

MINUTES OF THE PARISH COUNCIL MEETING OF SWANTON ABBOT HELD ON  
10<sup>th</sup>. NOVEMBER 2015 at 7p.m. IN THE WESLEYAN CHAPEL,

PRESENT –Cllrs. C. Belsham (chair), S. Taylor, M. Vaughan, R. Gee, G. Williams,  
S. Underwood, the Clerk, G. Kimmerling, & 8 members of the public.

**Open session for members of the public to speak.**

No questions.

**PRESENTATION ON THE DEFIBRILLATOR** by Mr. Richard MacDonald.

Mr. MacDonald explained the difference between a heart attack & sudden cardiac arrest. In both cases it is essential to act quickly. All age groups can be affected – 12 children under 18 die each week in the UK & 100,000 people die each year from cardiac arrest. He showed three videos showing how quickly people can become unconscious. He then explained how the defibrillator works and spoke of the tool kit included in the box. The device self-checks and explains how to deal with any malfunctions. It also explains exactly how to deal with the medical emergency. There was then a practical demonstration on a dummy. When you call 999 the Ambulance Service gives the location of the box and the access code. Mr. MacDonald is willing to visit again to talk to more people and said there is also on-line access to the Cardiac Science academy.

He was thanked for his presentation which everyone agreed had been very useful and had given people confidence to use the defibrillator. He then left the meeting.

**PRESENTATION ON AFFORDABLE HOUSING** by Elaine Ferguson -Housing Development Officer at NNDC.

Swanton Abbott is classified as HO3 which is Exception Housing only –“ affordable housing in the countryside.” Most developments are up to 10 houses only and are approved according to need. There are currently 36 households on the waiting list for Swanton Abbott, Westwick & Scottow – our group. Certain criteria must be met as these properties are only for local people and are provided in perpetuity - i.e. cannot be sold on the open market. There are about 250 properties in affordable housing schemes in Norfolk.

The first step is to identify suitable land in the village which NNDC will visit and decide if it can be used. Secondly, choose a Housing Association who will contact the landowner to see if the land could be purchased for Affordable Housing.

The Local Development Framework is being reviewed so it may change to allow more development in the village in the future.

Ms. Ferguson was thanked for her presentation and it was agreed to identify possible sites in the village. She then left the meeting.

3 members of the public also left the meeting.

	The Parish Council meeting began at 9p.m.	Action
15.54	<p>A. <u>APOLOGIES FOR ABSENCE</u> – PCSO Rob King</p> <p>B. <u>DECLARATION OF INTEREST IN ITEMS ON THE AGENDA</u> Chris Belsham – Agenda item 15.56c.</p> <p>C. <u>TO CONSIDER AND APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON SEPTEMBER 1<sup>st</sup>.</u></p> <p><b>Resolution.</b> Proposed by Cllr. Williams &amp; agreed by the Parish Council to accept the Minutes of the meeting held on September 1<sup>st</sup>. as a true record. These were signed by the Chairman.</p>	

15.55	<p><u>CLERK'S REPORT AND UPDATE ON ITEMS FROM THE MINUTES</u></p> <p>a) The hedge by the bus shelter has been cut by Mr. Shaw &amp; Cllr. Vaughan was thanked for finishing this off near the shelter.</p> <p>b) NGF Play has repaired the zip wire at the Play Park.</p> <p>c) Highways have improved the passing places in Church Road.</p> <p>d) The Clerk attended a course on Registers of Interests &amp; Declarations of Interests in North Walsham on Sept. 17<sup>th</sup>.</p> <p>e) The Clerk read out the <b>Police Report</b> from 1<sup>st</sup> Sept to 10<sup>th</sup> Nov. There were 4 crimes – 1) Theft of a motor vehicle: 2) Common assault &amp; battery: 3) Harassment &amp; 4) Section 5 harassment alarm &amp; distress.</p> <p>There will be no more Street Surgeries as these were very poorly attended.</p>																																																																			
15.56	<p><u>FINANCES</u></p> <p><u>A. To consider the present financial position.</u></p> <p>The Clerk had prepared a financial statement showing up-to-date figures including outstanding invoices. The second half of the Precept &amp; grant has been received. The Clerk has also sent off the form to claim £761.45 for VAT paid to date.</p>																																																																			
	<p><u>B. To consider and resolve whether to approve outstanding invoices for payment.</u></p> <p><b>Resolution.</b> Proposed by Cllr. Belsham &amp; approved by the Parish Council to pay the following invoices.</p> <p>The following two invoices had been paid before the meeting –</p> <p>Chq. No. 100785, dated 12/10/15 payable to Mazars LLP for £120.00 (VAT £20.00) for Audit signed by Cllrs. Belsham &amp; Williams</p> <p>Chq. No. 100786, dated 12/10/15 payable to NGF Play Ltd for £1020.00 (VAT £170.00) for repairs to zip-wire signed by Cllrs. Belsham &amp; Williams.</p> <p>All present cheques dated 10/11/2015 &amp; signed by Cllrs. Belsham &amp; Williams except chq. no. 100791 which was signed by Cllrs. Belsham &amp; Gee.</p> <p>Chq. No. 100784 payable to cash was cancelled as the bank would not cash it for the Clerk as she is not a signatory.</p> <p>Cllr. Taylor said the new people who live next to the fire break are willing to cut this in future. They will be advised of when they can do this.</p>	Clerk																																																																		
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	<p><u>C. To consider and set the Chairman's allowance for 2016/17</u></p> <p><i>Cllr. Belsham left the meeting &amp; Cllr. Williams took the Chair.</i></p> <p><b>Resolution</b> Proposed by Cllr. Williams &amp; agreed by the Parish Council to keep the Chairman's allowance at £65.00 for 2016/17</p> <p><i>Cllr. Belsham returned to the meeting and took the Chair.</i></p>	Page 103																																																																		

