40p per kWh to 15.75p per kWh from April 1st. We are locked into a five-year contract with EON so there is still a couple of years to go before we can look for alternative suppliers.
- **WREN funding for the play park** – Are the council happy for me to continue to be involved in the processes to attain the play park equipment and funding? This will include my being involved with the invoices, VAT reclaim and funding claims. *After some discussion it was agreed that the clerk could continue to work on this with Rachael Gunton and that the invoicing should come through the parish council as the equipment is a parish council asset and is being placed on parish council land.*
- **Norfolk Constabulary** – Invitation to send a representative from all parish councils to attend an open evening on Wednesday 24th May at Long Stratton Village Hall between 7.30pm and 9.30pm

23. To approve items of expenditure invoiced since the January 2017 meeting and note

balances – Payments for February 2017 and March 2017 were agreed. Parish council payments already made since the last meeting £5529.29 (PC) and £78.00 (PF) – cheques for signature £864.11 (PC)

Agreement was proposed by Councillor Reeve and seconded by Councillor Gunton **ALL AGREED**

Balances in accounts as at 29th March 2017 were:-

Parish Council Current Account	£ 643.82
Savings Account	£21,800.00
Playing Field Current Account	£ 730.56
Savings Account	£ 3,510.25
Allotment Current Account	£ 200.65
Savings Account	£ 1,348.36

24. To be informed of significant correspondence and agree any action (list as circulated) –

Emails from residents asking for more information on the Lodge Field application and Cllr. Meade's interests in the application and the second email was regarding how the council tax is worked out.

25. To discuss business for the May 2017 meeting - Milestone Lane and School Road sign, Playing Field tree's/hedges and report from Village Hall Committee

The meeting will be adjourned at 21.41pm and reconvened at 21.46pm for public comments

A member of the public commented on the following:-

- With the precept being increased was it prudent to spend money on a road sign and red telephone box
- Although allotment hedge looks good, the road was left in a mess

26. Date of the next meeting – Wednesday 31st May 2017 at 7.30pm in the Village Hall, Earsham

The meeting ended at 21.48pm

Signed
Date