

08.01.2014

Minutes of Poringland Parish Council meeting held at 7.00 p.m. in the Community Centre.

In the Chair: Mr J. Ellis.

1. Attendance Register & Receipt and Formal Approval of Apologies for Absence

Present: Mrs Beard, Mrs Harrison, Mrs Watkins, Mrs Kereama-Ellis, Mrs Neal, Mr Walker, Mr Hewer, Mr Timson, Mr Henson & Mr Dartnell.

Also Present: Clerk: Mrs Milton, RFO Ms Lopes, District Councillor Mr Overton and 4 Members of the Public. County Councillor Mr Smith arrived during Agenda Item 5.

2. To confirm the Minutes of the last Parish Council meeting held on 27th November 2013

Minutes of the last meeting held on 27.11.13, having been circulated, were approved and signed as a correct record. Prop. Mr Hewer, sec. Mr Timson, agreed.

3. To Report Matters Arising from the Minutes not on the Agenda: For Information Only

3.1 Footway Works

Email from Highways informing the footway scheme to The Ramblers will hopefully be in the 2015/16 programme. Areas of concern will be made safe in the meantime.

3.2 Heath Farm

Reply received from NCC re traffic impacts and copy letter received from NCC addressed to SNC concerning traffic information. The Clerk informed an amended application has been received, including a copy of the Junction Capacity Sensitivity Testing Report carried out by David Wilson Homes. The report has been forwarded to Councillors by email for discussion at our next meeting on 29.1.14. The outline planning application has been deferred by SNC until 5.2.14.

3.3 New Grit Bin

A new grit bin has been purchased and is waiting to be sited on the pavement in Hadden Close, as agreed with Highways.

3.4 Bus Stops

Mrs Watkins explained that she was waiting for a bus outside the Leisure Garden bus shelter on Monday and the bus did not stop. Clerk to report details to the Bus Company.

4. Adjournment for Public Participation and Councillors' with any Declarations of Interests

Mr Hewer prop. Standing Orders are suspended, sec. Mr Walker, agreed.

A resident outlined his concerns about the Heath Farm proposals and pointed out the main problem is that Highways will not define what they mean by severe travel implications. The additional traffic data was produced at the very last minute, the data for Norwich Road/Stoke Road junction is much higher and the projections even higher still. He outlined various concerns relating to traffic and asked the Parish Council to take the lead and put Highways under pressure to explain what severe means.

Mrs Watkins Declared an Interest in respect of Agenda Item 6 and signed the register. Standing Orders resumed.

5. Report from Chris Harrison relating to the proposed New play Equipment

Information circulated relating to costings. Mrs Harrison and Mrs Neal outlined a report relating to the need to upgrade and refurbish the play area. Following a discussion Mr Walker proposed that the project is supported by the Parish Council in principle; Mr Hewer seconded the proposal, all in favour. Mrs Neal thanked Council for their support.

Poringland PC Minutes 8.1.14

6. To consider Planning Applications Received for Consultation

2013/2083 – Land North of 18 Rectory Lane – Proposed two storey dwelling and garage.

Application type – Outline. Recommendation approval subject to: Adequate positive drainage to surface watercourse. Overlooking to neighbouring properties.

Letter received from two parishioners informing they feel very aggrieved that the Parish Council approved this scheme without a site visit or any consultation with owners of neighbouring properties. Mr Hewer proposed that a suitable reply is composed by the Chairman and Clerk. Mrs Harrison seconded the proposal, agreed.

Permission Granted

2013/1595 – 18 Stoke Road – Demolish existing front extension, replace with enlarged extension to provide kitchen/dining area, entrance lobby and cloakroom

2013/1845 – 65 Norwich Road – Conservatory to the side of the dwelling (Retrospective application)

7. Trod Path Extension to Footway - Upgate

Email from NCC asking if the PC would be interested in a ‘match-funded’ trod path extension to the footway. The cost to construct would be approximately £2,500 which would be match funded for £1,250 if our bid is successful. Following a discussion Mr Hewer proposed this matter is investigated during Agenda Item 8, seconded by Mrs Neal. Nine members voted in favour, one Member voted against, carried.

