

LITTLE MELTON PARISH COUNCIL MEETING
at the VILLAGE HALL, MILL ROAD, LITTLE MELTON
TUESDAY 6 SEPTEMBER 2011

PRESENT

John Heaser (Chair), Chris Starr (Vice- Chair), Jo Runeckles and Sally Sandford.

Also present was County Councilor Judith Virgo.

In addition one member of the public was present, namely Julia Rumsby, who left the meeting at approximately 9.05 pm.

APOLOGIES

Apologies for absence were received from Tony Berry, Jan Kitchener, Christopher Kemp and Garry Wheatley

DECLARATIONS OF INTEREST

The Chair asked if any members wished to declare an interest in any item/items on the agenda. No declarations were forthcoming.

MINUTES

The minutes of the Parish Council meeting held on 19 July 2011 were – on a proposal by Sally Sandford, which was seconded by Jo Runeckles, accepted as a true record of the business conducted and therefore a copy was signed and dated by the Chair for retention in the Parish Council records.

PUBLIC, DISTRICT AND COUNTY COUNCILLOR PARTICIPATION

No matters for discussion were raised under this item.

PLANNING

RESULTS

- 1) It was confirmed that the application (2011/0748) submitted by Mr Andrew Dyer seeking planning permission for the expired permission 2007/2117/F – proposed two storey extension and replacement of a flat roof to form new pitched roof at 39 Braymeadow Lane - (to which the Parish Council had responded “no views or comments”) had been approved (26/6 – 2/7/11) with two standard conditions.
- 2) It was reported that application 2011/0068, which was a re-submission of a proposed two storey side extension to Macallans Rest had been approved (between 21-27 August) subject to 3 conditions, including the retention of the hedge on the front boundary at a minimum height of no less than one metre.
John Heaser explained the background to this application and it was also mentioned that it was understood that there was no set distance for a development to be away from a neighbouring property.

PARISH COUNCIL VIEWS REQUIRED

- a) The Clerk confirmed the Parish Council response, in respect of Mrs Jill Margailan’s proposed conversion of a single storey barn to a three bedroom dwelling and new garage at Elm Farm, 32 School Lane, on 24 August, had been “no objection” but with two comments. These comments were:-
 1. the location plan is very outdated and,
 2. the development is close to an area that has experienced many problems with ditches that no longer provide effective drainage, and in particular new soil and surface water drains (with consent) to discharge and extend outfall to the ditch on the southern boundary must not exacerbate the local drainage problems.
- b) The second proposal concerned the proposed Power and Recycling Centre at Willows Business Park, Saddlebow, King’s Lynn. The Parish Council response, to Norfolk County Council, had been objection to the application principally on the grounds that it will impact on the amenity of users and residents of the area and that there seems to be sufficient doubt about the long term health effects to warrant an independent inquiry.
Obviously with 65,516 (93%) voting against the proposal it is clear that the vast majority of the public believe that incinerators represent a health hazard.
To date no reply had been received from Norfolk County Council.

HOUSING DEVELOPMENT PROPOSED TO THE NORTH OF HETHERSETT

The following were referred to:-

- LDF presentation/exhibition – early October 2010.
- Meeting 25 July 2011 with representatives of Indigo Public Affairs Ltd, representing Ptarmigan Land Limited.
- SNC Parish Briefing event (at Long Stratton) – Chris Starr in attendance on behalf of the Parish Council.

Also the undermentioned upcoming events and dates were noted:-

- A Consultation Event at Hethersett Village Hall on 14 September 2011.
- The conclusion of the LDF consultation period on 18 November 2011.

LDF - SITES SUGGESTED FOR DEVELOPMENT IN LITTLE MELTON

Chris Starr referred to his email of 2 September, which had informed the Parish Council that (a) the LDF consultation period ran up to 18 November 2011, and (b) that consultation documents were available via the SNC website.

Chris confirmed that – as a Service Village – Little Melton could expect between 10 and 20 new houses, over the next 15 years but confirmed that 1,800 new homes (across South Norfolk) envisaged for smaller sites remained unallocated.

So it could be that between 40 and 80 new houses would be allocated for the village – across the next 15 years.

Also noted was that developments of less than 5 houses did not have to provide affordable housing. It was further confirmed that the Parish Council had suggested – towards the end of 2010 - sites 619a and 619b (land south of Ringwood Close through to Great Melton Road) be put forward as suitable for development.

With regard to the latest land put forward – by owners/developers – that is south of School Lane, i.e. part of Elm Farm, Chris Starr advocated that the frontage to this land should not be developed.

