

Poringland

A photograph of the Poringland Library building, a large tree, and a parking lot under a clear blue sky. The library building is a single-story structure with a flat roof and large glass windows. A large, leafless tree stands in front of the building. To the right of the tree is a parking lot with several cars. The sky is a clear, bright blue.

Annual Report 2018

Chairman's Report

Dear Parishioner

It's been another challenging and very busy year for the Parish Council, but we have also achieved some great successes some of which I'm pleased to share with you in this report.

The Community Land Project is moving forward well, with planning documents being prepared ahead of delivery of the site. We have created a new children's play area adjacent to the Community Centre, and following the successful fete hosted in 2017 at the Centre, we have planned another fete this year. For those who enjoy a game of table tennis, we have a new outdoor table being installed in July; another great asset for the community.

Neighbourhood Planning has captured a lot of our attention, and I am sure that many of you have participated in the consultations we have been holding.

One of the biggest challenges we have faced over the last few years has been the seemingly endless roadworks while Anglian Water replaced 11km of water main along various local routes. We met with Anglian Water on several occasions and highlighted any issues brought to our attention, they also attended last year's annual parish meeting to face the public. We can all breathe a sigh of relief that these works are now completed, albeit a new set of temporary lights have been installed for an 11 week period as works commenced to provide a new wider footpath and cycleway between Springfields and Rectory Lane. These works form part of an agreement made with Norfolk Homes and the Community back in 2003 when local residents met the developer to agree what benefits the developer could provide the village. These later forming planning policy.

It is worth mentioning that all of our Parish Councillors are elected volunteers who attend public meetings to discuss ways we can maintain and improve our village. We are constantly looking at new projects to provide more facilities to make Poringland a better place to live. The Parish Council is also managed day to day by a busy team working within the Community Centre and led by our Clerk, Catherine Moore, without whom none of this would be possible. You will see from the diagram later within this report the full extent of what the Parish Council undertake each year.



Continued Overleaf

As always as a Parish Council we try to engage more closely with the residents within the village and invite you all to attend our monthly Parish Council meetings, where we discuss and plan our next steps. There is always an opportunity for the public to participate in those meetings and our clerk is always on hand to take phone calls or e-mails with suggestions for discussion at our next meeting.

Tim Boucher, Chairman

Contacting the Parish Council

If you have any comments about Poringland Parish Council and its work or you have any issues you wish to raise please contact one of the Councillors or the Parish Clerk, contact details are below.

Chairman

Tim Boucher	4 Saxonfields	07767 663643
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Vice Chairman

David Gooderham	10 Caistor Lane	01508 492954
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Councillors

Steve Aspin	10 Boundary Way	07876 138594
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John Henson	40 Rosebery Avenue	01508 494358
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David Hewer	9 Meadow Way	01508 492388
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John Joyce	10 Sebald Crescent	07539 254661
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James Landshoft	34 Glenn Road	01508 492311
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Lisa Neal	16 Shotesham Road	01508 493679
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John Overton	2 Meadow Way	01508 493090
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Trevor Spruce	8 Alston Close, Fram. Earl	01508 494038
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Chris Walker	9 White House Gardens	01508 494381
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Clerk

Mrs Catherine Moore BSc FSLCC
Community Centre, Overtons Way,
Poringland NR14 7WB

Telephone 01508 492182

Email clerk@poringlandparishcouncil.gov.uk

Website www.poringlandparishcouncil.gov.uk

OFFICE OPENING HOURS:

Monday – Wednesday 9.30am to 12.30pm; Thursday 9.30am – 4pm

Friday: By Appointment

Updates from last year's Annual Report

It's been a very busy year since the last Annual Report, with your council taking on some significant projects and making good progress with existing initiatives. In the last two reports we have told you about new councillors joining us, and this year is no different. In March, Jenny Kereama-Ellis decided to stand down from the Council after 17 years, and we are pleased to welcome John Joyce in her place. Jenny has brought her energy, enthusiasm and style ideas to lots of the work of the Council, including most importantly her involvement in the establishment of the Community Centre, and we wish her a happy retirement and hope to see her at future meetings and events.



