

Minutes of the Meeting Held on Tuesday 17th October 2017 at 7.30pm in Ashwellthorpe Village Hall.

Chair:

Councillors: Cllr J Franey, Cllr Burridge, Cllr I Bishop, Cllr Eastwood

Parish Clerk: Mrs T Higlett

10.1) [To appoint a Chairman for this meeting](#)

Two councillors showed interest Cllr Duffin and Cllr Bishop.

Vote was taken and Cllr Duffin was unanimously appointed.

10.2) [To consider apologies for absence](#)

Apologies received from Cllr De Spon and Cllr Ives

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

None

10.4) [To approve the minutes of the meeting held on the 19th September 2017](#)

These were agreed as a true record of proceedings.

10.5) [Public Forum- Standing Orders will be suspended for the duration of this section](#)

Public stated they would speak at the end of the meeting.

10.6) [Reports](#)

• **County Councillor – Cllr Bev Spratt**

Discussion about the fire service and police force. A lot of good feedback about the fire service but not so on the police. Some response times are not always acceptable. Is this due to time being taken up elsewhere. NDR is going along as expected, however finance is the biggest concern and specialist consultants have been brought in to assist. The Head of Children's Services leaves in October. GCSE results showed that Norfolk were 2% below the national average. Adult Social Services will see another £10million in their budget in April 2018. Highways budget to be discussed in October. A figure of £150,000 has been quoted to top up the salt bins. Cllr Spratt asked the clerk if she had received any correspondence reference the directional signpost for Ashwellthorpe on the Silfield Road. An email had been received stating that it is the developer's responsibility to erect the sign. The developer has been contacted on numerous occasions by a member of the Highways design team. If the order for a sign has not been placed by the developer then Highways will order it. Cllr Spratt unaware that this was the responsibility of the developer. Members asked Cllr Spratt how much would a sign cost. Response was around £250.00. Members feel a response should be sent to Highways suggesting NCC pay for the sign and the recoup from the developer.

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Action Point:

Clerk to respond to email.

- **District Councillor**

Nothing has been decided regarding the Long Stratton bypass. South Norfolk Council and Broadland Council are looking at shared services. First meeting has taken place and all in favour. Parking meters should now be able to take new pound coin and card payment.

- **Footpaths**

Not too much to report. One footpath has been ploughed up by the farmer but he has been spoken to. Footpath was not reinstated by farmer but by walkers. Cllr Franey concerned about the width of the crossfield path possibly not regulation 1m wide. Feeling is that people could not walk side by side. Before members can take this further then the footpath needs to be measured. A fieldedge has also been scarified by another farmer. Cllr Duffin commented that CAN (Community Action Norfolk) receive lots of reports about footpaths being damaged by agricultural machinery.

- **Village Hall** No report.

- **Statistical Information from SAM2**

SAM2 is currently located on New Road Ashwellthorpe. Cllr Bishop informed members that around 12 people have now come forward as volunteers for the Community Speedwatch. Application forms to be completed along with risk assessments CRB checks and training before this can go ahead.

10.7) Planning

2017/1536 Middle Cottage New Road, Ashwellthorpe. Amended plans to rear 2 storey extension. Consider approval and no comments on this application.

Vote Proposed - Agreed unanimously

2017/2223 4 The Street, Ashwellthorpe. Application to build single storey extension to include garage to the front. Consider approval with no comments on this application *Vote Proposed – Agreed unanimously*

Two other planning applications had been received in the last couple of days which have not given members sufficient time to review. Clerk to see if South Norfolk will grant an extension on the date for comments.

Update on decisions on previous applications.

2017/1226 Bakers Cottage New Road. Application to build bungalow in rear garden – Refused.

2017/1578 The Lodge, Ashwellthorpe. Fire damage - Approved with conditions

2017/1240 78 The Street. Application to build two homes – Approved with conditions

2017/1849 Fairfax House – Application for damp proofing, rendering etc. – Approved with conditions.

2017/1619 The Cottage, Common Road, Fundenhall. Application to modify and build larger dwelling - Approved with conditions

2017/1371 The Telephone Exchange Wymondham Road, Ashwellthorpe. Change of use and application to extend to make dwelling - Approved with conditions.

2017/2099 The Old Waiting Rooms Norwich Road, Ashwellthorpe. To build a 5.3mtr x 4mtr garage – Approved with conditions.

