

LITTLE MELTON PARISH COUNCIL MEETING
at the VILLAGE HALL, MILL ROAD, LITTLE MELTON
TUESDAY 12 JUNE 2012

PRESENT

Chris Starr (Chair), Tony Berry, Wendy Gilyead, Harold Kerlake, Jan Kitchener and Jo Runeckles.

Also present were District Councillors, Dr Christopher Kemp and Garry Wheatley.

APOLOGIES

Apologies were received from John Heaser (away in Wales) and County Councillor Judith Virgo.

DECLARATIONS OF INTEREST

The Chair asked if any members wished to declare an interest in any item/items on the agenda. Wendy Gilyead, Jan Kitchener and Chris Starr declared their interest in item 5.1.1 – the planning application (2012/0720) submitted by Mrs Mary Brake.

MINUTES

The minutes of the Annual Parish Council meeting held on 8 May 2012 were – on a proposal by Tony Berry, which was seconded by Wendy Gilyead - 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

There were no matters raised under this item.

PLANNING

PLANNING COUNCIL RECOMMENDATION REQUIRED

The Clerk drew attention to PA (2012/0976) received since the agenda was issued, submitted by Mr C Morgan of 11 Ringwood Close proposing the removal of lounge front facing window and replace with bay window. Build a 900 high brick insulated cavity wall. Install white UPVC energy rated frames and insulated tiled roof.

The Clerk said that he had formally notified the immediate neighbours of this proposal and requested that if they had any views or comments the Parish Council be notified in advance of this PC meeting. No views or comments had been received.

The Parish Council agreed that the response to SNC should be “no views or comments”.

PARISH COUNCIL RECOMMENDATION UPDATE

2012/0720 – Mrs Mary Brake, 3 Post Office road, Frettenham, proposing single storey 2 bedroom dwelling on land to the rear (south/east) of 5 the Close.

The PC recommendation of 16 May to SNC was confirmed as being “subject to providing assurance in respect of 7 issues, the Parish Council does not object to the application on planning grounds”.

2012/0842 – Norwich Research Park (NRP) proposing request for a Formal EIA (Environmental Impact Assessment) Scoping Opinion for the provision of New Research and Development Facilities, Offices and Ancillary Uses with associated Car Parking, Access Roads and Landscaping at NRP South, Colney, Norwich, NR4 7UH.

It was confirmed that the PC had responded to SNC that “it is happy with the scope of the document but made comments on (a) the resultant traffic implications for LM, (b) concerns on the provision of safe cycle paths, and (c) noted the points, raised by Colney Parish Meeting, about the type of businesses that will use the new facilities”.

It was noted that Jane Lewin, an interested local resident, would be attending (as a PC delegate) a presentation event, about the NRP Masterplan on Wednesday 13 June evening at the Innovation Centre at NRP.

2011/1804 - Hethersett Land Ltd & Landowners proposed residential mixed use development of 1196 dwellings etc on land north of Hethersett Village Centre, including extension to Thickthorn Park & Ride.

As far as is known this application had yet to be determined.

RESULT

2012/0500 – Norwich Research Park (NRP) proposing Scoping Opinion for new offices and

ancillary uses with associated parking, access roads, landscaping and cycle parking at Norwich Research Park North, Colney Lane, Colney, Norwich.

The result had been that the Scoping Opinion was acceptable to SNC, and therefore this proposal would now proceed to the next stage in the process.

The precise wording of the SNC result had been EIA (Environment Impact Assessment) Required – Delegated – 25/04/12.

Also noted was the recent telephone call made to the Clerk by Sheila Preston, who was enquiring on behalf of her daughter (Alex Mabbutt) who lives at 13 School Lane. This concerned the distance between the extension building works currently being undertaken at 15 School Lane and the 13 School Lane property.

The Clerk said that this related to planning permission, for 15 School Lane, obtained in October 2007, via a revised application. The initial proposal – submitted in the name of Mr A Parrott - had been refused partly because of its proximity to the (western) boundary, and therefore No 13. The Clerk added that Sheila Preston had not come back to him about this issue.

GNDP - HOUSING DEVELOPMENT PROPOSED TO THE NORTH OF HETHERSETT

District Councillor Garry Wheatley reported that on Monday 21 June, SNC Cabinet had approved their Officer 's recommendation to preserve the gap between Hethersett and Little Melton. However one consequence of this decision was that the new anticipated road to be built from the western part of 950a across Burnthouse Lane and joining Colney Lane (Hethersett) would not now go ahead!

It was pointed out that this omission would have extremely detrimental effects for Little Melton as our village would be swamped by traffic from the very substantial Hethersett North residential etc development to the west of Burnthouse Lane.

In addition such an omission would also mean the omission of a safe cycling pathway!

LDF – SITES SUGGESTED FOR DEVELOPMENT IN LITTLE MELTON

It was noted that a report in the EDP of 1st June showed Little Melton as being proposed for 50 new properties. Whether this figure included some of the housing from the “floating” 1,800 homes originally intended to be located at Mangreen was not known, by the District Councillors. District Councillor Garry Wheatley said he would endeavor to provide the Parish Council with some detail on how the decisions concerning our village were made.