The Community Centre continues to thrive and expand, with regular classes and space available for parties. We are developing our programme of hosted events, bringing top quality acts to the local area who would normally only be seen in much larger venues. Look out for exciting announcements on our forthcoming programme, advertised on the Community Centre website (www.poringlandcommunitycentre.co.uk), in the quarterly parish newsletter, and on notice boards around the village. If you haven't already liked our Facebook page, you'll hear it all first there - www.facebook.com/poringlandcommunitycentre.



Last year we reported that a boundary review was taking place, and the Council had put forward bold proposals for combining parishes in the area into one community council. These proposals were rejected, however, Poringland will be seeing the inclusion of the Bennett Homes development, currently in Bixley parish, along with Octagon Farm and surrounding land, into the parish boundary from May 2019. The Council is currently considering changing its name to Poringland Community Council, and would welcome your views - more on this later.



We continue to provide open spaces in Poringland, and to maintain roadside verges, and we hope that residents enjoy these valuable green spaces.

New for this year

Neighbourhood Planning

By far the biggest new initiative that the Parish Council has taken on this year, Neighbourhood Planning has offered an exciting opportunity for the community to shape and influence development in Poringland. The Plan is community led and evidence based, with consultation a key element of the process. Poringland began the Neighbourhood Plan process in September 2017, and since then has set up a Committee of five councillors and ten members of the public to steer the process; engaged a consultant to provide technical expertise to the process; recruited a Project Officer to assist with administration; has held a series of public engagement events to identify the key themes and issues in the community; surveyed residents to explore these themes in greater depth; and developed a draft vision and objectives. The next stage will be to draft the



Putting the Plan in Poringland

policies which will be included in the Plan, and to consult with the community to find out what you think of these. Ultimately, the Neighbourhood Plan will be put to the

community for adoption by referendum - so we want it to be right for everyone. If you would like to learn more, visit

www.poringlandparishcouncil.gov.uk/neighbourhood-plan.

Development in Poringland

On a similar theme, the Council has been very engaged with developers in the last twelve months. There have been a number of issues raised with the Parish Council regarding the Heath Farm site, and the Council, together with South Norfolk Councillors, is lobbying the developer to try to ensure that they meet their statutory obligations. While there is little the Parish Council can do to compel them to act, the planning officers at South Norfolk Council have been engaged throughout and the Parish Council has lobbied and signposted where appropriate.

Another potential development which has been in the local news is the proposal for 165 dwellings in Burgate Lane. The Parish Council has strongly opposed this application, believing it is unsustainable, inappropriate, remote, and will exacerbate existing drainage issues. The application has been rejected by the Development Control Committee at South Norfolk, and we will wait to see whether an appeal is submitted.

Greater Norwich Local Plan

You may have seen publicity or attended one of the public consultations on the Greater Norwich Local Plan, which is the first stage in developing the new Local Plan for development until 2036. This plan will sit alongside Poringland's Neighbourhood Plan, and the Parish Council will actively respond to all stages of the process.

Council Tax 2018/19

The Council was delighted to this year deliver a balanced budget with no increase in precept (council tax). This is in part because the number of houses in the parish is increasing, and while the work of the Council never seems to



decrease, we are making the best use of the resources we have, and embracing modern working methods. The financial statements presented later in the report show considerable income over expenditure, however a large proportion of the additional income is commuted sums which can only be spent for the

given purpose; and the Council did not make all of its anticipated expenditure and has therefore earmarked money to complete key projects. The Council ended the year with around £3,500.00 less in free reserve than the previous financial year.

Parish Council Elections

Oh yes, that time is rapidly approaching again! In May 2019 the whole council will be up for election, and we would really like to encourage people to join as Parish Councillors. The Council is made up of eleven members, of all ages and



from all walks of life. Publicity will begin in January regarding how you can be nominated, and more information about the role and the process is available from the Parish Clerk - contact details on the back page of this publication. The role of Parish Council can be interesting and varied, and you can give as much or as little as you like - all the commitment that is required is to attend one meeting a month (normally the last Wednesday of the month) and the rest is up to you. The Parish Council should be representative of the community, and we welcome enquiries into this important community role.

