

LITTLE MELTON PARISH COUNCIL MEETING
at LITTLE MELTON PRIMARY SCHOOL
on TUESDAY 14 JANUARY 2014 at 7.30 pm.

PRESENT

John Heaser (Chair), Tony Berry, Paul Canning, Wendy Gilyead, Harold Kerlake, and Kevin Ward. In addition County Councillor Judith Virgo was present as were District Councillors Christopher Kemp and Garry Wheatley.

Nine members of the public, including Bernard Ambrose, Tony Hedges, Geoff Paine, John Symonds, Mr & Mrs Scarfe, Mr & Mrs Stronge and Anne Wilkinson were also present.

APOLOGIES

An apology for absence was received from Jo Runeckles.

DECLARATIONS OF INTEREST

The Chair asked if any members wished to declare an interest in any item/items on the agenda. Wendy Gilyead declared an interest in 5.2.2., Harold Kerlake declared an interest in the Parish Council consideration of the grant towards churchyard maintenance for 2014 and Kevin Ward declared an interest in 5.2.5. and 5.2.6.

MINUTES

The minutes of the Parish Council meeting held on 26 November 2013 were – on a proposal by Kevin Ward, 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

No matters were reported under this item.

PLANNING

PC RECOMMENDATION

2013/1962 Mr M Walmsley proposing garden Room extension to 3 Church Farm Barns, Rectory Lane. The Clerk said that he not received any comments/views from the other Church Barns residents and, in view of this the Parish Council agreed that its response to SNC would be “no views or comments” and instructed the Clerk to reply accordingly.

2013/2289 Mr P Cory, 91 School Lane proposing single storey rear extension to this property. The Clerk reported that he had not received any comments from the immediate neighbours. The Parish Council response to SNC was therefore agreed to be “no views or comments” and requested the Clerk to reply accordingly.

RESULTS

2013/0092 – Mrs J Grady seeking Outline Planning Permission for up to 20 (originally 28) residential units and associated highway works, with all matters reserved, on land south of Ringwood Close. It was confirmed that this application has been approved, with a number of conditions, but the official notification (Approval Notice) from SNC, including details of the conditions, was still awaited.

2013/1813 – Mr Spencer Hood – Non Material Amendment to proposal granted planning permission (2013/0564/H).

This had been refused (Delegated Powers) planning permission, by SNC, on 15 November.

Subsequently SNC had granted approval, with no conditions, to this proposal on 25 November – the official notification of this result being received on 2 December.

2013/0961 Mrs M Brake (Full Application) proposing the erection of a new single storey dwelling on land to the south/east of 5 The Close. Amended application.

Approved, with conditions, by SNC 13.12.13.

2013/1481 Mrs E Smith seeking Full Planning permission for demolition of existing dwelling and erection of replacement dwelling at The Rookery, Watton Road.

Approved with conditions, by SNC, 25.11.13.

2013/0086 Mr I Clark seeking Outline Planning permission, including means of access for residential development (20 dwellings) and ancillary works on land south east of The Gardens, Mill Road.

Approved, with 20 conditions, by SNC 8.1.14.

2012/1836 Timewell Properties Ltd seeking Outline Planning Permission for residential development (20 dwellings) and associated infrastructure works including highway improvement works at the Mill Road/Burnthouse Lane junction – on land north of Gibbs Close.

Approved, with 20 conditions, by SNC 8.1.14.

A lengthy debate ensued as to why PAs 2013/0086 and 2012/1836 had been approved by SNC. The Chair, John Heaser, reported that he had presented the views of the villagers to the District Council Development Management Committee, and he explained to the PC that a Planning Inspector has ruled that all areas within the Norwich Policy Area have to meet an overall 5 year housing supply for the NPA. SNC are using figures published in March 2013 for the NPA and as these do not demonstrate a 5 year supply, the current village development boundary is set aside, leaving little grounds on which to object to these developments.

District Councillor Garry Wheatley said that SNC did not have a 5 year supply of land across its entire area but within the Norwich part of the GNDP area it does!

District Councillor Christopher Kemp made the point that the 5 year land supply was a deliverable supply of building land and that it was important to understand the distinction between control and regulation.

It was again stated that the definition of a 5 year supply was less than clear and that SNC, apparently had been advised to use the Liverpool method!

In addition it had to be appreciated, that the additional 1,800 new houses that had to be spread throughout SN had still yet to be allocated.

John Heaser mentioned that he understood the owners of 619b might now put in for planning permission and possibly others might do so.

