

Earsham Parish Council

Minutes

of a meeting of Earsham Parish Council held at The Village Hall
on Wednesday 28th September 2016 at 7.30pm

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

Also present: 4 members of the public and Lynda Ling (Clerk)

- 1. Welcome** – The chairman welcomed those present at the meeting
- 2. To receive and accept apologies from members unable to attend** – Councillor Hamps and District Councillor Gray sent their apologies which were received and accepted.
- 3. To receive any declarations of interest, in particular matters to be raised at this meeting
To note any declarations of members pecuniary and/or non-pecuniary/other interests
pertaining to items on the following agenda** – Councillor Meade declared an interest in item 16
- 4. Approval of the minutes of the meeting held on Wednesday 27th July 2016** - Agreement was proposed by Councillor Woods and seconded by Councillor Bone. **ALL AGREED**

The meeting was adjourned from 7.33pm to 7.34pm for public participation

A member of the public commented that in relation to an item discussed at the last meeting and item 12 on the agenda, that there were two entrances on to the playing field.

5. Reports from District and County Councillors – The chairman read out District Councillor Gray's report as follows:-

- **Lodge Field proposed development** - Negotiations over the acquiring of land to construct a pavement on School Road are now well advanced and should be concluded shortly. This will allow the outline application to be determined. No details of layout or design form part of this application but will come later.
- **Re-warding of South Norfolk** – South Norfolk Council has submitted a proposal that would change the Earsham Ward by excluding Topcroft, but adding Bedingham, Woodton and Hedenham. This has yet to be agreed by the Boundary Commission and will be the subject of a consultation later this year. This will mean that from 2019, the district councillor in place at the time will have seven villages to oversee rather than the current five.

There was no County Councillor report.

6. Report on behalf of Earsham Scout Group and agree any action – The chairman read out a report on behalf of the Scout Group, who are attempting to raise funds towards a closed top cess pool and new toilet/shower block and are looking for contacts who may help keep the hut maintained. All agreed to support the initiative and wished the Scout Group good luck in their efforts. It was also agreed to support the group wherever possible and the clerk was asked to clarify if the scout group were asking the parish council for funds.

ACTION - Clerk

7. Update on plans for the village hall refurbishment and agree any action – Councillor Hamps submitted a report as follows:-

- Councillor Hamps has failed to contact the architect who drew up the village hall plans despite numerous efforts and suggests contacting an architect in Loddon who has experience in community projects. Members agreed that Cllr. Hamps should follow this up and Councillor Woods also agreed to contact his architect.
- Thanks were extended to Councillor Bone for the work he has put into redecorating the village hall. Extra work has been undertaken to incorporate a storage cupboard for the pre-school group to use.

**ACTION – Cllr Hamps
Cllr Wood**

8. Update on the works for the lane leading to the playing field and agree any action –

Councillor Bennett reported that the works on the lane were completed, however, there was some complaints from a resident nearby concerned about his garden flooding and drains being damaged from the vibration of the machines whilst laying the groundworks. The chairman commented that he thought that the lane looked much better but had received a letter of complaint from the same resident, and asked the clerk to respond to the letter appropriately. Thanks were extended to Councillor Bennett for completing the works on the lane.

ACTION – Clerk

9. Discussion on BACS payments, problems encountered, and agree any action – The clerk reported that after the July meeting, she had made enquiries to Barclays to enable the paying of the bills online. However, Barclays have recently changed their rules, and a signatory on the account would need to go online to sanction any payments made. Councillor Meade volunteered to do this, however, as he is not currently a signatory and due to past problems with mandate changes, it was decided to keep the payment of invoices as they are and continue to pay by cheque.

ALL AGREED

10. Moving of planters near the war memorial and agree any action – Councillor Hamps had submitted a report outlining that she still felt the planters should be on either side of the memorial as in their current position, one of them is almost constantly in the shade and not visible. Councillor Gunton remarked that there is some uneven ground under one of them, however he would have a look at it to see what could be done.