Your Parish? Your Community? Your Council!

The Parish Council has been giving thought to how residents perceive us. Do you believe that the Parish Council is linked to the church? Do you see the Council as serving a community? We are considering changing our name to 'Poringland Community Council' or even 'Poringland Council' as we feel that this better reflects our role in the village, and we would love to hear from you - do you support this? Do you oppose it? Do you have any other suggestions? Email clerk@poringlandparishcouncil.gov.uk to give your views on this and any other matters affecting your community.

Play Marked Area

Over the winter we were very excited to have the area of hard standing next to the Community Centre marked up as a children's play area. Kindly funded by grants from Anglian Water, South Norfolk Councillors, Sand and Gravel Charity, Fuel Allotment Charity and the Five Plus Magazine, the markings became an instant hit with youngsters in the village. Designed to be educational as well as fun, there is a number snail, a trim trail, and a roadway around the edge complete with traffic lights and zebra crossing. This is ideal for teaching children road safety, and we know that some children have been learning to ride their bikes on the space. We are currently raising funds for a bench for adults to relax and watch their children, and some bright mushroom-shaped stools for youngsters to take a break from their play.



Road Safety Signs

2017 finally saw the installation of the speed awareness signs. Part-funded by Norfolk County Council, this joint initiative between the Parish Council, the Police, and Poringland Primary School gave children at the school the opportunity to design a road sign which has been installed in key areas around the village where children walk or cycle to school. We hope that these eye-catching signs alert drivers and make them think twice about speeding through our village.



Community Centre

The Parish Council is very proud of the Community Centre and the facilities that are offered there. The Community Cafe continues to thrive and is enjoyed by both hirers and casual passers-by alike. Hosted events and parties are well received, and the new monthly indoor car boot sales have been a resounding success. The Parish Council needs to ensure that the Centre is meeting the needs of the community, as well as keeping up with preventative maintenance so we aren't faced with a big bill for a major failure one day. This year, a new independent sound system has been installed to work alongside the existing projection equipment, allowing more flexibility for events as well as improved sound at meetings, and enhanced facilities for conferences. The floor is in the process of having its first major overhaul in ten years, and this will look fantastic when it is finished. We will be painting the Centre in the coming months, and we are looking to extend the car park into an official overflow area at the far end, together with looking at measures to monitor who is parking and whether they are legitimate visitors to the Centre or the Library.



Poringland Community Fete



July 2017 saw the first Community Fete organised by the Parish Council in partnership with Framingham Earl Parish Council. A great day was had by everyone, and the sun shone making this a wonderful village event. Due to this success, another Fete will be held, this year on 14th July

2018 - look out for posters and announcements on Facebook. We would love to hear your suggestions for future Fetes, or if you run a community group, why not have a pitch? Email bookings.poringlandcc@gmail.com for more details.

'Ping' Table Tennis

Poringland Community Centre is very excited to be one of four locations in South Norfolk chosen to host an outdoor table tennis table for the 'Ping' festival. This will be free for everyone to use, with equipment provided, and the Council has the opportunity to keep the table and make it available for community use.



Community Land Project

Perhaps one of the most exciting developments in the last year is the Community Land Project, seeking to provide new recreational facilities on 14 acres of land off The Ridings. This land is being generously donated by Norfolk Homes, and the Council has carried out extensive public consultation to find out what the community want to see on this site. The master plan (below) has been developed from this feedback, and we are delighted to be seeking to provide allotments, a skate park / BMX track, a running track, a multi-use games area, a 3G sports pitch, a sports pavilion, and a permanent home for the Men's Shed project. Sitting alongside this we are also fortunate to have the wetland, and we will be keeping nature and wildlife at the forefront of our planning. We have nearly 40 people on our waiting list for allotments, and we have appointed a lead consultant to take us through the planning process, which will take some time as it is a complex site with many proposed facilities.

The Council is overwhelmed by the generosity of Norfolk Homes, who are donating money towards the project, as well as laying on services, setting down roads, and providing the Men's Shed with seed money to get their facilities up and running. Our wholehearted thanks must go to them on behalf of the community of Poringland.



