

MINUTES OF THE PARISH COUNCIL MEETING OF SWANTON ABBOTT HELD
ON 10th. SEPTEMBER 2019 at 7.00p.m. IN THE VILLAGE HALL,
SWANTON ABBOTT

PRESENT –Cllrs. Haden (Chair), C. Belsham, A. Brown, R. Gee, S. Taylor & M. Vaughan, the Clerk, G. Kimmerling, & 15 members of the public.

Open session for members of the public to speak.

Members of the public were invited to speak.

Work has been carried out running fibre cable along Long Common Road to a box on The Hill. This provides superfast Broadband to The Hill but doesn't help LCR. Cllr. Gee said most properties in The Hill now have fibre connected as it was relatively easy to do. Some properties in The Aylsham Road also have problems. There will be more money for rural areas to connect to super-fast Broadband.

There was concern that the Extraordinary Parish Council Meeting on Sept. 24th.to discuss the proposed development plans, only allows two days before the NNDC cut-off point. Cllr. Haden said people could send their views to NNDC at any time. The Parish Council is investigating many concerns and will post comments on the web-site when available. It was agreed to have a further open session at the end of the meeting for more questions and comments.

There is a Macmillan Coffee Morning on September 27th, in the Village Hall from 8.30a.m. to 12.30a.m. and all are welcome.

| | AGENDA | <i>Action</i> |
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| 19.38 | <p>a. <u>APOLOGIES FOR ABSENCE</u> Cllr. Talbot – away; NNDC Cllr. Penfold – a NNDC Meeting.</p> <p>b. <u>DECLARATION OF INTEREST IN ITEMS ON THE AGENDA.</u> None.</p> <p>c. <u>TO CONSIDER AND APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON JULY 9th. 2019</u> Resolution. Proposed by Cllr. Gee, seconded by Cllr. Belsham & agreed by the Parish Council to accept the Minutes of the meeting held on July 9th. as a true record. These were signed by the Chairman.</p> | |
| 19.39 | <p><u>CLERK'S REPORT AND UPDATE ON ITEMS FROM THE MINUTES</u></p> <p>a. Scottow Parish Council wishes to keep the grit bin in Scottow Row. There will be an Agenda item for the November meeting to consider purchasing a bin for The Hill. All other items will be covered by the Agenda.</p> | |
| 19.40 | <p><u>NORFOLK COUNTY COUNCIL REPORT.</u> NCC Cllr. Timewell was not present to give a report.</p> <p><u>NORTH NORFOLK DISTRICT COUNCIL REPORT.</u> NNDC Cllr. Penfold had sent his apologies.</p> | |
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19.41

FINANCES

- a) To consider current financial position. The Clerk had produced up-to-date accounts. £239.84 was due from re-cycling and £242.51 from reclaimed VAT.
- b) To consider and resolve whether to approve outstanding invoices for payment.

Resolution. Proposed by Cllr. Belsham, seconded by Cllr. Haden and approved by the Parish Council to pay the following invoices. The following cheque no. 100979 dated 03/08/2019, signed by Cllrs. Belsham & Gee, payable to M R Vaughan for £92.04 (VAT £15.34) for post for Play Park had been paid before the meeting. Chq. No. 100980 was cancelled.

The following payments were authorised to be paid on-line.

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| G Kimmerling | Clerk's salary | £256.70 |
| G Kimmerling | Clerk's expenses | £ 17.09 |
| S.A Village Hall | Hire of hall x 2 | £ 20.00 |
| A Brown | Village Plan survey costs repayt. | £175.00 |
| SR Print & Design | Village Directory covers | £ 30.00 |
| | (VAT £5.00) | |

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| C Haden | Parts for play equipment | £ 12.99 |
| C Haden | Chair's allowance ½ year | £ 35.00 |
| M R Vaughan | Paint for seats | £ 25.48 |
| NNDC | Emptying Doggie Bins | £652.80 |
| S.A Village Hall | Village Plan Meetings | £134.00 |

Chq. no. 100981 payable to Macmillan Nurses – S137 payt. from re-cycling For £284.87 was dated 10.09.2019 and signed by Cllrs. Belsham & Gee.

- c) Update on status of online banking facilities.

Cllr. Belsham has not activated her view-only online banking services yet. The Clerk will set up a half-yearly Standing Order to Sam Howlett for £60.00 for her weekly check of the Play Park. Cllr. Haden said she is giving regular reports.

- d) To consider and approve amendments to Standing Orders.

The Clerk had produced amended Standing Orders to cover online banking. The Chair read these out. It was agreed that amounts under £20.00 may be paid without consulting the Parish Council – just authorisation from the Chair or Vice-Chair and that any payments above £1000 must be approved by the whole Council.