It was confirmed that SNC still categorised Little Melton as a Service Village, close to Norwich, and therefore under LDF should be suitable for 15 – 20 new properties.

In addition – at this stage in the process – it has not been made public precisely where these 50 new houses are to be located, although it is understood that sites 619a, 619b, 1080 and 101 appear to have been allocated.

Apparently this information will be made known when the eight week public consultation begins in September.

It was noted that a SNC Consultation event – in LM Village Hall – will be held on Tuesday 2 October from 3 – 7 pm.

The point was made that the PC definitely did not want both site 619a and site 1072 to be developed.

As Elm Farm (1072) includes a listed building this would make any proposals for that site more complicated, it was said.

Another factor to bear in mind was that SNC had less than a 5 year supply/stock of planning permissions/allocations and this would mean that there could be a year or more of a “free for all” for developers to obtain planning permissions – in addition to the GNDP process!

It was also said that effectively SNC has to have a six year supply of planning permissions, due to its poor record on this issue.

District Councillor Christopher Kemp added that SNC have produced a Design Guide (given to developers) under which the District Council can decide the density etc of developments and made the point that SNC can therefore refuse planning applications, on these factors, more easily.

Dr Christopher Kemp further made the point that if the whole process included a judicial review it could mean that it will be the summer/autumn of 2013 before any work commences on site.

Finally Dr Kemp said that he was now a member of a new SNC committee – the Development

Management Committee – and that if he should not be in attendance at any meetings Garry Wheatley was his substitute member.

COMMUNITY INFRASTRUCTURE LEVY REGULATIONS 2010 (AS AMENDED) – CONSULTATION

It was reported that there was nothing further to report.

PARISH AMENITIES

FOOTBALL PITCH

In paying the pitch hire charge - youth match on 22 April – HAFC had thanked the PC for its help over the past season and asked what were the plans for the top goalmouth during this summer? The Clerk reported that he had made some enquiries – with regard to re-seeding - and ascertained that it was best (after preparation) to sow dwarf rye grass (as this was tougher wearing) and then apply a nitrogen feed, cover and regularly water etc. The Clerk's enquiries had established that the option of laying a mix of natural and artificial turf (as used on top professional pitches) was exorbitantly expensive and out of the question for the PC.

It was agreed to await the outcome of the Clerk's response, from Aitkens, and then make a decision.

PITCH CHARGES FOR SEASON 2012/2013

A short discussion took place and concluding it was agreed, on a proposal by Jo Runeckles and seconded by Wendy Gilyead, that an approximate increase of 3% was warranted and therefore the charges would be increased to £25.00 for adult matches and £16.50 for youth matches.

PLAY EQUIPMENT MAINTENANCE

Jan Kitchener reported that (a) the old springie was in need of repainting and, (b) there was a loose slat of wood that needed fixing down properly.

It was agreed that the Clerk would ask John Symonds to undertake this remedial work.

VPF MAINTENANCE CONTRACT 2012 – 2014

It was mentioned by the Clerk that he had yet to receive from CGM, an amended contract, despite his emails requesting an early response. In consequence the Clerk would now ring CGM in an attempt to try and speed things up.

It was confirmed that maintenance was continuing.

PROPOSED NEW ALLOTMENT PROVISION

Nothing further was reported other than it being confirmed that the new vehicular entrance would be slightly further to the west.

SECTION 106 MONEY – RECEIPT/USE

The exact cost of the VAS (contribution) was still awaited, and until this was determined no decision can be made on potential use of any balance of funding.

VILLAGE HALL RESPONSIBILITIES

There was nothing further reported.

DOG WASTE BINS

Recently increased incorrect use of the 3 general waste bins on the VPF has been noticed. The Clerk had therefore produced some laminated notices for John Symonds to display close to the general waste bins and a request would be included in the July edition of the PC Newsletter for dog owners/walkers to deposit bagged dog mess in the close by Dog Waste Bin just outside the south/east corner of the VPF.

HIGHWAYS

PROPOSED CYCLE PATH LINK FROM LITTLE MELTON TO HETHERSETT

John Heaser was understood to be pursuing this potential provision and would no doubt be taking into account the latest information which appeared (large development for the north of Hethersett) to exclude the new road across Burnthouse Lane. If this new road was not provided the envisaged dedicated cycle route would presumably be at risk.

REPORTING OF MAINTENANCE MATTERS

The Clerk confirmed the reporting of a number of matters to Norfolk County Council on 24 May, and the reporting, via email, to NCC of the still missing finger direction signposts at the Rectory lane/Great Melton Road junction.

HGVs/COMMERCIAL VEHICLE TRAFFIC

Pending the results of the soon to be undertaken local survey – organised by Chris Starr – there

was nothing further to be reported at this time.

COMPLIMENTARY SAMS PROJECT – PILOT SCHEME

There was nothing further to report on this matter.