It was also mentioned that Little Melton had fulfilled three of the seven criteria necessary to be defined as a Service Village by SNC.

John Heaser asked Garry Wheatley when the GNDP was going to be adopted and was informed this should occur in July 2014.

Discussion then turned to the question of the capacity of the proposed mini-roundabout but information in this respect seemed to be sadly lacking.

Christopher Kemp added that the Traffic Management Order meant that the highway improvements had to be implemented in advance of the development.

Turning to drainage issues John Heaser said that he would try and present as much information as possible – to the Annual Parish Meeting on 11 March - relating to the proposals and action to be taken in respect of the two PAs which had just been approved by SNC.

The long term maintenance was an implication that needed to be precisely determined and defined responsibilities clearly allocated.

Christopher Kemp spoke briefly about the C.I.L. provisions which will be applicable from 1 April 2014, and said that the Parish Council will get in the order of 5% of this money.

It was also noted that Norfolk County Council would be taking over, from 1 April 2014, some (extra) responsibilities for drainage.

Finally the Parish Council, and the District Councillors, agreed that Kevin Ward – in his capacity as a parishioner had, on Wednesday 8 January, made an excellent presentation to SNC Development Management Committee especially in respect of the highway implications arising from the County Council's proposed improvements at the crossroads and along Mill Road (sadly to little avail as yet). It was unanimously agreed that this much researched and impressively presented work – on behalf of the parish - be formally recorded with a vote of thanks.

Kevin added that this may not be the finish of his pursuing of the highways issues as he intended to seek further information and answers through the Freedom of Information Act.

Following this item five members of the public left the meeting.

GNDP - HOUSING DEVELOPMENT PROPOSED TO THE NORTH OF HETHERSETT LDF – SITES SUGGESTED FOR DEVELOPMENT IN LITTLE MELTON C.I.L. REGULATIONS 2010 (AS AMENDED) – CONSULTATION

There was nothing further reported under any of these three items.

PARISH AMENITIES

FOOTBALL PITCH

The HAFC fixtures for January were noted.

PLAY EQUIPMENT MAINTENANCE – ANNUAL SAFETY INSPECTION REPORT

With reference to the 2013 inspection that had recently been undertaken by The Play Inspection Company, followed by a full report, this was noted to be overall a good report with only low risk remedial action required such as bolt head covers and the filling of some small gaps between some of the safety tiling etc.

The Chair asked if a Parish Councillor would be willing to take on responsibility for the implementation of the recommendations contained in the report and Paul Canning agreed to take on this role. The

Chair said he would email the report to Paul.

The Clerk also drew attention to the Play Inspection Company response (5 December) to his email of 4 December which stated that signage (for the young children's play equipment area) was recommended. In addition it was noted that the provision of signage does not offer any protection in a legal scenario. The standards are only recommendations and compliance is not a legal requirement however they would be referred to as an example of best practice.

VILLAGE PLAYING FIELD – DOG FOULING

The Clerk of the Council confirmed the email from SNC, dated 6 December – in response to the Parish Council's email of 4 December enquiring about the acceptability of the PCs proposed dog waste bins on the VPF, and their locations (one new and one re-located). Unfortunately SNC is not entirely happy with the new DWB because the model near the S/E corner would be locked. In consequence it was necessary to give this matter further consideration.

SECTION 106 MONEY

The determination of what balance remained was still to be resolved and, until any financial implications arising from the provision of the defibrillator were known, no further action on this item would be undertaken..

VILLAGE HALL RESPONSIBILITIES

It was reported that there was no action to note under this item.

DEFIBRILLATOR

John Heaser confirmed that his wife, Rebecca, was to read all the defibrillator documentation with a view to ascertaining any maintenance issues/implications, including outstanding questions to be raised with the school about servicing costs in the event of the equipment being used.

SUGGESTED BARRIER TO VILLAGE HALL/VILLAGE PLAYING FIELD CAR PARK

A lot of consideration of this suggestion/proposal had occurred since the last Parish Council meeting and there were quite a few implications to be taken into account – if there was to be any provision. The latest enquiry was (again) to CGM to seek their opinion as to whether the height of the grass bank (just off the edge of the car park) could be raised along its approximately 30 metre length.

The response, from CGM, was awaited.

The proposal included a short openable barrier near the edge of the car park, approximately level with the N/E corner of the football pitch – so that CGM maintenance equipment/machinery, and ambulances, could access the football pitch and, the introduction of a bollard to the north of the mature tree near the tennis court.

