

26.03.2014

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 Kereama-Ellis, Mrs Neal, Mr Walker, Mr Hewer, Mr Timson, Mr Henson & Mr Dartnell.

Also Present: Clerk: Mrs Milton, District Councillor Mr Overton, County Councillor Mr Smith and 12 Members of the Public.

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

Minutes of the last meeting held on 26.2.14, having been circulated, following one date amendment, were approved and signed as a correct record. Prop. Mr Hewer, sec. Mr Dartnell, agreed.

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

3.1 Proposed Skate Park Facilities

It was agreed that a meeting with the Youth Worker is not necessary at the present time.

3.2 One Year Santander Bond – Interest Rate 1.4%

A new fixed rate one year business bond has been opened.

3.3 Conversion of existing Footway on B1332 into Unsegregated Shared Use Facility

The Clerk confirmed an apology has been received from Tekendra Limbu at NCC relating to conversion of the footway on the B1332, including the fact that a late reply was received and our comments were not taken on board.

3.4 Anglian Bus Company

A reply to the invitation to attend the APM has not been received from Mr Smith.

3.5 Licence

Ongoing. Mr Overton confirmed that Mr Hancox will shortly be leaving SNC.

3.6 NHL Development – at Area A

Email from Mr Harper confirming the children's play areas are provided under S106 Agreements.

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

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

Mr Overton brought to Council's attention the fact that adjustments have been made to the roof heights and the pitch of the roofs on the Shotesham Road commercial units.

A parishioner outlined his concerns relating to Poringland Primary School's application to build a new three classbase extension and referred to the relocation of the wildlife area.

A parishioner mentioned application number 2014/0319 and expressed concern at the proposed buildings next to his property.

A point was raised on application number 2014/0319 concerning the fact that the plans are confusing because existing adjoining properties are not shown. The Chairman explained to members of the public that Mrs Neal will not vote as a Parish Councillor on any of the applications because she is a member of South Norfolk Council's Planning Committee.

Mr Ellis Declared an Interest and signed the register in respect of application number Y/7/2014/7001.

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5. To consider Planning Applications Received for Consultation

Applications Received

2014/0319 – Land North of Shotesham Road (Area D) – Residential layout including all house details and landscaping for next phase following planning permission 2011/0476/0. Recommendation Approval subject to clarification about the correct design of the 5 bedroom houses at the north east of the site.

We have concerns about garages/parking at the border of Church Close as this might have a damaging effect for the current neighbourhood, for example noise disturbance and light pollution.

It would have also been very beneficial to see the outline of the properties surrounding the development shown on the plans as this would have aided discussion by the Council and been informative for the local community. Prop. Mr Dartnell, sec. Mr Henson, agreed.

2014/7001 – NCC Poringland Primary School – Proposed new three classbase extension to existing school, including the removal of three existing temporary mobiles from the site. Resurfacing hard play area, relocating wildlife area and new surface water drainage improvements. Recommendation Approval but we are concerned that there will be a loss of residential amenity to numbers 31 and 33 St Marys Road due to the playground abutting these properties. Serious consideration should be given to the treatment of the boundary for the protection of both the children and residents. Prop. Mr Walker, sec. Mr Dartnell, agreed.

2014/0397 – Land South of 40 The Street – Conversion of barn into two dwellings and garages. Recommendation Approval but we have concerns over the proximity of the properties to both the access road and emergency access to the Norfolk Homes development. In addition, we continue to have concerns about the access for emergency and refuse vehicles to the development as we would expect the refuse to be collected from each property, not from a location on The Street.

(b) Permission Granted

2014/0057 – 64 St Marys Road – Single storey side and rear extensions

(c) Application Withdrawn

2014/0237 – 6 Old Mill Road – Rear single storey extension to form granny annexe.

6. To receive written Community Centre Reports

(a) Parish Council Issues

Coffee Shop Terms and Conditions

The Chairman confirmed the proposed hirer has agreed to the Terms and Conditions and the hire will commence on 28th April. It was agreed the Administrator is asked to circulate the final version of the Terms and Conditions and include a footnote of the version sent.

Community Centre Chairs and Tables

Mrs Kereama-Ellis proposed that 5 tables and 20 chairs are ordered for the entrance corridor in order to allow extra seating at a cost of £564.85 plus VAT. Mr Walker seconded the proposal, agreed.

(b) Report from Community Centre Management Committee

Quotation from Spruce Landscapes for £200.00 plus VAT to supply and apply weed feed and moss killer. Mr Henson proposed the quote is accepted, sec. Mr Walker, agreed.

7. Correspondence

7.1 *Poringland Parish Partnership Bids 2014-15*

Letter from NCC confirming the Parish Council's bid has been successful and will be funded up to 50%.