ACTION – Cllr Gunton

11. Discussion on how to dispose of unused smoke alarms currently in the possession of a councillor, from a previous initiative by SNC, and agree any action – Councillor Wood commented that the dates would have to be checked to ensure that they were still usable which he was happy to do. If they were found to be usable, the clerk should advertise them in the parish magazine, free to residents. If not, then they should be disposed of safely.

**ACTION – Cllr Wood
Clerk**

12. Discussion on the rubbish/garden refuse around the edges of the playing field and the damage to the bark on the trees and any agreed action – The chairman had reported that dogs were biting the bark off the elm trees on the playing field, and reports indicated that people were bringing their dogs from a nearby town and causing the damage. The chairman bought some dog repellent and sprayed it on the trees to try to stop the damage. The chairman bought some dog repellent and sprayed it on the trees to try to stop the damage. It was agreed that dog signs needed to put up near the entrance to the playing field (see item 12) and the small wire fencing needs to be done, Councillor Bone suggested that Sam Dossett be asked to measure this and submit a quote. In the meantime, Councillors Bennett, Bone and Gunton will tidy up and inspect the area.

ACTION – Clerk

13. The purchase of more 'No dogs allowed' signs, further actions for speed signs and any agreed action – The clerk reported that following the last meeting, she had tried to get 6" x 6" dog signs but had not found any in that size. After looking at more signs which had been found to be available, it was agreed to purchase 5 x 200mm x 300mm signs at a cost of £4.95 each. The chairman also suggested that the signs which display the rules may need looking at too.

Councillor Bennett said that he would look for stencils for the 10mph sign to be painted on the ground to the lane entrance. Agreement to purchase more signs as outlined above was proposed by Councillor Reeve and seconded by Councillor Gunton.

**ALL AGREED
ACTION - Clerk**

14. Discussion on whether the parish council have any interest in registering the war memorial with Historic England and any agreed action – The clerk gave some background to the proposal, and councillors agreed that it would be a positive move to register the war memorial in this way.

**ALL AGREED
ACTION - Clerk**

15. Update on the allotments, hedge and agree any action – Councillor Gunton reported the following:-

- That a small Allotments Association had been formed
- That Councillor Gunton was giving up running the allotments and will be having a meeting with the clerk to hand over.

Councillor Meade will speak with Stephen Revell about cutting the hedge free of charge, however if a cost had to be made, it was agreed that up to £75 maximum was an acceptable amount to spend. Agreement was proposed by Councillor Gunton and seconded by Councillor Meade. **ALL AGREED**

Councillor Gunton was thanked for his work over the years in the running of the allotments

16. Ratify the renewal of the NALC and CPRE annual subscriptions and any agreed action – After a brief discussion it was agreed to renew the above subscriptions (NALC £171.49 and CPRE (£36). Agreement proposed by Councillor Bennett and seconded by Councillor Gunton.

ALL AGREED

17. To note the external audit report – Noted.

18. Discussion on letter received from CPRE Norfolk asking for support from parish councils regarding damaging new housing targets and any agreed action – Councillors asked if this letter could be sent to them to enable more time to consider.

ACTION – Clerk

19. Items for inclusion in the 2017-18 budget – Councillors were asked to consider this and bring suggestions back to council at the November meeting.

20. Review and agree Standing Orders, Financial Regulations, Management and Financial Risk Assessments and any agreed action – Councillor Bone suggested changing the date on the Standing Orders to reflect the meeting dates of the parish council, other than that all agreed that the paperwork was satisfactory.

21. Discussion on recent correspondence regarding the removal of BT public payphones and any agreed action – A letter had been received from BT regarding public payphones which either have little or no calls made from them over a year, the payphone on The Street is on the list for removal. Members agreed that this should be put in the parish magazine for residents to made aware of.

ACTION – Clerk

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

SOUTH NORFOLK COUNCIL – None
BROADS AUTHORITY – None

23. Chairman's report – None

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

Councillor Meade -

- Asked for the sign on Milestone Lane/Church Road to be added to the agenda for discussion at the next meeting.

Councillor Gunton –

- Asked if the parish council would be happy to provide a letter of permission for new play equipment to funding organisations as the playground committee did not own the land. This was agreed.