Resolution. Proposed by Cllr. Belsham, seconded by Cllr. Brown and approved by the Parish Council to accept the amendments to the Standing Orders.

- e) To consider a course for the Clerk on Charitable Trusts.

There is a course on November 5th at Wereham Village Hall, cost £40.00 on Charitable Trusts. The land at the Play Park is held in Trust by the Parish Council.

Resolution. Proposed by Cllr. Taylor, seconded by Cllr. Brown & agreed by the Parish Council that the Clerk should attend this course.

The Clerk had looked into courses for the Councillors but they are all full at present.

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| 19.42 | <p>PLANNING</p> <p>a.) <u>To consider any planning applications received.</u> PF/19/0858 Glebe Cottage, Long Common Lane Erection of detached garage/cart lodge PF/19/ 1205 Janipy House, The Street Demolition of single storey rear and side extensions and erection of two storey rear extension PF/19/1240 Woodsend Cottage, Aylsham Road Two storey rear extension The Parish Council had approved of these three planning applications before the meeting.</p> <p>b.) <u>To notify of any planning decisions by NNDC</u> - None. c.) <u>To consider any other planning issues</u> - None d.) <u>Heritage Development Update.</u></p> <p>Cllr. Haden said there would be an Extraordinary Parish Council meeting on September 24th. from 6.15 to 7.30p.m. This allows time for everyone to discuss the plans and for the Parish Council to do fact-finding before the meeting. On the night, there will be 1 hour for public debate – 3 minutes per person – then 15 minutes for the Parish Council to discuss and vote on the Planning application by a show of hands. Cllr. Haden appreciated that not everyone could attend and was looking into the possibility of live-streaming. He stressed that the Parish Council is scrutinising the plans very carefully and thanked everyone for sending in their views. He has contacted NNDC on various points including the fact the Parish Council has not approved a new village hall to date. He will e-mail Heritage Developments with 20+ questions and has had informal meetings with the councillors and NNDC Cllr. Penfold. NNDC Cllr. Penfold is arranging a meeting with key people in Planning to understand NNDC’s position on new developments. Cllr. Haden appreciates that there are significant concerns re drainage, traffic etc. It was agreed that a meeting with Anglian Water would be useful – the Clerk to arrange. He will send on comments to NNDC in response to the questions for Heritage Developments.</p> <p>The Village Hall Committee are looking into the possibility of a plot of land behind the hall being gifted to the village. He wanted to clear up several ‘fake news’ items:- An article in the EDP on 6th Sept. stated that the village hall would be handed over to the Parish Council – Not true. Mr. Alexander has not expressed an opinion about affordable housing on the field. The Clerk has not written to NNDC Planning either in support of or against the application. No Councillor has expressed an interest in purchasing one of the proposed new properties.</p> | Clerk |
| 19.43 | <p>HIGHWAYS AND DRAINAGE ISSUES</p> <p>a.) <u>Update on meeting with Jon Winnett from Highways.</u> Cllr. Belsham reported on a meeting between Cllrs. Vaughan, Haden and Belsham and Jon Winnett from Highways. They walked around the village to discuss the problems. They gained an insight into what the Highways Rangers do. The potholes have been painted white ready for filling. The Parish Council is registered with NCC website to report Highways problems. Anyone can use this site or report potholes to Cllr. Belsham and Footpath issues to Cllr. Talbot. Highways will clear the ditch by the telephone exchange in the Autumn with the resident’s approval.</p> | Page207 |

