

30.04.2014

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

In the Chair: Mr J. Ellis.

The Chairman welcomed Mr Gary Atkins, who was duly elected Parish Councillor for Poringland and Mr Atkins signed the Declaration of Acceptance of Office.

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

Present: Mrs Beard, Mrs Harrison, Mrs Neal, Mr Walker, Mr Hewer, Mr Timson, Mr Henson, Mr Dartnell & Mr Atkins.

Also Present: Clerk: Mrs Milton, District Councillor Mr Overton and 3 Members of the Public. County Councillor Mr Smith joined the meeting during Agenda Item 7.

Apologies: Mrs Kereama-Ellis.

2. To confirm the Minutes of the last Parish Council meeting held on 26th March 2014

Minutes of the last meeting held on 26.3.14, having been circulated, were approved and signed as a correct record. Prop. Mr Hewer, sec. Mr Walker, agreed.

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

3.1 Anglian Bus Company

No communication from the Bus Company relating to a representative attending our APM.

3.2 Licence

Ongoing.

3.3 Poringland Primary School – Amendment to Application Y/7/2014/7001

Amendment to the scheme to erect a 1.8 metre close boarded fence on the boundary between 33 St Marys Road and the school.

3.4 Fiveways Roundabout

Meeting to be held on 9.5.14.

3.5 Poringland Wood

The notice as mentioned last month has been removed.

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

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

A parishioner referred to application number 2014/0393 and outlined concerns about issues relating to the proposed development.

Mr Overton confirmed a new Norwich Bus Charter was launched on 28th April and he outlined problems that have already been experienced. The Charter includes a number of pledges to passengers, including a fare refund if the bus is more than 15 minutes late.

5. To consider Planning Applications Received for Consultation

Applications Received

2014/0393 – Land North of Shotesham Road – Reserved matters application for 57 dwellings and 3539m2 (GIA) office accommodation, associated parking and green spaces - Recommendation Approval but we have concerns relating to the exit on to Bellamy Way and consideration should be given to the entrance from Shotesham Road becoming a proper service road with separate access and egress points.

We also have concerns about whether the Travel Plan is factually correct, i.e. some of the Local Amenity Distances are incorrect and reference is made to a proposed new Primary School. Prop. Mr Dartnell, sec. Mr Walker, agreed.

PPC Minutes 30.4.14

2014/0498 – Land North of Shotesham Road – Variation of conditions 2 and 3 of planning permission
 2011/0661 – (Construction of Spine Road (Carr Lane to Shotesham Road), surface water lagoon and associated works) – construction in accordance with submitted drawings and construction of drainage lagoon. Application Type: Removal/Variation of Condition – Recommendation No Comment because it was difficult to find what the variations of conditions 2 and 3 related to. Prop. Mr Dartnell, sec. Mr Walker, agreed.

2014/0250 – The Old Workshop, Dove Lane – Single storey dining room extension – Recommendation Approval. Prop. Mr Hewer, sec. Mr Henson, agreed.

2014/0582 – 39 Rectory Lane – Small window on south side of chalet bungalow – No Comments. Prop. Mr Henson, sec. Mr Dartnell, agreed.

2014/0770 – 13 Caistor Lane – 2 storey pitched roof extension to the rear – Recommendation Approval. Prop. Mrs Harrison, sec. Mr Hewer, agreed.

(b) Permission Granted

2013/0505 – David Wilson Homes – Land to the West of Norwich Road and North of Stoke Road – Outline application for up to 100 dwellings with all matters reserved except for access on land to the west of Norwich Road and north of Stoke Road.

2013/1968 – Land rear of 40 The Street – Single storey detached dwelling and garage.

2013/1986 – Land to the West of Norwich Road and South of Caistor Lane – Outline application with all matters reserved except for access for the construction of up to 150 dwellings and associated. Infrastructure.

(c) Permission Refused

2014/0239 – Subdivision of Garden of 85 The Street – Proposed bungalow to rear of 85 The Street.

(d) Applications Withdrawn

2013/1970 – Trustees of Poringland Village Hall, 65 The Street – Demolition of the existing village hall. Erection of a new All Saints Centre, Incorporating a dedicated Nursery unit, car parking, soft and hard landscaping and all associated works.

2014/0397 – Land South of 40 The Street – Conversion of barn into two dwellings and garages.

6. To receive written Community Centre Reports

(a) Parish Council Issues

Quotes in respect of Re-Decoration of the Bar Area

Two quotes received – M. Daws £190.00 and P. McCarthy £520.00. Mrs Neal proposed the quote from Mr Daws is accepted, seconded by Mr Hewer, agreed.

(b) Report from Community Centre Management Committee

The Chairman confirmed the Coffee Shop hirer is getting ready to open to the public next week. Mr Hewer advised that an advertisement will be placed in the next edition of The Five+.

7. Correspondence

7.1 Letter of thanks from Norwich Samaritans

Letter of thanks received in respect of the recent donation.

7.2 Council Development at Poringland

Email from SNC regarding road naming in readiness for developing the Shotesham Road site. Following a discussion Mr Henson proposed the suggestion is made that we carry on commemorating those who lost their lives during World War I and World War II. Mrs Neal seconded the proposal, agreed. Clerk was asked to submit the following names for consideration:- Aldridge – Burrows – Davey – Holmes – Mitchell – Neil – Pleasants. Clerk was asked to write to the 6YC asking if they would be interested in researching a project to discover names of those who lost their lives during other campaigns, in order for us to be in a position to put forward future road names.

7.3 Post Office Services in the Octagon, All Saints, Poringland

Letter from All Saints PCC relating to the running costs of the Octagon as a Post Office. Mrs Beard proposed a grant of £250.00 is paid, seconded by Mrs Harrison, agreed.