Councillor Wood –

- Reported noisy motorbikes which should be reported to police.

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

a. Collapsed Bridge – I sent out an email early August to let you know that I had met with the Bridge Maintenance Engineer from NCC. The purpose of the meeting was to hear first hand the progress of the replacement footbridge. I was informed of the following:-

- The designing of the bridge was currently being undertaken, however, the department is undermanned and this to some extent is slowing the process a little.
- There are access problems, especially for getting in large pieces of machinery, however, they are in talks with a near neighbour who may allow access through the garden.
- As the majority of the works will need to be carried out from the channel itself, the time of the year for the work to be done will be key as the water is fairly fast flowing
- The funds are available for the work and it is envisaged that they will start May 2017

b. Pavement near War Memorial – You will see that Highways have resurfaced the area around the tree near the war memorial. This followed on from a request to Bob Edwards to see if Highways could do something about the broken and raised tarmac area caused by the roots of the tree. A resident of the village recently tripped over the roots and badly bruised her face.

c. PC Geoff Smith - I have been liaising with Chief Insp. Tom Smith about his father PC Geoff Smith who lived in Earsham as the village bobby for a few years and recently passed away. I have included a short article in the parish magazine about his life as the local police officer.

d. Funding for play equipment – I have been working with Rachael Gunton to discuss funders for the play equipment, and at the time of writing, applications are almost ready to be submitted.

e. Joint Parish Meeting – Following the cancellation of the meeting earlier this year, it has now been rescheduled to Monday 14th November 2016 at 7.30pm. The guest speaker is Steve Hammond from the East Anglian Ambulance Trust, Community First Responders. Is anyone intending to attend this, as Wortwell PC are asking for numbers. *Two or three councilors indicated that they would try and attend this meeting.*

f. **Football Club report** – This was read out by the clerk and included thanks to Councillor Bennett for his work on the lane leading to the playing field. *The clerk was asked by councillors to find out when it was envisaged that the football club would be purchasing the grass cutter. The clerk to contact Peter Goodfellow to find out.*

g. **Mobile Library Timetable** – A new timetable has been received and is up on the notice board, with a copy of it going onto the parish council website

h. **Rights of way** – Last meeting I told you about Helen Chester who was offering her services to parishes to record rights of way across the county. Councillors had access to the email but the prices she charges were not attached. (available to view from the clerk)

26. To approve items of expenditure invoiced since the July 2016 meeting and note balances – Payments for August and September 2016 were agreed. Parish council payments already made since the last meeting £132.87 (PC) and £867.31 (PF) and £53.83 (Allots) – cheques for signature £3408.52 (PC) £767.53 (PF).

Agreement was proposed by Councillor Gunton and seconded by Councillor Wood. **ALL AGREED**

Balances in accounts as at 27th September 2016 were:-

Parish Council Current Account	£1,002.23
Savings Account	£31,000.00
Playing Field Current Account	£313.14
Savings Account	£2000.00
Allotment Current Account	£184.20
Savings Account	£1,348.19

The clerk also informed members that a further £6,350.00 had been paid into the savings account that morning. This was the second half of the precept.

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

The clerk highlighted an email from PC Jim Squires, who is no longer the Beat Manager for Harleston. PC Squires email thanks everyone for the support he has been shown during his time in the area.

28. To discuss business for the July 2016 meeting - Village Hall, Milestone Lane sign and budget

The meeting will be adjourned at 21.49pm and reconvened at 21.55pm for public comments

Members of the public raised the following:-

- A sign has appeared at Marston Moor saying authorised vehicles only – who did this and can they put up the sign. *Enquiries will have to be made regarding this.*
- Re the lane resurfacing – cars parked outside bowls club, one member of the public was unhappy about being blocked in and didn't know the work was being carried out.
- The bottom of Kingsway path is overgrown and needs cutting back, also complaint about a parked camper van. *Will be reported to appropriate organisations.*

29. Date of the next meeting – Wednesday 30th November 2016 at 7.30pm in the Village Hall, Earsham

The meeting ended at 9.56pm

Signed

Date