

BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Monday 13th May 2013 at 7.30 p.m. at St Mary's Church, Burston

Present: Len Hobson Chair
Alison Wakeham
Christine Stevens
Terry King
Nigel Frankland
Keith Lankester

Pam Anderson Clerk to the Council

Tom Grieve attended for part of the meeting

Action

8. Apologies

8.1 There were no apologies for absence. Cllr Keith Weeks had advised he would be unable to attend.

9. Declarations of Interest

9.1 There were no declarations of interest.

10. Resolution to Adjourn the Meeting for Public Participation

10.1 Tom Grieve attended the meeting as he had expressed an interest in becoming a Parish Councillor. LH advised TG on the roles and responsibilities of a Parish Councillor. TG outlined his reasons for wishing to become a Parish Councillor.

TG left the meeting. The meeting was reconvened.

11. Minutes of the Parish Council Meeting of 15th April 2013

11.1 CS proposed and TK seconded that the minutes of the Parish Council Meeting of 15th April 2013 were adopted as a true and accurate record. which was agreed by all.

12. Matters Arising from the Minutes of the Parish Council Meeting of 15th April 2013

12.1 Item 185.1 – Burston Strike School Rally. PA reported she had written to Unite confirming their use of Church Green for the strike school rally. She advised that she had reminded them that they had agreed to make a donation for the use in 2012 which had not been forthcoming and suggested a donation be made for 2013. PA advised she was awaiting a response.

12.2 Item 191.1 – Precept Referendum Bill. PA advised she had written to the relevant MPs expressing Council's objection to the bill. A response had been received from Richard Bacon advising that the bill had failed to complete its passage through Parliament before the end of the session and would make no further progress. Richard Bacon also explained his position on the issue. PA advised that she had also received notification from NALC that the bill had not had its second reading. NALC had advised they would keep parish councils updated of any future progression of the bill.

Action

12.3 LH noted that in Richard Bacon’s letter he highlighted the fact that Government would revisit the issue should town and parish councils fail to exercise restraint when setting precepts, and that the Localism Bill allows for ministers to simply put the excessiveness principles to the House of Commons to be voted on.

13. Correspondence (not separate agenda item)

13.1 An email had been received from The Norfolk Trails advising that the BOAT 36 vandalism would be dealt with. AW advised she had inspected the reinstatement of the bollard which was still in place after the bank holiday weekend.

13.2 All other correspondence received was noted as listed on the appendix attached to these minutes.

14. Planning

14.1 PA advised that she had received a Parish Council consultation for planning application 2013/0725, Erection of 3 wind turbines at Upper Vaunces Farm, Pulham Market. It had been received too late for consideration at the May meeting. PA would contact South Norfolk Council planning department to request an extension to the consultation return date to enable the application to be discussed at the June parish council meeting.

PA

14.2 No other planning applications or decisions had been received.

15. Accounts to Approve for Payment and Finance

15.1 Statement of Accounts. AW proposed and KL seconded approval of the statement of accounts as at 7th May 2013 and the payment of the following in accordance with the budget and as the approved schedule of payments presented at the meeting, which was agreed by all.

Chq. No.	Payee	Details
101363	P Anderson	Clerks Salary and Allowances 1 st -30 th Apr 2013
101364	Berryman	Bottle bank rental and collection April 2013
101365	1&1 Internet Ltd (A Wakeham)	Website domain name (2 years)

16. End of Year Accounts

16.1 NF proposed and AW seconded approval of Section 1 of the Annual Return – Accounting Statements 2012/13. All were in agreement.

17. Road Sign Cleaning Contract

17.1 PA reported that LH and PA had met with Simon Monksfield and agreed to remove the sign cleaning duty from his contract. Norfolk County Council were preparing to make payment to the parish council for the sign cleaning for 2012/13. This had not as yet been carried out, due to weather conditions and changes in caretaking staff. NCC were making a payment for each sign cleaned. PA advised she had now received a contract from NCC for the 2013/14 sign cleaning.

17.2 LH advised that Jim Howard was willing to carry out the sign cleaning duty. It was resolved to ask JH to carry out the sign cleaning, one cycle initially to cover the 2012/13 period and then a further cycle later in the financial year for the 2013/14 contract. It was agreed to pay £100 per cleaning cycle.

Action**18. Highways**

- 18.1 LH reported that he and NF had arranged to meet with BOCM Pauls and Gary Overland of NCC Highways later in the week and would report back at the next meeting.