7.2 *Donation from Framingham Earl Parish Council*

Donation of £100 received from Framingham Earl PC. Letter of thanks has been sent by the Clerk.

8. To Pass Accounts for Payment

Mr Henson Declared an Interest in the payment to Ian Smith and signed the register.

1. Salaries (To 28.03.14)	£ 4,272.93
2. Spruce Landscapes (Maintenance Contract to 28.03.14)	£ 610.01
3. Trevor Allchin (Removal of box & examine projector)	£ 36.72
4. Ian Smith (New Chairs)	£ 1,651.80
5. Spruce Landscapes (P/Field Maintenance)	£ 280.00
6. Hedley & Ellis (Light bulbs)	£ 32.40
7. British Gas (Electricity)	£ 499.39
8. Talk Talk (Broadband)	£ 16.14
9. Norfolk Pension Fund (Pension Return)	£ 1,300.88
10. Anglian Water (Community Centre Water Charge)	£ 107.00
11. Hugh Crane (Cleaning Materials)	£ 119.66
12. R. McCarthy (Out of pocket expenses)	£ 12.00
13. G. Lopes (Out of pocket expenses)	£ 21.60
14. The Samaritans (Section 137 Donation)	£ 25.00
15. ESPO (Gas)	£ 189.40
16. Paul Clarry (Plumbing Work)	£ 93.60
17. Aardvark Services (Stage Carpet Clean)	£ 55.00
18. Hugh Crane (Cleaning Materials)	£ 78.78
19. Veolia (Trade Waste Collection)	£ 59.18
20. Flame Skill (Refill Extinguishers)	£ 32.94
21. SNC (Dog Bin Emptying Charge)	£ 441.36
22. Best Norfolk Office Solutions (The Six Administrator)	£ 82.03
23. Mrs C Milton (Petty Cash)	£ 84.54
24. Halifax Bank (Community Centre Bar Stock)	£ 1,398.79
25. P. Frizzell Ltd (Pond Clearance)	£ 756.00
26. D. Goddard (Picture Frames)	£ 129.00
27. HMRC (Inland Revenue Return)	£ 2,843.70

All passed for payment.

9. To receive written Report from the Chairman

Mr Ellis reported that he and Mrs Kereama-Ellis together with Mr Overton had met a representative from the Aylsham Football Club in order to discuss the way their community project is progressing. The project started in 2008 and they are now ready to start groundwork. The Chairman informed that no nominations were received in order for an election to be held, the process is being repeated and will continue until at least one person completes an application. The cost to the PC could be in the region of £3,000. Fiveways roundabout planting was mentioned and it was agreed the Chairman and Clerk attend a meeting with the Chairman of Framingham Earl PC and Mr Smith to discuss a possible planting scheme. Mr Ellis discussed the recent Six Strategic Group Transport meeting he attended and Mr Hewer confirmed he is looking at obtaining mapping information. The Clerk agreed to pass on details relating to the Parish Online Mapping system to Mr Hewer.

10. To receive written District Councillors' Reports

No report from Mr Overton. Mrs Neal reported as from 1st April SNC will start implementing CIL payments rather than 106 Agreements. CNC Building Control has received an award; the Company has been based at SNC for a year and has broken even, with contracts in place for other Councils inside and outside Norfolk.

11. To receive brief County Councillor's Report

Mr Smith reported the Council has recruited a new Managing Director. He felt it might be beneficial if one of our Councillors introduces themselves to Jacob Rose at Framingham Earl High School. Mr Smith agreed to speak to an Officer regarding the Poringland Primary School building issue. He confirmed that changes at the bus station will probably take place. Mr Smith agreed to send a copy of the pedestrian crossing points on the B1332 to the Clerk to enable a discussion to take place. Finally, he mentioned the Norfolk Constabulary notice that has been placed in Poringland Wood and the Clerk was asked to take up this matter with the Police.

12. To receive written Amenities Committee Report

Quotations from Spruce Landscapes of £580.00 plus VAT to supply and apply weed feed and mosskiller to the Cemetery and £230.00 plus VAT for the same work at the Leisure Garden. Mrs Kereama-Ellis proposed the quotes are accepted, seconded by Mr Hewer, agreed.

13. To receive written Playing Field Report

No report.

14. The Six Strategic Group

The Chairman confirmed that Trowse Parish Council has made an application to join the Six. Mr Hewer informed they are willing to pay £100 towards admin costs and he would like permission for them to join. Mr Henson proposed that Trowse PC is given permission to join, seconded by Mr Walker, agreed. It was also agreed that the terms of reference for the Emergency Plan and Good Neighbour Scheme are looked at.

There being no further business, the meeting closed at 8.55 p.m.

Signed..... Date: 30th April, 2014