

# Earsham Parish Council

## Minutes

### of a meeting of Earsham Parish Council held at The Village Hall on Wednesday 30<sup>th</sup> September 2015 at 7.30pm

**Present:** Councillors: Keith Reeve (Chair), Lynda Hamps (Vice-Chair), Jim Bennett, Scott Bone, Karl Gunton and Stephen Wood, District Councillor Murray Gray, County Councillor Margaret Stone, one member of the public and Lynda Ling (Clerk)

- 1. Welcome** - The chairman welcomed those present at the meeting.
- 2. To receive and accept apologies from those unable to attend** – None
- 3. To receive any declarations of interest, in particular matters to be raised at this meeting** - None
- 4. Approval of the Minutes of the meeting held on Wednesday 22<sup>nd</sup> July 2015** – Agreement of the minutes was proposed by Councillor Hamps and seconded by Councillor Wood.  
**ALL AGREED**

**The meeting was suspended from 7.37pm to 7.38pm for public participation**

The member of the public present commented that he was in support of item 17

#### **5. Reports from District and County Councillors, and Parish Crime Statistics –**

Margaret Stone, County Councillor read out her report which included the following:-

- There is currently problems being experienced with Anglia Buses along the Waveney Valley, unreliability, drop off points near schools, speeding and the attitude of drivers. All these issues have been raised with NCC. If there are any concerns of this nature in Earsham, Margaret would like these highlighted via email.
- Funding from government to county councils has been reduced, with Norfolk County Council anticipating up to a 25% cut.
- Devolution – Norfolk and Suffolk are happy to work together to reduce costs. Norfolk County Council are having an extraordinary meeting within the next week to discuss details.
- Norfolk has expressed support to asylum seekers which has been restricted to 20 – 50 families

Councillor Woods asked if cuts in funding would affect maintenance of roads and footpaths and informed Margaret that Footpath 9 is very overgrown in the village. The county councillor suggested sending some photographs to her and she would do what she could to address the problem. Councillor Woods agreed to take the photographs and pass them onto the clerk.

District Councillor Murray Gray then reported on the following:-

- Following an invitation to landowners, 16 sites have been put forward as possible gypsy and traveller sites. A new definition of gypsy and travellers is about to be issued by the government and SNC are waiting for further clarification.

- The Planning Inspector has found the Site Specific Allocations and Policies Document, Development Management Policies Document and Wymondham Area Action Policies 'sound' and SNC will hopefully be adopting these in the next few weeks.
- There is £30k available from Neighbourhood Chairmen available this year and Murray has £200 to give to each of his parishes towards projects this financial year.
- Better Broadband project – connections to Broadband should improve if you are within 1 mile of one of the green cabinets which have been installed in various locations. Members of the council informed Murray that mobile signals are bad in the village so Murray offered to try and find out the mobile signal strength for the immediate vicinity.

The chairman read out the crime statistics:-  
 July – 1 x theft other  
 August – 2 x violence against a person

**6. Presentation from Councillor Sue Collins (Bungay Town Council) on the Bungay Neighbourhood Development Plan and any agreed action** – No representatives of Bungay Council were in attendance, however the clerk gave members the information which had been passed onto her. Bungay Town Council are proposing that the parishes of Ditchingham and Earsham become part of the Bungay Neighbourhood Development Plan, this would be possibly one of the first cross border collaborations of this type. The clerk read out a report on the proposal and a lengthy discussion followed. The members decided that they would prefer to keep their options open at the moment as they didn't feel they could commit to a plan of this nature, the reason being potential conflict between the Local Plans for Norfolk and Suffolk.

**ACTION - Clerk**

**7. Update on plans for the village hall refurbishment and any agreed action** – Councillor Hamps had met with Karen Taylor recently (pre-school) to show her the plans of the proposed improvements to the hall. Karen commented that a door going straight outside into the play area would be more beneficial to the pre-school children for safety reasons.

**8. Update on the works for the lane leading to the playing field and any agreed action** – Councillor Bennett confirmed that the work would start as soon as possible.

**9. To resolve to agree Earsham Parish Council's standing orders, financial regulations and risk assessment** – After a short discussion agreement was proposed by Councillor Reeve and seconded by Councillor Gunton.

**ALL AGREED**

**10. Discussion on the lease agreement with the football club, conditions of use, payment of electricity and water and any other clauses as appropriate and any agreed action** – An informal meeting had taken place earlier in the month with the managers of both Earsham Football Club and Mettingham Football Club and the following was discussed:-

- Mettingham are happy to pay £25 per match to Earsham Football Club
- Discussion took place on the purchase of a grass cutter with Earsham Football Club willing to cut the playing field with the suggestion of an advance from Earsham Parish Council to assist with the purchase of a machine.

After members discussed the idea's put forward, it was agreed that Earsham Football Club should not be charged any rent for 2016/17 which was proposed by Councillor Gunton and seconded by Councillor Bennett. It was also agreed to give an advance of £2000 to help with the purchase of a grass cutter, provided the club take over the cutting of the entire field. Agreement was proposed by Councillor Bennett and seconded by Councillor Hamps.