	<p><u>D. To consider and set the Clerk's salary for 2016/17</u>  <i>The Clerk left the meeting.</i>  <b>Resolution.</b> Proposed by Cllr. Belsham &amp; agreed by the Parish Council to increase the Clerk's salary to £10.52 per hour in line with NALC recommendations from April 2016.  <i>The Clerk returned to the meeting.</i></p>	
	<p><u>E To set the precept for 2016/17</u>  The Clerk &amp; Chairman had prepared a budget forecast. The grant from NNDC will be for £251.00.  The quotations for the tree work at the Play Park were considered but there are sufficient funds in the savings account to cover this to £3000.00.  <b>Resolution.</b> Proposed by Cllr. Belsham, seconded by Cllr. Taylor &amp; agreed by the Parish Council to set a Precept of £5100.00 for 2016/17</p>	
15.57	<p><u>PLANNING</u>  a.) <u>To consider any planning applications received.</u>  <b>PF/15/1443 Romanee, Cross Road NR10 5DT</b>  Erection of front porch &amp; front extension to garage.  This application had been viewed before the meeting and there were no objections. E-mail sent 02/11/15.  b.)<u>To notify of any planning decisions by NNDC</u> None.  c.)<u>To consider any other planning issues.</u> None.</p>	
15.58	<p><u>To consider purchasing a Traffic Mirror for the junction with The Street and the Aylsham Road.</u>  Traffic Mirror prices from the Workplace Depot:-  600mm diameter circular - £128.25 +VAT  800mm diameter circular - £142.50  550h x 830w rectangular - £142.50  Highways do not recommend traffic mirrors as they can distort distances and speeds. Cllr. Williams felt that there was a risk if an accident occurred because of a mirror the Parish Council could be blamed. Cllr. Vaughan said the Speed Watch Police were also opposed to mirrors. It was therefore decided not to go ahead with this project due to safety concerns.</p>	
15.59	<p><u>PLAY PARK</u>  a) Update on the small slide.  Mr. Alan Wright has installed the small slide and made steps for it. He just has to lay turf. He has also fixed the gate and fitted bird scarers in the trees. He will mend the large slide platform as well.  b) Update on cutting back the hedges around the Play Park.  Norse had sent in two quotes to reduce the height of the hedges on the western &amp; southern boundaries to 6-8ft &amp; to cut back low branches on the oak tree &amp; install plastic hawk/owl bird deterrents:-  £7576.13 – if access only through the alleyway  £3540.92 – if access to the private landowners garden as a base.  It was agreed that the Clerk should get two more quotes.</p>	
15.60	<p><u>REPORT ON PROBLEMS CAUSED BY AGRICULTURAL VEHICLES</u></p>	

	<p>Cllr. Gee said farmers are not re-instating footpaths after harvesting crops and mud on the roads is dangerous. There are problems by the village hall as the footpath used by children going to school is very churned up. The Clerk has written to Mr. Buxton about this. Cllr. Williams did not think that farmers were obliged to re-instate footpaths and said that mud on the roads was a matter for the Police. It is often contractors that cause the problems. It was suggested that the council be asked to maintain the footpath to the school but this has been brought up before and the path is on private land. The Clerk will write to all land-owners asking them to help keep the footpaths and roads clear and safe.</p>	
15.61	<p><u>CASUAL VACANCY</u></p> <p><i>Members of the public were asked to leave the meeting.</i>  No claim for an election has been received so the casual vacancy can now be filled. Two people have applied – Philip Traverso and Clive Haden. Cllr. Williams offered his resignation as he will still attend all meetings as the District Councillor. It was agreed to postpone filling the vacancy until the necessary time scale has passed and both candidates can be recruited onto the Parish Council.</p> <p><i>Members of the public returned to the meeting.</i>  The situation was explained and the posts will be filled as soon as possible. Cllr. Vaughan will become a signatory on the accounts in place of Cllr. Williams.</p>	
15.62	<p><u>ON-GOING ISSUES</u>  Nothing to discuss.</p>	
15.62	<p><u>CORRESPONDENCE RECEIVED.</u>  Clerk's &amp; Councils Direct 102.  Norse leaflet on Grounds maintenance.</p>	
15.53	<p><u>DATE AND ITEMS FOR THE AGENDA FOR THE NEXT MEETING</u>  Next meeting on January 12<sup>th</sup> 2016 in the Wesleyan Chapel at 7p.m.</p>	