8. Precept

Draft budget circulated. Mr Ellis pointed out the Section 137 amount will increase to £7.20 per elector. The RFO outlined details of income and expenditure, including the bank reconciliation at 30.11.13. The Chairman referred to the Minutes of the Finance & Governance Committee and the recommendation that the weekly hours of the RFO are increased to 13. He proposed that the increase takes place from 1.4.14, Mr Hewer seconded the proposal, agreed. Mr Henson asked whether there is flexibility within the reserves to allocate £1,250.00 towards the trod path and the Chairman confirmed there are sufficient funds for the trod path and an amount can also be allocated towards the new play equipment. Mr Walker felt the trod path and play equipment should be funded from general reserves. He proposed the Precept figure remains at £117,348.00 as recommended by Finance & Governance Committee, as any increase in Council Tax should be limited. Mr Henson seconded the proposal, agreed.

Mr Henson proposed a bid is submitted for match funding of £1,250.00 towards a trod path. Mr Dartnell seconded the proposal, nine members voted in favour, one member voted against, carried.

Following a discussion relating to new play equipment, Mr Walker proposed the Parish Council purchases the JPL aerial roundabout swing, including installation, at a total cost of £5,800.00 plus VAT. This equipment would remain the property of the Parish Council. Mr Hewer seconded the proposal, three members voted in favour, two members voted against. Carried. Mr Dartnell proposed that £8,000.00 is donated to the Playing Field Committee for the purpose of purchasing new play equipment. The proposal was not seconded.

9. To receive written Community Centre Reports

(a) *Parish Council Issues*

Licence Variation

Ongoing discussions with SNC relating to the planning restrictions.

Possible Live Satellite Feed of the Arts from London

Information circulated from Mr Henson concerning the opportunity to be involved in a project sending live, high definition, surround sound, theatre, opera and ballet to rural communities. He confirmed that the Cambridge Film Institute would set up surround sound and high definition video in the hall, receiving its signal live from a satellite. This is 1.2 metre diameter and weighs about 150 kg and would be mounted on a frame and stainless steel base. No fixings would be made to the building without the consent of the Surveyor and Council but Mr Henson has been asked to find out if it can be mounted on the flat roof. At the end of the project the equipment would be offered to the Cinema at no cost to Council. Following a discussion Mr Dartnell proposed that our Surveyor is approached to establish whether there would be any implications to installing the equipment on the roof. Mr Hower seconded the proposal, agreed. It was also agreed that if the equipment is installed and removed at a later date, we would expect the roof to be fully restored.

(b) Report from Community Centre Management Committee

Mrs Kereama-Ellis reported the new cash register is being used. The Craft Fair and Race Night raised just under £1,500.00. The Coffee Shop proposal will be discussed next week at the Management Committee meeting.

10. To Consider Correspondence

10.1 Fiveways roundabout

Email from NCC asking if one (or both) of the Parish Councils would like to take over maintenance of the roundabout and Highways could arrange a licence. Following a discussion Mr Henson proposed that we leave the maintenance to the Highway Authority. Mr Timson seconded the proposal, agreed.

10.2 Poringland and Framingham Earl Churches Together

Letter from Mr Foster circulated thanking Council for the grant of £1,500 and outlining the main activities of the Youth project.

11. To Pass Accounts for Payment

Accounts Paid During December

1. Salaries (To 31.12.13)	£ 4,092.41
2. Spruce Landscapes (Maintenance Contract to 31.12.13)	£ 610.01
3. South Norfolk Council (Rates)	£ 256.00
4. Veolia ES (UK) Ltd (Trade Waste Collection)	£ 48.46
5. PRS for Music (Invoice)	£ 1,348.10
6. Spruce Landscapes (P/Field Maintenance)	£ 280.00
7. Andy Saunders (Window Cleaning Services)	£ 35.00
8. British Gas (Electricity)	£ 551.42
9. Talk Talk (Broadband)	£ 15.56
10. Norfolk Pension Fund (Pension Return)	£ 1,249.46
11. Anglian Water (Community Centre Water Charge)	£ 107.00
12. Ian Smith (Stationery)	£ 115.07
13. R. McCarthy (Out of pocket expenses)	£ 27.00
14. G. Lopes (Out of pocket expenses)	£ 23.40
15. L. Gooderham (Community Centre Supplies)	£ 377.23
16. MCL (New Heat Exchanger)	£ 731.59
17. ESPO (Gas)	£ 79.39
18. Hugh Crane (Cleaning Materials)	£ 154.59
19. Buchanan Business Systems Ltd (New Cash Register)	£ 743.94
20. Anglian Water (Cemetery Water Charge)	£ 17.45
21. L. Gooderham (Out of pocket expenses)	£ 40.00