It was noted that the barriers outside Bawburgh Village Hall were to one side of the VH and included locks.

John Heaser asked the District Councillors and the County Councillor what was their opinion of the proposed measures and, after considerable discussion and debate, it was thought it was questionable whether the possible so called solutions would be significantly beneficial in terms of security, cost and practicability.

Costs, in addition to that of purchase and erection, would include insurance and maintenance and the potential meeting of claims for accidental damage to vehicles.

The Chair said he had spoken to the Chair of Bawburgh PC and been informed that travellers had passed through the lockable bollards and high level barrier when these had been opened for an event at the VH and the travellers had resisted attempts to stop them.

The Chair referred to the email of 13 January that he had received from Richard Smith (Little Melton Community Trust) which reported that, at a recent meeting of the Community Trust, concern had been expressed by members about the potential occupation of the VH area and the consequences of such an event. Several members of the CT had expressed the opinion that a high barrier at the car park entrance would be the best solution.

In addition Richard Smith had mentioned that there was currently no Parish Councillor trustees – two were set out in the Trust Deed.

The response to Richard Smith – it was agreed – should draw attention to several (potential) implications including access for emergency and contractors vehicles, that the barrier would have to be open at certain times such as when VH was in use, the possibility of accidental damage to vehicles due to the area being unlit, the necessity for keys to be always made available etc.

The overall view of the Parish Council was that such proposals would achieve little as it was very likely that determined Travellers – if they wanted to occupy the premises – would do so, whatever measures were put in place.

Concluding John Heaser said he would respond to Richard Smith's email of 13 January.

HIGHWAYS

PROPOSED CYCLE PATH LINK

Nothing further was reported under this item.

REPORTING OF MAINTENANCE MATTERS

The Clerk confirmed the continued reporting of a number of defects/maintenance issues.

Recently he said he had reported three potholes along Rectory Lane and that there were now two finger direction signs missing at the Great Melton Road/Rectory Lane junction – one having been missing, and reported as such, numerous times!

It was also noted that that the overgrown hedging and brambles etc along both sides of the upper part of Green Lane remained not cut back despite several requests for remedial action to be undertaken.

HGVs/COMMERCIAL TRAFFIC

Nothing further was reported under this particular heading.

COMPLIMENTARY SAMS PROJECT

Harold Kerslake confirmed his email of 6 January to Parish Councillors etc. which summarized the results of the 9 hours of work, undertaken by volunteers, during November.

As mentioned in Harold's email these exercises have, at least, two beneficial effects (1) a traffic calming effect (is the immediate benefit) and, (2) an important secondary benefit is the existence of road traffic data when dealing with planning applications etc.

Concluding Harold noted that the Parish Council – had at its previous meeting – asked for this valuable work to continue, and said that he would endeavor to ensure that this occurred - approximately every two months..

PROPOSED 20 MPH SPEED LIMIT

It was confirmed that a 20 mph speed limit, along Mill Road, was a condition of the approval for the planning applications at Gibbs Close and The Gardens.

SMALL LOCAL HIGHWAY IMPROVEMENT BIDS FOR 2014/2015

The Clerk said that there was nothing further to report from NCC regarding whether Little Melton's VAS2 bid is to be considered for inclusion in the forthcoming financial year's Parish Partnership Programme or possibly, as a late inclusion, in the capital programme for 2013/2014.

TRAFFIC MANAGEMENT PROGRAMME 2013/2014 – B1108 WATTON ROAD, LITTLE MELTON.

LOCAL SAFETY SCHEME

It was reported that - since the Parish Council meeting on 26 November – email correspondence between the Chair and Norfolk County Council had continued but, regrettably, the Parish Council's suggestions re the speed limits along certain sections of the B1108 had (largely) not been agreed.

OVERGROWN HEDGING

Nothing further was reported under this item.

FLOODING IN MILL ROAD

Concerns remained and especially in view of the consequences which will arise from the two recently approved (Outline) planning applications, which will, together with the already approved (Outline) planning permission for 20 new properties to the south of Ringwood Close, mean that a minimum of 60 new properties would be built in the near future – all to be accessed from Mill Road.

It was noted that NCC and SNC do not consider that the additional drainage from these new properties (buildings and associated hardstanding and roads etc.) will cause any additional – additional to existing – surface water drainage problems for the community, especially along Mill Road!