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| | <p>Cllr. Belsham said it was important to keep pushing the issues with NCC. Cllr. Taylor said she had reported that the 'Slow' signs on the road in The Hill needed repainting 6 months ago and nothing has happened. Cllr. Belsham said that the post in Long Common Lane will be adjusted to enable the SAM2 machine to be attached again.</p> <p>b) <u>Update on 88 and 210 buses.</u></p> <p>Cllr. Belsham had met with Sanders Coaches and the no. 88 school bus has now been re-routed to use the bus stop at the Jolly Farmers. The 210 is under threat as the County Council may remove the funding – it is part-funded at present. Highways have agreed to a hard standing in the Aylsham Road and are waiting for a quote.</p> | | | | | | | | | | | | | | | |
| 19.44 | <p><u>PLAY PARK</u></p> <p>a. <u>Update – Funding – Quote - Usage</u></p> <p>Cllr. Haden said the issues raised in the Inspection Report have been addressed including a new support post for the zip-wire. There is no news on the grant applications at present but new quotes are needed as the original ones are out of date. The mix of equipment may change.</p> <p>The Clean-up day on the Play Park was not well attended despite being well communicated. Only one parent turned up but several other people came along to help. The SAS provided refreshments and Mr. Gilby was thanked for providing the use of the Village Hall for free as he was unable to help on the day. There was a vote of thanks to all who helped. The hedge cuttings were put over the fence at the edge of the Play Park and BGM Services will remove this. A counter has been attached to the gate to monitor usage and it was opened 31 times since the 12th August. Cllr. Brown had also carried out spot checks. The usage will continue to be monitored.</p> <p>b. <u>To consider quotations for lopping overhanging trees.</u></p> <p>The Clerk reported that Mr. Alexander had arranged for some work to be carried out on the large oak tree in his field. He had said it was a healthy tree. Cllr. Vaughan said it was necessary to check this for dead branches. The Clerk read out quotes from three companies:-</p> <p>R Bell UK Ltd.</p> <table border="0"> <tr> <td>1) reduce sides of 2 oaks by 2m and remove wood from site</td> <td>£360</td> </tr> <tr> <td>2) reduce all over “ “ “</td> <td>£540</td> </tr> <tr> <td>3) pollard “ to 2m below wires “</td> <td>£720</td> </tr> <tr> <td>4) reduce overhang of oak by the slide “</td> <td>£180</td> </tr> </table> <p>Bambridge's Tree Services To reduce 2 oaks by 1m below wires & dead wood the other oak £800</p> <p>Tree Hoppers To reduce 2 oaks by 1m below wires, remove side branches and dead wood the other oak £650 +VAT</p> <p>Cllr. Brown said it needed to be 2m below the wires.</p> <p>Resolution. Proposed by Cllr. Brown, seconded by Cllr. Haden and agreed by the Parish Council to accept the quote from Tree Hoppers.</p> <p>c. <u>To consider repeat inspections of the Play Park</u></p> <p>The Clerk read out three quotes:-</p> <table border="0"> <tr> <td>Play Inspection Company – currently used</td> <td>£ 78.00</td> </tr> <tr> <td>ROSPA</td> <td>£232 +VAT</td> </tr> <tr> <td>Lets Play Everywhere</td> <td>£240.00</td> </tr> </table> <p>It was agreed to continue with the Play Inspection Company and to review again next year.</p> | 1) reduce sides of 2 oaks by 2m and remove wood from site | £360 | 2) reduce all over “ “ “ | £540 | 3) pollard “ to 2m below wires “ | £720 | 4) reduce overhang of oak by the slide “ | £180 | Play Inspection Company – currently used | £ 78.00 | ROSPA | £232 +VAT | Lets Play Everywhere | £240.00 | <p>Clerk</p> <p>Clerk</p> |
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| 19.45 | <p><u>COMMUNITY ENGAGEMENT</u></p> <p>a. <u>Update.</u> Cllr. Brown advertised a Swinging 60's night in the Church on Sept. 28th and a Forget-Me-Not Harvest lunch on Oct. 14th. The Swanton Abbott Directory is complete and will be delivered by hand to new-comers to the village. Cllr. Brown will update it as required. She provided a map showing which areas each Councillor will cover.</p> <p>b. <u>To consider ring-fencing £100 for future SAPC events.</u> Resolution. Proposed by Cllr. Haden and seconded by Cllr. Belsham to ring-fence £100 for incidental expenses for future events. This was agreed by Parish Council.</p> <p>c. <u>To consider a Swanton Abbott Clean-Up event</u> i) <u>Update on Village Improvement Tracker and Risk Assessment</u> Cllr. Haden had set up the Village Improvement Tracker which included such items as benches, road signs, bins etc. Much work has already been carried out and Cllr. Vaughan was thanked for his work in painting the benches and cleaning the road signs. Cllr. Haden said there wasn't much litter in the village so he felt a Clean-Up event was not needed. Cllr. Taylor felt few people would turn up anyway. Cllr. Brown said the SAS are planning to plant bulbs in the Autumn and felt this could involve the village. Cllr. Haden suggested she came back to the Parish Council with more details. Cllr. Talbot had purchased a Village Survival Guide booklet from the Princes Trust which contained some good ideas. This will be passed round the Council.</p> | |
| 19.46 | <p><u>COMMUNICATIONS</u></p> <p>a. <u>Broadband and mobile update.</u> Cllr. Gee gave a report. The Government is looking at having access to Gigabit capable infrastructure by fibre to all premises by 2033 but the present Prime Minister says 2025. It will be funded by companies like Openreach with some public funding in rural areas. The County Council will apply for funding from Central Government when it becomes available. Cllr. Gee has written to various organisations re mobile phones but nothing is happening in this area at present.</p> <p>b. <u>To consider upgrade options for the village web-site.</u> Cllr. Haden explained that the Parish Council had inherited the current web-site and he had been maintaining it. It has many shortcomings and it is not easy to add content. There are much better ways to manage a web-site. It could be improved at little cost as some web-site creation applications are free – possibly just £100.00. It could also be opened up to the community at large. It was agreed that Cllr. Haden should look into this for the next meeting in November.</p> <p>c. <u>Newsletter update.</u> Cllr. Belsham said the next newsletter will be at the printers by the end of the week. Volunteers are needed to distribute this. She suggested looking at the costs of producing the newsletter. For example, it doesn't need to be such high quality paper.</p> | |
| 19.47 | <p><u>FOOTPATHS AND GREEN ISSUES</u></p> <p>a. <u>Update</u> Cllr. Talbot had produced a table of footpaths. Any issues can be reported to the NCC portal via the Parish Council. FP3 from the school to the Village Hall needs extensive work; FP7 from Church Lane to The Hill needs work & FP7 has been cut by the farmer. Mr. Alexander has been asked about widening the whole path. Cllr. Talbot will continue to carry out work himself.</p> | <p>Page 209</p> |