PROPOSED 20 MPH SPEED LIMIT

There was nothing further to report on this issue.

HIGHWAY IMPROVEMENTS – ANNUAL WISH LIST TO NCC (FUNDING IMPLICATIONS)

The Clerk said that he had received no further communication on this provision but reported that the project was being dealt with by the Programme Management Team at County Hall.

OVERGROWN HEDGING

There was nothing further to report under this matter other than it being noted that a reminder would be included in the July edition of the PC Newsletter to ask all parishioners – where hedging obstructed the public highway – to remove the offending growth.

BIKERS IN AND AROUND HETHERSETT PITS

The Clerk reported the receipt of a letter, dated 28 May, from Mervyn Bibb on behalf of all the residents of Church Farm Barns and Mary and David Bolton of The Grange relating to unacceptable noise, improper use of private and public land etc when bikers are in the pits area. It was noted that these pits are in the parish of Hethersett and that a meeting – with representatives from Hethersett PC, Great Melton PC, SNC, Great Melton Farms and the Police in attendance - is being held at SNC, Long Stratton, on Tuesday 19 June at 2.00 pm. to seek to resolve the problems.

It was noted that LMPC had not received an invitation and that similar problems had occurred roughly three years ago.

TRAFFIC CENSUS

Chris Starr, as organiser, highlighted the 12 hour traffic census that – with the aid of several local volunteers – would be undertaken at both ends of the village on Thursday 21 June.

VILLAGE INN PUB/RESTAURANT – ACCESS/EGRESS

The response from NCC Highways of 21 May was confirmed. This said that as the absent signage (In and Out) was on private property this is a matter to be resolved between the PC and the local school and the owners of the property. The response added that “unfortunately it is neither practicable or possible to erect car park signage on the public highway”.

CLERK’S CORRESPONDENCE

The Clerk of the Council’s schedule of correspondence, as at 6 June, plus late additions, given to all Parish Councillors, was noted.

DISTRICT, COUNCIL AND REGIONAL DOCUMENTS

There were no documents reported under this heading.

LOCALISM BILL AND CONSEQUENCES FOR PARISH COUNCIL

There was nothing further to report at this stage.

NEW CODE OF CONDUCT – ADOPTION

The Parish Council appreciated that it was required to adopt a new Code of Conduct by 1 July and, after considering the three options, unanimously agreed on a proposal by Harold Kerslake which was seconded by Jo Runeckles, to adopt the new Members Code of Conduct that SNC adopted on 21 May 2012. It was noted that LMPC’s adoption of this version will help provide consistency and assist compliance and the investigation of complaints made regarding possible breaches.

FINANCIAL

BILLS AND RECEIPTS

On a proposal by Harold Kerslake, which was seconded by Tony Berry, the following invoices were authorised for payment:-

Mr R Sinclair – refund 50% B/B 25/5 – 24/6/12 (101175)	£ 9.49
CGM Norwich – VPF maintenance for May 2012 (101176)	£221.80
Premier Book Keeping Services (101177)	£ 50.00

Just one receipt was confirmed – for £2,254.29 from HM Revenue and Customs – this being the successful claiming of VAT paid for the period 1 April 2011 to 31 March 2012.

MONITORING REPORT

Chris Starr said that all financial transactions had been found to be in order for the latest

monitoring check he had undertaken.

INTERNAL VERIFICATION

Chris Starr further reported the successful undertaking (with the Clerk) of the I.V. for the period mid-December 2011 to mid-March 2012, i.e. found all transactions to be satisfactory. In addition it was further agreed that the future internal verifications would be undertaken by Wendy Gilyead, with the assistance of the Clerk.

AUDIT OF PARISH COUNCIL A/CS – 2001/2012

The Clerk referred to the ongoing process of completing the Annual Audit.

It was noted that the Parish Council must (a) approve this annual return no later than 30 June 2012, (b) agree and sign up to the nine question Annual Governance Statement, and (c) ensure the return of the completed and signed six page form, to Mazars, by 4 July.

The Parish Council agreed to all the above and therefore Chris Starr, as Chair for the evening’s meeting, duly signed and dated the Audit form as required.

The Clerk added that he would ensure the return of the completed form to Mazars within the next two weeks.

Also noted was the letter of 10 May, from the Audit Commission regarding consultation on the re-appointment of the PC’s current (external) auditor – Mazars LLP – to audit the annual return of LMPC for the five years from 2012/2013. Any reason why the Audit Commission should not appoint Mazars LLP must be made known to the Audit Commission by Friday 29 June.

On a proposal by Wendy Gilyead, which was seconded by Tony Berry, it was unanimously agreed that no such action was necessary.

NEIGHBOURHOOD DEVELOPMENT PLAN

It was mentioned that for the present there was nothing further to report.

DATE OF NEXT PARISH COUNCIL MEETING

The date of the next Parish Council meeting was confirmed as being 17 July beginning at 7.30pm in the Village Hall.

There being no further business the meeting concluded at 9.40 pm.

Chair.....

Date.....