A condition of the Mill Road PA is that SNC consult further on drainage matters: the PC will make representations to that process.

GRITTING ROUTES

The receipt of a recent letter, from the NCC Interim Director of Environment ,Transport and Development, Tom McCabe, regarding the Norfolk Gritting Routes was confirmed.

CLERK'S CORRESPONDENCE

The Clerk of the Council's schedule of correspondence, as at 9 January, as given to all Parish Councillors, was confirmed.

It was noted that since the on-line reporting of the fly tipping of rubbish on Green lane to NCC, Harold Kerslake – as a parishioner - had kindly removed all the rubbish. The Parish Council was most thankful for this prompt voluntary work by Harold.

DISTRICT, COUNCIL AND REGIONAL DOCUMENTS

The Clerk referred to the receipt, on 13 January, of one document – this being the JCS – Norwich Policy Area Local Plan – Notice of Adoption on 10.1.14.

FINANCIAL

BILLS

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

HM Revenue & Customs – Income Tax on Clerk’s salary 1/10-31/12/13 (101282)	£ 344.67
Mr R Sinclair – Clerk’s salary 1/10 – 31/12/13 (101283)	£1,378.67
Mr R Sinclair – Refund (official) 50% B/B 25/12/13 – 24/1/14 (101284)	£ 9.49
Heaser Business Consulting – 2 x Epson multi pack printer cartridges (101285)	£ 60.80
Little Melton Village Shop – January Newsletter printing – 425 copies (101286)	£ 21.25
Mr R Sinclair – Refund (1&1Internet Ltd) Internet Domain & Webspace 31/12/13-31/12/14 (101287)	£ 44.93
Mr R Sinclair – Expenses – printer cartridge - 1/10-31/12/13 (101288)	£ 5.50

The Clerk also reported two receipts :-

Mr R Sinclair – 50% (private) refund of cost, multi pack printer cartridges in the sum of £30.40.

HAFC – 2 adult & 2 youth football matches – November 2013 – amounting to £85.00.

INTERNAL VERIFICATION

It was noted that on 27 November Wendy Gilyead had successfully undertaken (with the Clerk) the I.V. for the period mid- June to mid-September 2013.

MONITORING REPORT.

No further information was reported on this item.

GRAVEYARD MAINTENANCE 2014

On a proposal by Kevin Ward, which was seconded by Paul Canning, it was agreed that the annual grant, from the Parish Council to the Parochial Church Council for Graveyard maintenance for 2014 would be £1,450.

PARISH PRECEPT 2014/2015

Following on from discussion at the Parish Council meeting in November and subsequent emails, especially the email of 30 December from the Chair to all Parish Councillors, it was thought that the precept bid – for the financial year 2014/2015 - should remain as for the current year.

In consequence, on a proposal by Wendy Gilyead, which was seconded by Paul Canning, it was unanimously agreed that the Parish Council Precept bid (to SNC) for 2014/2015 would be £20,576.

This represents a percentage increase, per Band D property, of just 1.1%.

It was also noted that the figure of £20,576 included a grant of £1,053 from the District Council, which meant that the Parish Precept was actually £19,523.

PARISH COUNCIL INSURANCE

The Clerk referred to his email of 2 January, to three other Parish Councils of a similar population, number of dwellings and number of councillors etc., which sought comparative information of Parish Council insurance premiums.

The responses from Earsham, Framingham Earl and Talcolneston Parish Councils had produced figures that indicated Little Melton’s annual premium was very little different, in cost terms, bearing in mind the particular liabilities of each PC.

HETHERSETT & DISTRICT NURSING ASSOCIATION – LM REPRESENTATIVE

The Clerk confirmed that Allen Bennett (9 School Lane) had now informed the Parish Council that his new term of office as a trustee – had commenced on 15 October. So this 5 year term of office would run until 14 October 2018.

HETHERSETT & MELTONS SPORTS ASSOCIATION

Nothing further was reported under this item.

NEIGHBOURHOOD DEVELOPMENT PLAN

Nothing further was reported under this item.

DATE OF NEXT PARISH COUNCIL MEETING

The date of the next Parish Council meeting was confirmed as being Tuesday 11 February 2014 beginning at 7.30pm in Little Melton Primary School.

In addition the date of the Annual Parish Meeting was confirmed as being 11 March 2014 – this annual meeting for all parishioners is to be held in the local Primary School, commencing at 7.30 pm.

There being no further business the meeting closed at 9.00 pm.

Chair.....

Date.....