Welcome Home and Memorial Playing Field

The playing field in The Footpath, which is managed by the Parish Council, continues to be open for residents to enjoy. The Trustees are pleased to report that the Pavilion is being well used, playing host to various meetings and events, as well as regular use by the Football Club and a privately operated before-school child care group. The plans to install new gas-fired central heating are expected to go ahead in the summer, and will sit alongside a project being run by the Football Club to move the shower facilities within the building,
The Pavilion is available for hire, at just £5 per hour, and is suitable for small meetings and gatherings.

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2018/19 Action Plan

In May 2018 the Council set its action plan for the coming year, highlighting the following key priorities. The full action plan is available on the Council’s website.

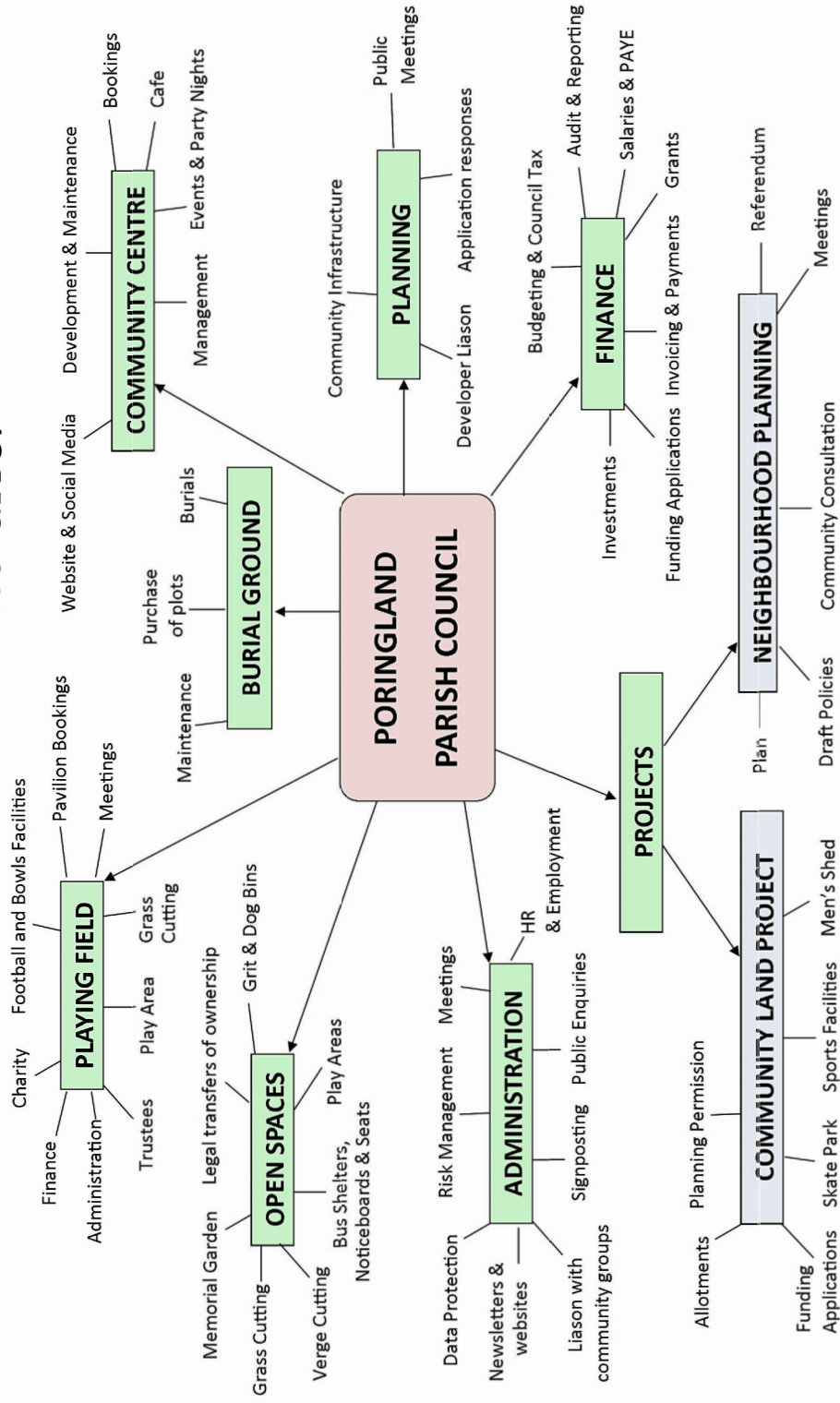
- To develop the Poringland Neighbourhood Plan;
- To gain planning permission for the Community Land Project site according to the master plan developed through consultation with residents;
- To look at the public profile of the Parish Council, considering whether the name should be changed to reflect a more modern role;
- To undertake work to improve facilities including installing heating at the Playing Field Pavilion.