Bearing in mind that there was a necessity for detailed discussion on development within the village – taking into account the latest suggestions – it was agreed that further consideration should occur at the next Parish Council meeting on 18 October.

Finally it was noted that it will be 2012 before specific sites are determined by SNC.

PARISH AMENITIES

FOOTBALL PITCH – TOP GOALMOUTH/PITCH MARKINGS

The Clerk reported:-

- The re-turfing of the top goalmouth – by CGM.
- The subsequent daily watering of the new turf by John Heaser, Jan Kitchener, Harold Kerslake, Chris Starr and Richard Sinclair.
- The removal, on 1 September, of the orange safety plastic fencing, and cutting of the grass (by CGM).
- The erection of the goal by John Heaser, Harold Kerslake, Richard Sinclair and Mick Lemmon, manager of HAFC U15s, on Wednesday 7 September.

Following the above action it was also noted that HAFC had arranged for the marking out of the pitch for the new season, so that the first youth team fixture could be played on Sunday 11 September.

With regard to the possible erection of 5-a-side football goals, to the west of the main football pitch it was agreed that consideration would be given to this suggestion, providing sufficient space was available and health and safety was not compromised.

PLAY EQUIPMENT MAINTENANCE/ANNUAL SAFETY INSPECTION 2011

John Heaser, who had been in attendance, reported on the recent annual inspection, week commencing 29 August and said that the outcome was that a few items required attention, including of course the provision of one or two new springers.

Furthermore the damage (done by CGM when strimming the grass) to wooden support posts in the play area had been pointed out during the inspection. In consequence it was agreed that the Clerk would request CGM to provide removable (metal?) sleeves to the bottom of the posts, when further maintenance was undertaken, so as to prevent any more damage.

Referring to the envisaged two new springers in particular, it was confirmed that the Parish Council had been seeking costs for the removal of existing and replacement with new equipment. This

requirement included removal of existing, including old concrete bases, purchase of two new springers, laying of new concrete bases, fixing of the two new springers in the concrete, provision and laying of new turf on concrete bases, purchase and laying down of new safety lattice matting on top of the turf.

A price of £645 had been obtained from CGM excluding the purchase of the springers and safety matting – so this might mean that the overall cost could be between £1,500 and £2,000.

In addition a price of £1,611 had been obtained from Kelvin Davies (Outdoor Toy Installers) but this price required clarification regarding some points, and so the Clerk had – via email on 24 August – sought the answers to five questions.

With the Clerk being away on holiday from 27/8 to 4/9 the response had been requested, via John Heaser, but nothing further had been received from Mr Davies.

After some discussion it was agreed that initially one new springer would be purchased, at a cost of approximately £495 including delivery, and that John Heaser would undertake the fitting.

Jo Runeckles, using her experience and expertise with young children agreed to establish the preferred choice of springer.

PROPOSED NEW ALLOTMENT PROVISION (ADJOINING VPF)

It was noted that there was nothing further to report at this stage although it was thought that a digger may have been on the envisaged site late in August.

VILLAGE SIGN MAINTENANCE

John Heaser reported that he had spoken to Stewart Cable during August and he understood that the work to refurbish the sign would be carried out in the near future.

SECTION 106 MONEY – RECEIPT/USE

Upon the suggestion of the Chair it was agreed that consideration of the use of this unexpected receipt (received from SNC) in late March, be deferred to a later meeting.

VILLAGE PLAYING FIELD MAINTENANCE

It was reported that following an email, on 15 August, to CGM the Clerk had established that:-

- a. The trimming of the external bank to the eastern boundary of the playing field is to be undertaken in the second week of September (twice a year under the terms of the contract) and,
- b. The application of weed killer to an area – approx. 3 feet from the tennis court fence (outside the court) has recently been undertaken, although there may be little evidence of this taking effect as yet.

It was also noted that CGM had become an approved tree contractor.

VILLAGE HALL REPLACEMENT WINDOWS AND DOORS

It was reported that, within the past two weeks, Yeoman had fitted the new front entrance doors and the three new large high level windows.

The work was thought to be satisfactory but outstanding matters included keys and door closers to the front entrance doors.

Concluding this discussion it was noted that Wilf Chamberlain had spotted a slipped/broken roof tile just above and to the right hand side of the entrance and had kindly agreed to replace it shortly.

HIGHWAYS

PROPOSED CYCLE PATH LINK

John Heaser said that there was nothing further to report under this item.

