

Draft: Minutes of the Meeting Held on Tuesday 21st February at 7.30pm in St Nicholas Church Fundenhall.

Chairman: J Ives

Councillors: Cllr N De Spon, Cllr J Franey, Cllr R Burridge, Cllr Eastwood

Parish Clerk: Mrs T Higlett

2.1) [To consider accepting apologies for absence](#)

Apologies were accepted from Cllr B Duffin, Cllr I Bishop.

2.2) [Order of Business.](#)

Councillors and members of the public reminded that in the interests of openness and transparency, that the law permits persons to film, record photograph or use social media in order to report the proceedings of a meeting.

2.3) [Disclosures of Interest by members on items on the Agenda](#)

No Disclosures of Interest

2.4) [Public Forum](#)

- County Councillor

Cllr Spratt said this would be his last meeting before the elections in May. Expected increase of 4.8% to NCC's share of the Council tax in 2017/18. This is to enable the budget for Adult Social Services to increase to meet the rising demand and general increase of costs. The number of Looked After Children has increased in Children's Services. Silfield junction, feeling is this may change, as there has been more than one complaint. At this present time, there is nothing we can do. Any correspondence received concerning the junction Cllr Spratt happy to deal with.

- District Councillor – Not in attendance
- Footpaths

Cllr Franey has supplied detailed map of footpaths to three interested maintenance contractors. So far discussions have been had with one interested party. Nothing from other two. Deadline is the 31st March 2017. A vote will need to be taken before a contractor can be appointed. Brick Kiln Lane electric fence along the edge dangerous as on the footpath. Footpath has been moved back by 10 metres. Footpath at the bottom near A. George's Farm has been ploughed and seeded. Not sure whether footpath is used. Farmer will need to allow people to skirt around the edge, and there is a gate at the end.

- Village Hall

Film night on Friday 24th February. Film nights are proving to be very popular. Two weeks later there is Bingo.

- SAM2

Toad watch has now started in the village, so imperative that the 30mph is observed. Noticeable that the speed is being adhered to and figures show that SAM2 is bringing the speed down. Cllr Spratt congratulated the council on what they are doing, and in the way figures are recorded. High speeding vehicles could be emergency vehicles.

- Public

Mr & Mrs Burrige gave an overview of Maize Maze which they hope to develop on their farm. Planning application has yet to be submitted. They would like to see it open for summer. In the past, they have taken part in Open Farm Sunday which is for families, but they are looking to diversify their business, and have something more permanent. There is the requirement be able to support themselves when times are volatile. The question was asked about the increase of traffic and Mrs Burrige informed the council that traffic surveys have been carried out.

8.15 Cllr Spratt left the meeting.

2.5) [To approve the Minutes of the Parish Council meeting held on 17th January 2017.](#)

These were agreed as a true record of proceedings

2.6) [Clerks Report](#)

Clerk has attended three training courses. One on Word Press which is the management system for the parish council web site. The Transparency code covering how to apply for funding and to explain in more detail what we as a council should be doing to conform. Were informed that next year we will not be required to have an external audit. The final course was a two day course aimed at clerks and their role. It also covered the role of councillors. This was a very informative course and identified areas of work that need addressing.

Clerk has purchased a scanner from the Transparency funding
Correspondence has been sent to the Organiser of the Beacon of Light stating our interest in taking part on the 11th November 2018.

All invoices for the advertising in the Mardle and rental of land by J Dring have now been sent out. We have had four advertisers pull advertising from the Mardle.

A green dog waste bin has been ordered for the Bridleway but to place this outside the village hall and the current red one to be placed on the Bridleway. South Norfolk have

been reminded that we are still awaiting the invoice for the bin purchased last year. South Norfolk are in receipt of our precept forms confirming Band D will be £26.16 as agreed.

Police crime figures have started coming through from Norfolk police and we are included in the Long Stratton and Hempnall figures. There is nothing to report for Ashwellthorpe and Fundenhall

One street light required repairing on Knyvett Green

2.7) Planning Applications

2017/0180 Saffron Housing Building of three houses and one bungalow on 11 The Crescent, Ashwellthorpe. This used to be allotment land and is used by a family living close by. Saffron Housing probably own land and some of the properties close by. Will the new properties be owned by Saffron? Question as to whether there is a safety issue especially if access is required by fire appliances. Car parking appears to not be consistent with modern day developments. Saffron Housing would hopefully ensure wrecking vehicles are removed from the site.