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Advisory Groups

The Council operates a model of Advisory and Working Groups which are tasked with exploring specific areas of the Council’s work, and reporting back to Council with recommendations for decisions. These meetings are not open to the public.

WHAT DOES YOUR COUNCIL DO?



Meetings

Parish Council meetings are held on the last Wednesday of the month (unless advertised otherwise) at 7pm in the Community Centre. **Agendas** are posted on the notice boards and the website at least three days beforehand. The public are welcome to attend all Parish Council meetings; there's an opportunity to speak or ask questions.

Please note if you would like an item to appear on the agenda, details must be sent to the Clerk at least ten days before the meeting. The Council is unable to make a decision on anything not included on the agenda but can discuss it and refer it to the next meeting.

Minutes of meetings are posted on the website or are available from the Clerk.

Parish notice boards can be found in the Community Centre foyer; at the path between Norwich Road and Framingham Crescent; the Memorial Garden bus shelter; the Fiveways Roundabout bus shelter; and near the Springfields junction.

Future Meeting Dates

The Council will meet on the following dates in 2018/19:

27 th June 2018	30 th January 2019
25 th July 2018	27 th February 2019
22 nd August 2018 (Planning & Finance only)	
26 th September 2018	27 th March 2019
31 st October 2018	24 th April 2019
28 th November 2018	1 st May 2019 (Annual Parish Meeting)
2 nd January 2019	15 th May 2019

Summary of Parish Council Accounts 2017/18

Income	Actual 2016/17 £	Budget 2017/18 £	Actual 2017/18 £	Over (Under) 2017/18 £	Budget 2018/19	Inc / Dec on 2017/18 Budget
Precept	122,922	142,829	142,829	0.00	150,922	+5.67%
Shortfall Grant	5,829	3,714	3,714	0.00	1,994	-46.31%
Interest	2,567	2,000	3,508	1,508	2,000	0.00%
Burial Ground	8,006	4,500	18,810	14,310	5,500	+22.22%
Miscellaneous	1,967	500	1,129	629	500	0.00%
Grants	13,739	4,067	15,320	11,253	19,100	+369.63%
S106 Commuted Sum	32,975	0	27,500	27,500	0.00	-
Refund to Comm Sum	0	0	1,569	1,569	0.00	
CIL	1,558	0	3,837	3,837	0.00	-
Memorial Repairs	1,750	0	1,050	1,050	0.00	-
Community Centre	89,646	65,000	84,277	19,277	76,355	+17.47%
Use of Earmarked Monies (incl. S106)	0.00	0	0.00		28,200	-
Total	280,959	222,610	303,543	80,933	284,571	+27.83%
Tax Base (adjusted no. of properties)		1,693			1,789	
Band D Tax*		£84.36			£84.36	
% inc/dec Band D Council Tax		+1.78%			+0.00%	

Expenditure	Actual 2016/17 £	Budget 2017/18	Actual 2017/18 £	(Over) Under Spent 2017/18 £	Budget 2018/19	Inc / Dec on 2017/18 Budget
Staff Costs	105,191	106,954	112,574	(5,620)	125,899	+17.71%
General Admin	13,209	12,150	19,619	(7,469)	16,860	+38.77%
Burial Ground	12,020	8,000	8,986	(986)	6,000	-25.00%
Community Centre	53,701	67,866	55,079	12,787	52,293	-22.95%
Outside Spaces	22,554	10,630	8,433	2,197	13,560	+27.56%
Playing Field	14,219	10,310	8,562	1,748	16,859	+63.52%
Section 137	275	500	225	275	300	-40.00%
Professional Fees	542	1,500	0.00	1,500	1,500	0.00%
Land Project	0	2,500	1,525	975	33,000	+1220.00%
Octagon PO	0	0.00	0.00	0.00	200	
Neighbourhood Plan	0	0.00	3,385	(3,385)	16,500	
Contingency	0	2,200	0	2,200	1,600	-27.27%
Total	221,711	222,610	218,388	4,222	284,571	+27.83%
Comm Sums & Earm'ked Reserve (ER) Expenditure	17,567		5,381			
Grand Total	239,278		223,769			