Members discussed how the planning applications are currently reviewed by members of the council and felt this should be included on next month's agenda

10.8) [To discuss repairs/replacement of noticeboard on The Turnpike, Fundenhall](#) Clerk had contacted Jaydee Gardens as requested at last meeting to advise on the condition of noticeboard. Response had been received stating he had been on vacation and would advise if repairs would be cost effective. Cllr Spratt advised that there is a Local Members Highway Budget which could possibly be used to purchase a replacement noticeboard. Members would need to research prior to application to see if a noticeboard falls into the criteria.

10.9) [To discuss Community Speedwatch](#)

Discussed at agenda point 10.6 Reports – SAM2

10.10) [To discuss Parish Council Website](#)

Concerns had been expressed at how little space was left on the website to include parish council documents. Members would like to include the village magazine on the web site but due to the amount of media already on the site, this is not possible. The parish council have a duty to comply with the Local Government Act and Transparency code. The website as a community site, is a valuable asset. If the site was taken down it could cause issues. The current site does not cost the parish council anything as it is included in the subscription with NALC. Clerk supplied members with details of two web hosts. A new free NALC site which would give us more space and we could include the village magazine. We also have free IT help if required. The other site is not free, and a cost would be incurred for IT assistance after the first year. Looking at other parish web sites using both these hosts, there was not much difference. For the community site to continue the feeling amongst members is that perhaps we could give assistance in setting up a community site but that Parish Council would not be affiliated in any way to it. A disclaimer would be added. Clerk has been informed that there are free web hosts which could be used for a community site. A new community site would need to be set up within 6 months of a new Parish Council website being set up. Members view is to speak to other party who posts community information onto website and explain the situation and the decision of the parish council.

Vote to go with NALC site

Proposed by Cllr Bishop – seconded by Cllr Franey – agreed unanimously. Resolved to move over to new NALC site.

10.11) [To approve assistance with Maintenance costs for Ashwellthorpe and Fundenhall churchyards.](#)

Clerk was in receipt of letters for requests for assistance in the maintenance of the churchyards. In the past the parish council have contributed £250.00 to each.

Vote to propose a contribution to both churches of £250.00

Proposed by Cllr Franey – seconded by Cllr Bishop – agreed unanimously These contributions will come under the budget heading of S137 money.

10.12) Finance

- (i) Community Account Balance £11,120.80
- Business Account Balance £3430.21

(ii) Cheques/Invoices for Approval

Date	Payee	Method	Description	Amount
12/10/2017	EON	Direct Debit	Electricity	20.40
18/10/2017	T T Jones	Cheque:100773	Street lighting maintenance	74.86
19/10/2017	T Higlett	Cheque:100774	Clerks salary	204.43
19/10/2017	St Nicholas Church	Cheque:100775	Church Maintenance	250.00
19/10/2017	Upper Tas Valley All Saints	Cheque:100776	Church Maintenance	250.00

Second half precept payment of £3963.50 received from South Norfolk

10.13) To approve Data Protection Policy and Equal Opportunities Policy

Vote to adopt policies

Proposed by Cllr Bishop – seconded by Cllr Franey – unanimously agreed.

10.14) Correspondence

- (i) South Norfolk Police – Community SOS
- (ii) T Jones Electrical – Sox lamps
- (iii) South Norfolk Community Infrastructure Levy
- (iv) T Higlett – purchase of publication - Arnold-Baker on Local Council Administration Guide

Vote to propose purchase of publication

Proposed by Cllr Bishop – seconded by Cllr Franey – agreed unanimously

- (v) NALC Budget Training
- Vote clerk to attend training*
- Proposed by Cllr Bishop – seconded by Cllr Franey – agreed unanimously*
- (vi) Long Stratton Safer Neighbourhood Team – poster
- (vii) Beat Management Team – Firework displays
- (viii) South Norfolk Housing Options – rough sleepers

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(x) CGM Group – landscape maintenance

Clerk informed members that Saffron Housing had contacted her with regards to the issues of vehicles at The Crescent and a visit has been booked to visit the area.

10.15) Public Forum (2) - Standing Orders to be suspended for the duration of this section

Mr Muskett informed members that he will be now speak to South Norfolk Planning regarding the increase of affordable homes to eight. Currently the plans only show two. A revised plan showing the site of the affordable homes and a groundsman store was circulated to members.

10.16) Urgent items for information but carrying forward to next meeting Footpaths, Planning

10.17) Date of next meeting

21st November 2017 – St Nicholas Church Fundenhall

Meeting closed at 9.10pm