Parish Council would like to request further clarification of the nature of the housing affordable, buy vs rental and of vehicle access to the completed site, in respect of emergencies and household/visitor parking. Also as to whether Saffron own the land.

Vote to contact South Norfolk Planning to request clarification of type of housing and access. Proposed by Cllr Eastwood – seconded by Cllr Burridge – All in favour

Clerk to contact South Norfolk Planning.

Clerk advised she had also asked South Norfolk for an extension on the date, as all comments were required by the 17th February.

With regards to allotment land the parish council has a duty to supply allotment. We have advertised in the Mardle in the past to see if there is a requirement. Council to consider as to whether they need to ask again in the Mardle

2.8) To consider street lighting requirement to the rear of Wood Farm Development

It was decided that street lighting was not actually required as there will be sufficient ambience lighting.

*Vote to not go ahead with street lighting
Proposed by Cllr Franey – seconded by Cllr De Spon – All in favour*

Clerk to Inform NCC asap that parish Council will not be going ahead with street lighting

2.9) [South Norfolk Community Governance Review](#)

Chairman requested this to be moved to March meeting.

2.10) [Silfield Road Junction](#)

This had been covered by Cllr Spratt in his report.

2.11) [Bramble Bear Nursery Group](#)

The formal meeting was adjourned to allow public participation on this item.

Representative from Bramble Bears spoke to the council. Bramble Bears has been running for some time and whilst they are holding their own they do need assistance with purchasing new equipment. They have asked the parish council if there is any way they could assist with funding wi-fi in the village hall. This would enable them to have access to educational material. Clerk had spoken to South Norfolk to see if they were holding any S106 money which could be used for this, but there are no agreements signed which would provide money to the parish. However she was informed that any monies received by the parish from the Community Infrastructure Levy could be used for this purpose as this would be an acceptable use of this money. It was suggested that the organisers of Bramble Bears obtain a quotation for the installation and submit this to the parish council for further discussion.

2.12) [Broadband Update](#)

Clerk had received correspondence from Karen Kane, Programme Director Better Broadband for Norfolk giving an overview of existing and planned fibre solutions for Ashwellthorpe. Around 120 properties already have access to superfast speeds with another 100 from Summer 2017. With around 45 properties served directly from the Fundenhall exchange new fibre solutions are planned late 2018/19 that will provide superfast speeds. A link was supplied to enable people to see which structure their property is served from. <https://www.btwholesale.com/includes/adsl/adsl.htm>

2.13) [Finance](#)

Clerk circulated current financial cash flow reports along with a copy of the bank statement showing balance corresponds with clerk's financial reports.

Community Account Balance £6084.20

Business Account Balance £3430.21

Cheques/Invoices for Approval

DATE	PAYEE	PAYMENT METHOD	DESCRIPTION	AMOUNT
13/02/2017	EON	Direct Debit	Electricity	19.28
17/02/2017	T Higlett	Cheque	Clerks salary	160.63
21/02/2017	ICO	Cheque	Registration	35.00
21/02/2017	T Higlett	Cheque	Clerks expenses postage. Scanner	123.24

2.14) Matters to report by Individual Councillors

Cllr Burrige had recently attended a training course for councillors and had found it to be very informative. Lots of good information to absorb. One question came out of this training and that was to confirm we have Insurance. Clerk confirmed we had the relevant insurance in place with Came and Company. When considering planning, we should follow the National Planning Framework. All councillors should have a copy of the Good Councillors Guide. Clerk asked as to whether we are holding a copy of the Local Council Administration written by Arnold Baker. Council do not hold a copy.

Clerk to look into where these publications can be obtained from and the cost.

Cllr De Spon attended a meeting about War Memorials. This covered assessing the condition and there is funding available if it is in need of repair. The lettering on Ashwellthorpes memorial is intact, and the names can be read. The names are recorded on a database. The Fundenhall memorial is inside the church. Advised never to clean memorials, just to leave them.

2.15) Correspondence

- (i) Norfolk Blind Association
- (ii) Dong Energy
- (iii) South Norfolk Parish Crime Figures
- (iv) South Norfolk dog bin emptying service - review of charges for 2017/18
- (v) South Norfolk – resignation of Leah Mickleborough, Governance & Business Manager

2.16) Open Forum (2)

No Comments

2.17) Urgent matters and Matters for Information

Nothing to report

Meeting closed at 9.30pm

Chair.....
Ashwellthorpe & Fundenhall PC