REPORTING OF MAINTENANCE MATTERS

An email, dated 19 August, from Norfolk County Council was confirmed – this formally notifying the Parish Council of the visit to Little Melton of the Highway Rangers in early/mid September. The Clerk was asked to reply to David Jacklin, Highway Support Engineer (South) with highway matters needing attention including (a) accumulated mud etc and the cutting back of vegetation from the bottom of School Lane near to the A47 and the path/steps up to the A47, (b) the repair of the rough area of pavement outside the local school, (c) small potholes at the junction of School lane/Green lane, (d) brambles around the grit bin on Green Lane, and (e) the brambles and thorns growing over the highway on the eastern side of Green Lane – especially from the access to Vine Cottage down to the first bend.

In addition it was noted that the brambles, from the neck of the private land immediately to the west of the local school were overgrown again and it was recalled that on previous occasions when this had occurred a member from the school staff had contacted the owner and the matter had been resolved.

ROAD CLOSURE 1 - 23/9/11

It was confirmed that the closure of Burnthouse Lane was scheduled from 1 – 23 September in order to undertake further refurbishment of the National Grid overhead electricity supply.

COMPLIMENTARY SAMS PROJECT – PILOT SCHEME

PROPOSED 20 MPH SPEED LIMIT

No further progress was reported on either of the above items.

UPDATED TRAFFIC DATA

It was reported that County Councillor Judith Virgo was continuing to make enquiries at County Hall as to why data for School Lane, Little Melton could not be obtained by the Parish Council.

CLERK'S CORRESPONDENCE

The Clerk's correspondence schedule, as at 23 August, given to all Parish Councillors was noted as were the late additions received including the Norfolk Link Magazine and a Pocket Fact Guide from the Norfolk Police Authority.

DISTRICT, COUNTY AND REGIONAL DOCUMENTS

There were no documents reported under this heading.

LOCALISM BILL AND CONSEQUENCES FOR PARISH COUNCIL RULES

County Councilor spoke on this matter and referred to a meeting some time ago at South Norfolk Council and said that one of the main ideas behind this measure was for volunteers to become involved in work (formerly) not undertaken by parish councils.

In general this is not thought to be a good idea as the vast majority of parishioners who were willing to give their time, F.O.C., were already doing so.

It was felt that it would be best to consider and discuss these proposals further at a later date.

It was also noted that the adoption, revision or withdrawal of the Code of Conduct was envisaged in the future.

COMMUNITY INFRASTRUCTURE LEVY (CIL) – PARISH PLAN/ INFRASTRUCTURE PRIORITIES

The details and implications of this were thought to need more time than was available, for the evening's meeting, and therefore consideration of this new measure was deferred. It was anticipated that the draft proposals would be received by parish councils in the near future.

FINANCIAL

BILLS AND RECEIPTS

On a proposal by Jo Runeckles, which was seconded by Sally Sandford, and agreed the under mentioned invoices were authorised for payment:-

Abate Ltd.-advance payment 17/7-16/10/11for pest control services (101118)	£ 118.80
Mr R Sinclair-refund of official telephone 811432 14/7-13/10/11 (101119)	£ 49.06
Mr R Sinclair-refund official B/B-25/7-24/9/11 (101120)	£ 18.98
CGM Norwich-VPF maintenance – July 2011 (101115)	£ 199.80
CGM Norwich-VPF top goalmouth renovation early August 2011 (101116)	£ 134.40
Mazars-Audit of A/Cs for 2010/2011(101122)	£ 342.00
CGM Norwich-VPF maintenance – August 2011 (101121)	£ 199.80
Yeoman-new front doors/HL windows to VH (101123)	£ 6,111.60

Since the previous Parish Council meeting just one receipt had been received, this being the LM Community Trust contribution of £4,000 towards the cost of the new doors and windows at the Village Hall.

MONITORING REPORT

It was reported, by Chris Starr, that he had found that all financial transactions were in order following the latest monitoring check.

ANNUAL AUDIT OF PARISH COUNCIL ACCOUNTS

The Clerk confirmed that Mazars had concluded the annual external audit review and found that the Parish Council information contained in the annual return was in accordance with the Audit Commission's requirements and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

In consequence the Clerk confirmed he would display the Notice of Conclusion of the Audit and Right to Inspect the Annual Return (for the year ended 31/3/11) on the local noticeboard for the required period of at least 14 days.

DATE OF NEXT PARISH COUNCIL MEETING

The date of the next Parish Council meeting was confirmed as Tuesday 18 October 2011, beginning at 7.30 pm in the Village Hall.

There being no further business the meeting closed at 9.50 pm.

Chair.....

Date.....