22. HMRC (Return for Third Quarter) £ 2,777.52
All passed for payment.

Accounts Paid on 8.1.14

1. TATS (Website Hosting)	£	27.00
2. MCL (Repair to Heating System)	£	76.80
3. Best Norfolk Office Solutions (The Six Administrator)	£	99.91
4. City College Norwich (Food Safety Training Course)	£	150.00
5. Veolia ES (UK) Ltd (Trade Waste Collection)	£	61.96
6. Norwich Electrical (Bar Wall Fan and Lighting Repairs)	£	278.71
7. Ezyglide (Maintenance to Partitions)	£	678.00
8. SNC (Midnight Licence)	£	21.00
9. Norwich City Council (Donation towards Fringe Project)	£	100.00
10. Mrs C Milton (New Grit Bin)	£	105.84

All passed for payment.

12. To receive written Report from the Chairman

The Chairman confirmed he attended a planning event held by EACH in the Community Centre on 6.1.14 and it was well attended. He reminded Members that a meeting of The Six Strategic Group will be held on Monday 13.1.14. Mr Ellis referred to comments made by a parishioner relating to Heath Farm development and asked if Members would like to enter into discussions with NCC. It was agreed the report is difficult to read and understand and Members decided to leave the discussion until next meeting.

13. To receive written District Councillors' Reports

Mr Overton reported that a proposal has been made for a zero increase in Council Tax. The Vision was discussed at SNC on 7.1.14 and a grant has been proposed, to be rubber stamped by Cabinet. A proper presentation can then be made, a public consultation will be held and a legal document drawn up. The Chairman confirmed he has arranged a meeting with the Vice-Chair and Clerk next week to discuss the way forward for the project.

Mrs Neal reported that delegated planning powers are changing. Currently, if a Parish Council recommendation is refusal and other objections are received, the application will go to Committee. However, applications for small properties and extensions will in future only go to Committee if such a request is received from the Local Member. Otherwise, applications will be determined under delegated powers by the Officers.

Mr Overton confirmed a public consultation will be held by SNC in the Community Centre on 30.1.14 concerning the Shotesham Road development.

Regarding the Heath Farm development, Mr Overton wondered if it would be beneficial if a representative from NCC was contacted for advice about the DWH Traffic Report. Following a discussion Mr Henson proposed the Clerk contacts Mr Higgins in order to invite him to meet with Councillors to discuss and explain the information contained in the report. Mr Hewer seconded the proposal, agreed.

Mr Hewer mentioned the fact that grant aid has been applied for at SNC in order to move The Vision forward and he asked for assurance that the PC is kept informed and up to date with what is going on. Mr Overton confirmed the project is at a very early stage, a meeting concerning grant aid was held yesterday and a decision will be made by Cabinet.

14. To receive brief County Councillor's Report

Written report circulated. Mr Smith confirmed he met with Mr Higgins in order to discuss traffic issues relating to Heath Farm development. There is a huge problem with the County Council budget and the Library Service will face a cost reduction of £1.4m, this includes Poringland Library staffing levels. Regarding the gritting routes, Ugate will now be included but All Saints Road has been removed from the gritting programme. A reply has been received relating to problems and complaints received about Anglian Buses and Mr Smith agreed to send a copy of the email to the Clerk.

15. To receive written Amenities Committee Report

No report.

16. To receive written Playing Field Report

Mrs Harrison reported that remedial work is needed on the large gate. Use of the playing field has been offered to the Primary School whilst their building work takes place. Mrs Harrison was pleased to mention that a courtesy telephone call is received every 3 months from the Police to see if there are any issues. Date of next meeting 3.3.14.

There being no further business, the meeting closed at 9.10 p.m.

Signed..... Date: 29th January 2014