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| | <p>b. <u>To consider a Village Survival Guide – First Impressions.</u> Discussed under Community Engagement – item 19.45c i.</p> <p>c. <u>Bottle bank</u> Cllr. Gee said the Parish Council should encourage more usage. All money raised goes to the Macmillan Nurses charity. It gets filled every 4 to 5 weeks. It will be mentioned in the Newsletter.</p> | |
| 19.48 | <p><u>ON-GOING ISSUES.</u></p> <p>a. <u>To report on and resolve, where possible, on-going issues in the Community.</u></p> <p>i. <u>Dog bins-emptying, usage, need more</u> The existing doggie bins are used and emptied regularly. Cllr. Taylor said some people allow their dogs to poo by the bins and do not clear it up. Cllr. Haden said some of the signage is not good. It was felt this did not make a difference to people using the bins. Cllr. Belsham felt the problem had got worse.</p> <p>ii. <u>Village Plan Update.</u> Cllr. Haden said the Village Plan Committee are working through the data entry and aggregation of the reports.</p> | |
| 19.49 | <p><u>CORRESPONDENCE RECEIVED</u></p> <p>a. <u>To report correspondence received.</u> CAN membership. This expires in November. It was agreed that the membership should be continued at £50 per annum. Nexus Fostering posters. Clerks & Councils Direct 125. E-mail from Mr. S. Rogers read out by Cllr. Haden. Mr. Rogers proposed conducting a survey of the road from Long Common Road, via The Hill to the B1150. He needed 5 people for this. Cllr. Haden explained that The Hill here is in Westwick but agreed it was relevant to the development plans. The Clerk will reply to the e-mail. Cllr. Vaughan said a letter of thanks should be sent to Mr. Alexander for cutting back the vegetation at this junction with the B1150.</p> | <p>Clerk</p> <p>Clerk</p> |

The meeting closed at 8.50p.m. The next meeting is September 24th. 2019 at 6.15p.m.

Members of the public were invited to speak.

It was suggested that the Parish Council could purchase a laser printer for the Newsletter. A question was asked about the Parish Council vote on the Planning Application at the next meeting. The public will have 1 hour for discussion, then the Parish Councillors will have 15 minutes to give their views. They will then vote on the Planning Application and the result will be sent to NNDC as usual.

It was pointed out that the Parish Council could vote 'for', 'against' or 'remain neutral' The Councillor who had not taken part in the Village Vote can vote as she doesn't have a personal pecuniary interest in the plans.

It was pointed out that the NNDC policy states that only 10 houses can be build in the countryside so why were the Parish Council bothering with the plans.

Cllr. Haden said the Parish Council is meeting with NNDC for clarification on their policies. One member of the public reported that in a previous village, the villages told Anglia Water that their proposed measures wouldn't work. The development went ahead anyway and the village later flooded.

A previous NNDC Councillor said the application would run its course. The Parish Council is only one of many consultees and they had a duty to respond to the Planning Application. He suggested people sent their views to NNDC. He agreed some of the application is misleading. The NNDC Planning Policy is only a guideline but there needs to be good reason to go against this. They may go against the PC decision but the Parish Council needs to be seen to be doing things properly, especially if the plans go to appeal. The current P C initiatives were welcomed as most items on the Agenda were positive.

Was there a greener alternative to poo bags?