19. Footpaths

- 19.1 KL reported that he had spoken to 2 residents, Jane and Brian Fishwick, who were keen to help with the inspection of the footpaths and feedback any information to KL. He also advised that other members of the community had expressed their willingness to feedback any information to KL. KL will then proceed to produce a schedule of footpath issues in line with the highways template. LH reiterated that, whilst recognising the difficulties of tackling issues with footpaths Council did need to make progress on the matter. **KL**

- 19.2 TK reported that Burston House Hospital had expressed an interest in helping and would be willing to undertake litter picks and other minor works on the footpaths. KL to send a copy of the footpath map to Burston House Hospital. **KL**

20. Footpath Linking Burston and Shimpling

- 20.1 LH reported that he had spoken to Sir Rupert Mann about the possibility of a permissive path. Sir Rupert had advised LH that he had recently entered into a 10 year environmental scheme covering the land in question whereby buffer strips around the fields could not be used for tracks. A permissive path on the proposed route was therefore not feasible. It was agreed that there was no suitable alternative route. LH thanked NF for his work in proposing and initiating the scheme.

21. Playing Field Project and Associated Questionnaire

- 21.1 NF reported that 235 questionnaires had been delivered and 118 had been completed and returned. Residents generally thought the garden was a good idea and were in favour of the proposed Memorial Garden. A meeting of the playing field committee would be convened in due course to include Mikey Bentley. TK reported that Burston House Hospital had advised that they would be keen to get involved by making wooden items to be used on the playing field.

- 21.2 It was reported that most people were unaware that St Mary's Church could be used as a village hall facility. LH advised that the PCC were keen to make the facility available as a community facility as well as a place of worship and would feed back the comments from the questionnaire to the PCC. **LH**

- 21.3 It was agreed that residents must be kept informed of progress on the results of the questionnaire and NF agreed to write a piece for the Diss Express & the Mercury for the local news pages. **NF**

- 21.4 LH requested that a report be produced showing the percentages of responses applicable to each question. He also noted that it would be important to bear in mind the fact that there had only been a 50% response out of a Parish population of 538. **TK/NF**

- 21.4 LH thanked NF and TK for their work so far on the questionnaire and for involving Burston House Hospital.

Action**22. Diss Neighbourhood Development Plan**

- 22.1 TK reported that Diss Town Council had advised, following consultation with South Norfolk Council, that a Town/Community Plan needed to be formulated prior to work on a Neighbourhood Development Plan. They had asked whether the Parish Council would be interested in joining in the initial stages of the Community Plan. TK advised that he was willing to be involved at the Community Plan stage. PA reported that she had been informed that a report was being put to Diss Town Council and PA would be advised of the outcome.

TK**23. The Big Lunch**

- 23.1 LH reported that the event had been put to CAT but as the lead time was so short CAT had decided organising an event was not feasible.

24. Parish Councillor Casual Vacancy

- 24.1 Tom Grieve had spoken to the Parish Council earlier in the evening with regard to his interest in becoming a co-opted Parish Councillor. It was resolved to co-opt Tom Grieve at the June meeting of the Parish Council. PA would contact TG to advise.

PA**25. Date of the next Parish Council meeting and Agenda Items**

- 25.1 The date of the next meeting would be Monday 10th June 2013 to be held at St Mary's Church, Burston.

Agenda Items for the next Parish Council Meeting

Playing Field Project

Highways Feedback

Footpath Feedback

Burston House Hospital Liaison Group Meeting Feedback

CAT Event on Church Green

Meet Your Councillors Event

The meeting closed at 8.50 p.m.

APPENDIX I – MINUTE 13.2

SCHEDULE OF CORRESPONDENCE – not on agenda

	Subject	Received From	Contents
1.	Project to reduce pollution from septic tanks and private sewage treatment plants	Environment Agency	Thanks to residents for taking on best practice advice and responding to questionnaire
2.	South Norfolk Local Plan	SNC	Consultation on next stage of Development Management Policies DPD 27.03.13 – 22.05.13 Comments direct to www.south-norfolk.gov.uk/dmpolicies
3.	Recycling Credit Scheme	Norfolk CC	Advice of rate for recycling credits increased for 2013-14
4.	Weekly Update for NALC Members	NALC	Week ending 12.04.13
5.	Weekly Update for NALC Members	NALC	Week ending 19.04.13
6.	Local Flood Risk Management Strategy	LH/Richard Hattersley, NCC	Correspondence re: progress on strategy
7.	Village signs	Laura Woollacott SNC	Request for photos and info on village signs
8.	All Party Parliamentary Group on local democracy	NALC	Advising that APPG on local government finance was attended by local MPs
9.	Weekly Update for NALC Members	NALC	Week ending 26.04.13
10.	Parish Council Training	Leah Mickleborough SNC	Training on Governance and Standards. Request for available dates.
11.	Parish Crime Statistics	Norfolk Police	Statistics for April 2013
12.	Weekly Update for NALC Members	NALC	Week ending 03.04.13