7.4 Business Rates

Email from Sevenoaks Town Council asking for support for a proposal they have submitted to government under the Sustainable Communities Act as follows: “That the government take the necessary action to allow a percentage of Business Rates to be paid direct to Parish and Town Councils for the benefit of local economic growth.” Following a discussion Mr Henson proposed this is supported, seconded by Mr Walker. Five members voted in favour of the proposal, 1 member voted against and 2 members abstained. Carried.

8. To Pass Accounts for Payment

1. Salaries (To 30.04.14)	£ 4,100.06
2. Spruce Landscapes (Maintenance Contract to 30.04.14)	£ 610.01
3. Trevor Allchin (Website Hosting)	£ 27.00
4. Mrs C. Milton (New Chairs & Tables)	£ 614.74
5. Spruce Landscapes (P/Field Maintenance)	£ 260.00
6. Spruce Landscapes (Community Centre Maintenance)	£ 294.85
7. British Gas (Electricity)	£ 705.18
8. Talk Talk (Broadband)	£ 15.01
9. Norfolk Pension Fund (Pension Return)	£ 1,333.51
10. Anglian Water (Community Centre Water Charge)	£ 107.00
11. Hugh Crane (Cleaning Materials)	£ 116.61
12. R. McCarthy (Out of pocket expenses)	£ 15.00
13. G. Lopes (Out of pocket expenses)	£ 21.60
14. NPTP (Standing Orders Training Course)	£ 50.00
15. ESPO (Gas)	£ 195.26
16. NALC (Subscription)	£ 518.85
17. PWLB (Loan)	£ 4,356.63
18. M. Grapes (Community Centre)	£ 30.00
19. Veolia (Trade Waste Collection)	£ 48.46
20. NORSE (Newsletters)	£ 91.00
21. SNC (Council Tax Charge)	£ 261.56
22. Ramsay Homes (Service of Doors)	£ 234.00
23. Mrs C Milton (Petty Cash)	£ 81.21
24. Halifax Bank (Additional payment)	£ 57.56
25. Spruce Landscapes (Level, turf & build up graves)	£ 136.80
26. Teknik Computers (Service Computers & Back up system)	£ 474.99
27. Genite (Letters for bar display board)	£ 53.82
28. Spruce Landscapes (Weed and Feed Leisure Garden)	£ 276.00
29. Spruce Landscapes (Weed and Feed Cemetery)	£ 696.00

30. J. A. Saunders (Window Cleaning)	£	35.00
31. Spruce Landscapes (Weed and Feed C. Centre Grounds)	£	240.00

All passed for payment.

9. To receive written Report from the Chairman

Mr Ellis reported that he attended a recent Six Strategic Group meeting when the Terms of Reference and Constitution were discussed and confirmed that feedback would be appreciated. Trowse PC has agreed to be involved in the Community Emergency Plan.

10. To receive written District Councillors' Reports

Mr Overton reported that office accommodation will be available as part of the Rosebery development, no commercial units will be included because of the heavy traffic that would be involved. From October it will be possible to place envelopes, yogurt pots etc. into the green recycling bins. In 2011 Saffron agreed to build 500 affordable homes and 592 have been built within 3 years. A new Gypsy and Traveller site is about to be opened near Costessey Showground.

Mrs Neal confirmed she recently attended CIL training and agreed to send a PowerPoint presentation to the Clerk to forward to Members. The Clean Sweep team will visit the Eastern Rivers area between 30th June and 11 July. The Housing team has had a successful year and is hoping to achieve a gold award.

11. To receive brief County Councillor's Report

Mr Smith confirmed the Member of Youth Parliament for South Norfolk for the next 2 years is Jacob Rhodes, not Jacob Rose as reported in the last Minutes. The Cabinet system has been changed to a Committee system. Major changes are being introduced to the Bus Service and a new Norwich Bus Charter is being launched this week. Mr Smith requested that he is informed of any breaches to the Charter. The Library Service will be holding a Summer Reading Challenge for young children during the summer holidays and they are looking to recruit young volunteers to help with the project.

12. To receive written Amenities Committee Report

The Chairman reported the Circus Ferrell will visit Poringland on 11th May and will be situated on the village green to the rear of the Community Centre. Free workshops for Poringland Primary School children will be held on 13th and 14th May and public shows will be held on 16th 17th and 18th May.

13. To receive written Playing Field Report

Mrs Harrison reported the AGM will be held on 12.5.14 at 7.00 p.m.

14. Pedestrian Crossing Points

The Chairman reported that some time ago it was mentioned that difficulties were being experienced in crossing the main road in the area of the Chemist shop and we agreed to bring this matter back to Council for discussion as NCC will be looking at crossing points within the village as part of developer funded projects. Following a discussion it was agreed that we are concerned about safety aspects for vehicles, pedestrians and cyclists and would like to look at how we can move forward. Mr Ellis felt that we should be working with Framingham Earl PC because their parish too will shortly receive additional housing. Mr Henson proposed that investigations are carried out together with Framingham Earl PC in order to be in a position to approach NCC regarding developer funded highway improvements along the B1332. Mr Walker seconded the proposal, agreed.

15. Appointment of Panel to Shortlist applications for the role of Clerk/RFO

Mrs Harrison proposed the HR Committee is appointed to shortlist applications for the role of Clerk/RFO. Mrs Neal seconded the proposal, agreed.

16. Appointment of Panel to Interview applicants for the role of Clerk/RFO

Mrs Neal proposed the HR Committee is appointed to carry out interviews for the role of Clerk/RFO. Mr Henson seconded the proposal, 8 Members voted in favour, carried.

There being no further business, the meeting closed at 9.00 p.m.

Signed..... Date: 28th May, 2014