

Minutes of the Meeting Held on Tuesday 19th September 2017 at 7.30pm in St Nicholas Church Fundenhall.

Chair: Cllr J Ives

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

Parish Clerk: Mrs T Higlett

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

Apologies received from Cllr De Spon and Cllr Duffin

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

None

9.3) [To approve the minutes of the meeting held on the 18th July 2017](#)

These were agreed as a true record of proceedings.

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

No public in attendance.

9.5) [Reports](#)

- **County Councillor**

Councillor not in attendance.

- **District Councillor**

Councillor not in attendance.

- **Footpaths**

Jaydee Gardens are continuing to maintain the footpaths and members are pleased with the work they are doing. Norfolk County Council Highways have not been seen carrying out footpath maintenance. Two footpaths have been ploughed up on local farm land. One is a field path (no edge = 1.5metres) and the other a cross field path(1metre) They have been reinstated by public walking these footpaths, but this is not acceptable as legally they should be reinstated by the farmer within 14 days. Another has been cultivated which has made it difficult to walk on. All field margins have been cultivated.

- **Village Hall**

No report. Chair advised members that there will be a film show on the 30th September.

- **Statistical Information from SAM2**

A report was supplied showing breakdown of traffic counted incoming from Wymondham with SAM2 positioned at Musketts Farm on The Street over a two-month period. Around 22% of vehicles daily are over the speed limit. Members would like to set up a Community Speedwatch Team within the village. Editorial had been included in the recent edition of

the Mardle for volunteers to come forward but so far only one person has shown an interest. With councillors volunteering a team could be possible. Six people are required with one of the volunteers acting as the coordinator. They will also be the point of contact for the team and responsible for looking after the radar equipment.

9.6) South Norfolk Community Governance Review

Council had received the recommendations from the first phase of the consultation. Second consultation phase is now open for residents, Community Groups and Parish Councils to submit comments. Second consultation phase is open until 27th October 2017.

Submissions link <http://www.smartsurvey.co.uk/s/Parish/>

Members had noted the boundary changes which was to separate Ashwellthorpe from Fundenhall and create separate parish for Ashwellthorpe. However, the recommendation was that no changes are made, as there is no significant justification to make. It was therefore agreed not to make a comment.

9.7) Motorised Vehicles on Saffron Housing Estate.

Members concerned at the number of vehicles which appear to have been dumped on the housing estate. These are vehicles which appear to be untaxed and therefore should not be on the highway. Members requested a letter should be sent to Saffron Housing for advice.

Vote letter to be sent to Saffron Housing

Proposed by J Franey – seconded by – I Bishop – All in Favour

Resolved to send letter to Saffron Housing.

9.8) South Norfolk Councils proposed Public Space Protection

Noted

9.9) Parish Council requirement for a maintenance contractor

Cllr Franey suggested that if we need minor works around the village suggest contacting Jaydee Gardens to see if they could assist.

9.10) Noticeboard on Turnpike Fundenhall

Clerk informed members the noticeboard is becoming more dilapidated and very difficult to open the door to place council notices. Only one side can be unlocked as there is no key for other half. Quotations have been obtained for replacement noticeboard's. Cllr Franey suggested contacting Jaydee Gardens for advice on current state and whether it can be repaired.

9.11) Highways

(i) **Silfield Road**

Clerk updated members on correspondence from Highways dated 16th August, regarding the Silfield development. Directional signage for Ashwellthorpe will be provided. To date no signage has been erected. Consultation has taken place between highways and the planning design officers regarding the junction

layout. Correspondence states: “The junction accords with current highway standards and specifications. Once estate is fully built and residents have taken occupancy, there will be greater traffic leaving the estate onto Silfield Road than that of traffic heading into Wymondham from Ashwellthorpe. It is for reasons of safety and traffic flow/numbers that the junction has been constructed this way”.

Consensus amongst the members that correspondence from Highways was received over a month ago and still no directional sign for Ashwellthorpe has been erected, therefore a reminder should be sent to Highways.

(ii) PRow

Clerk in receipt of confirmation that Highways contribution towards cutting PRow for 2018 is £275. However, there could be a minimal change. Highways have also acknowledge receipt of letter from Parish Council stating we will take over PRow maintenance in 2018.

(iii) Parish Partnership Scheme 2018/19

Noted. Could apply to purchase a second SAM2 machine but would like to try community speedwatch first. *Previously discussed in minute 9.5 Reports.*

9.12) Planning

2017/1849 Ms Hanison. Replace existing render external boiler and gas storage, Whipps Lane Fundenhall. Consider approval and no comments on this application.

Vote Proposed by J Ives – seconded by I Bishop – Agreed unanimously

2017/2048 Mr Taylor. Application to build four light industrial units. Taylor Garden Buildings Ashwellthorpe Industrial estate. Site currently vacant concrete wasteland. No comments.

Vote Proposed by J Ives – seconded by J Franey – Agreed unanimously

2017/1652 Mr & Mrs Roffe. Just a changed technical issue. Consider approval and no comments.

Vote Proposed by J Ives – seconded by I Bishop – Agreed unanimously

2017/2109 Mrs Blaiklock, White Hall, Traice Road. Variation to 2016/2735 to allow for an Air Source Heat Pump. No comments

Vote Proposed by J Ives – seconded by I Bishop – Agreed unanimously

2017/2099 Mr Lewis. This is an application for building a garage in the garden of the Old Waiting Room on the Industrial Estate. It is a slightly unusual as it is residential but on an Industrial estate. No Comment

Vote Proposed by J Ives – seconded by J Franey – Agreed unanimously

9.13) Review of Annual Return 2016/17

Annual Return had now been signed off by the external auditors Mazar’s. The Annual return was not fully completed: there was one omission on the document submitted for audit. Box 11 on section 2 regarding trust funds was left blank. A statement will now be published stating the audit has been concluded. The signed off accounts will now be placed on noticeboards and parish council website. Date of Announcement 26th September 2017

9.14) Finance

- (i) Community Account Balance £8219.27
- Business Account Balance £3430.21

(ii) Cheques/Invoices for Approval

Date	Payee	Method	Description	Amount
11/09/2017	EON	Direct Debit	Electricity	21.08
29/08/2017	Mazars Llp	Cheque:100764	Audit fee	120.00
18/09/2017	Norse Eastern	Cheque:100765	Printing of Mardle	365.00
18/09/2017	Jaydee Gardens	Cheque:100766	Footpath Maintenance	269.15
19/08/2017	T Higlett	Cheque:100767	Clerks salary – August	238.52
19/09/2017	T Higlett	Cheque:100768	Ink cartridge	16.14
19/09/2017	T Higlett	Cheque:100769	Clerks salary – September	204.43
19/09/2017	HMRC	Cheque:100770	Income tax	3.20
19/09/2017	Norfolk Parish Training and Support	Cheque:100771	CiLCA Course for Clerk	200.00
19/09/2017	Autela Payroll	Cheque:100772	Payroll Services	33.60

9.15) Correspondence

- (i) South Norfolk Re CPRE – re land allocation: issue of predetermination
- (ii) Norfolk Citizens Advice
- (iii) Civic Voice war memorial news
- (iv) NALC newsletter
- (v) Saffron Housing regarding affordable homes

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

No public in attendance

9.17) Urgent items for information but carrying forward to next meeting

Parish Council website.

9.18) Date of next meeting

17th October 2017 – Ashwellthorpe Village Hall

Meeting closed at 8.50pm