* Band D Council Tax is calculated as Precept divided by Tax Base.

Accounts

Barclays Current	13,275.50
Unity Trust Current	48,937.89
Barclays Deposit	65,697.04
Petty Cash / Bar Floats	550.00
Nationwide Instant Access Saver	60,582.76
Julian Hodge Bond 1	22,000.00
Hampshire Trust Bond 1	55,847.75
Cambridge & Counties 120 Day Saver	74,086.85
Fidelity Investment	30,000.00
Hampshire Trust Bond 2	20,000.00
Julian Hodge Bond 2	55,000.00
Less unrepresented payments	1,215.81
Total	444,761.98

**A large print version of this
document is available:
Please call 01508 492182
or email
clerk@poringlandparishcouncil.gov.uk
to request this.**

Your Council's Finances Explained

Poringland Parish Council holds a certain amount of money in commuted sums (money which has been transferred from another organisation and which can only be used for the specific purpose) and earmarked reserves (funds that have been put aside for a specified purpose chosen by the Council).

Commuted Sums

£36,916.94 – Devlin Drive Fund

Commuted from Norfolk Homes for the 10 year maintenance contract of the Devlin Drive open space and play area, including replacement of equipment as required. Also used for maintenance of a small area of grass in Blackthorn Way. This contract runs until 2022.

£43,335.15 – Mulberry Close Fund

Commuted from Norfolk Homes for grounds and play equipment maintenance at the Mulberry Village Green. The 10 year contract runs until 2020.

£50,219.60 – Trafalgar Square Fund

Commuted from Norfolk Homes for the 10 year maintenance contract of the Trafalgar Square open space and play area, including replacement of equipment as required. This contract runs until 2023.

£5,394.88 – Community Infrastructure Levy

Compulsory contribution paid by developers whose planning applications were approved after 24th February 2014, and that meet set criteria. 15% of the monies due are paid to the Parish Council and must be spent on infrastructure projects.

£32,725.36 – Norwich Road Bus Shelters

Commuted from David Wilson Homes for 30 years maintenance of the bus shelters on Norwich Road, until November 2046.

Total Commuted Sums at 31.03.18: £168,591.93

Earmarked Reserves

£31,000.00 - Open Spaces

This is a fund that the Council is building up ahead of taking over the Mulberry Village Green maintenance contract in 2020.

£14,500.00 – Neighbourhood Planning

This is grant money received in 2017/18 and to be spent in 2018/19, together with the Council's contribution to the project.

£30,000.00 – Community Land Project Land

This fund will assist the Community Land Project site with matters such as planning, landscaping and maintenance.

£18,238.55 – 2017/18 Projects to be delivered in 2018/19

This is for projects that began or were planned for 2017/18 but have not yet been delivered, including £15,000 to extend the Community Centre car park; £2,188.55 balance for floor refurbishment; and £1,050.00 for memorial repairs in the cemetery.

£347.89 – The Six Administrator

As the largest Council in the Strategic Six Group, Poringland Parish Council holds and administers the fund which pays the Clerk to the Strategic Six Group.

Total Earmarked Reserves at 31.03.18: £94,086.44

Balance at 31st March 2018	£444,761.98
Minus Commuted Sums	£168,591.93
Minus Earmarked Reserves	£94,086.44
Free Funds Balance at 31st March 2018	£182,083.61

Thank you for taking the time
to read this document,
if you have any views or comments
please let us know.



Poringland Parish Council

Community Centre
Overtons Way
Poringland
NR14 7WB
01508 492182

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