**ALL AGREED**

The strimming of the edges of the playing field was also discussed and whether EFC would be able to cut those. It was agreed that this would be a subject for discussion with the chairman of EFC, but initially, the council may need to get this work done separately.

**11. Discuss the clean & visual inspection defect list for streetlights and agree any necessary action** – The defect list had been circulated to councillors previously and it was agreed that the obsolete lamps should be replaced as and when they stop working, but the other defects should be repaired, these were:-

Column 20 – Dukes Way o/s 6-8 – replacement bowl required

Column 21 – Milestone Lane – Straighten and re-concrete

Column 22 – Waveney Crescent o/s 12 – Tree trim

Column 30 – School Road – fit lamp, ignitor and transformer

The total cost of the above repairs amounts to £295.65 plus VAT. Agreement to proceed was proposed by Councillor Gunton and seconded by Councillor Reeve. **ALL AGREED**

**12. Discussion on the Parish Partnership Scheme Initiative and agree any necessary action** – This was deferred until the next meeting

**13. Discussion on the condition of Footpath 9 and any agreed action** – Following the County Councillor's comments on helping to get the footpath looked at, Councillor Woods agreed to take some photographs and forward them onto the clerk.

**ACTION – Cllr Woods**  
**ACTION - Clerk**

**14. To resolve to agree the renewal of the CPRE subscription of £36** – Agreement was proposed by Councillor Bone and seconded by Councillor Gunton **ALL AGREED**

**15. To resolve to agree the renewal of the NALC subscription of £160.82** – Agreement was proposed by Councillor Reeve and seconded by Councillor Bennett **ALL AGREED**

**16. Discussion on the Norse grass cutting contract and agree any action** – The clerk informed the members that while the contract expires at the end of October, the new contract wouldn't start until March next year so no papers or prices are available as yet. Norse have confirmed however, that as the Living Wage is going up, this will impact on their prices. It was agreed to defer this item.

**17. Discuss the purchase of 'No dogs allowed' signs for the playing field and agree any action** – The clerk was asked to purchase two signs one portrait and one landscape for the playing field, keeping the cost as low as possible.

**18. To be informed of any Planning Applications and Report of Decisions received since the last meeting:-** The following was noted –

**SOUTH NORFOLK COUNCIL** – None to date

**BROADS AUTHORITY** – None to date

**19. Chairman's Report** - None

## **20. Reports from parish councillors and any agreed action – None**

**21. To receive clerk's report and any agreed action –** The clerk informed the members of the following:-

- The SAM2 machine was ordered in July and will be with the parish very shortly after a date can be organised for Westotec to come and train the resident who has said he will take responsibility for it. It is envisaged to be sometime within the next week or so.
- EON have reduced the direct debit to £37.00 per month for the pavilion from £67.00 – no doubt this will increase again once the football season is underway.
- Reports of overgrown hedging at the Old Post Office and Waveney Cottage have been received on more than one occasion. Councillor Meade thought his father owned one of the properties and agreed to pass on the information.
- A complaint about two lots of fly-tipping in the village has been received which has been on private land, one lot has been cleared but have not heard any further reports about the other one.
- A complaint from an allotment holder regarding the overgrown weeds on an adjacent plot to hers has been received and has asked if anyone can sort it out. Councillor Gunton admitted this was a problem on the allotments and it was suggested to ask Sam Dossett to clear/trim the weeds down and then put a carpet down to smother the weeds. There are 3 plots vacant at the moment, no one on the waiting list.
- Two drains were reported as being blocked, one on Kingsway and one on The Street, these have been reported to Highways and will be cleared the next time a tanker lorry is sent out this way.
- A brief financial report is as follows, the only item above budget is the electricity for the pavilion which as recent discussions have highlighted, would always be larger than budgeted for.

**Street lighting** - £248.73 which is 43.8% of budget

**Electricity – pavilion** - £350.00 which is 116.6% of budget

**Water – pavilion** - £48.82 which is 15% of budget

**Salary** - £1606.80 which is 41% of budget

**Allowance** - £220 which is 47% of budget

**Norse** – field maintenance (after the payment of current invoice) - £1098 – 98% of budget

**Streetlight maintenance** - £352.52 which is 47% of budget

**22. To approve items of expenditure invoiced since the July 2015 meeting and note balances –** Payments for August and September 2015 were agreed. Parish council payments already made since the last meeting £132.87 (PC) £182.82 (PF) £75.83 (Allots) – cheques for signature £1077.56 (PC) £735.12 (PF). Agreement was proposed by Councillor Bennett and seconded by Councillor Woods. **ALL AGREED**

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

**24. To discuss business for the September 2015 meeting –** Parish partnerships, village hall and budgets.

**The meeting was adjourned at 9.23pm and reconvened at 9.27pm for public participation**  
The member of the public asked if some sort of maintenance programme could be started for the area around the Jubilee Bench as it gets overgrown and the litter bin needs a lid on it. Councillor Bone suggested asking if anyone in the village would like to look after the Jubilee Bench area perhaps tending it once a month. The clerk will find out if there is a litter bin lid available for that type of bin.

**21. To confirm the date of the next meeting – Wednesday 25<sup>th</sup> November 2015 at 7.30pm at the Village Hall**

The meeting ended at 9.28pm

Signed .....

Date .....