

Minutes of Chedgrave Parish Council Meeting held Thursday 1 February 2018

Present: Chairman J Bircham, Cllrs R Wood, F Husband, J Lurkins, C Frosdick & E Guymer.

1.	Apologies – CCllr Stone, DCllr Larner, Cllr Gould
2.	Minutes of meeting held on 4 January 2018 approved and signed. Proposed RW, seconded EG
3.	Matters arising - No matters arising.
4.	Declarations of interest – JB item 15.
5.	To adjourn the meeting to allow public participation. There was 1 member of the public present but no comments.
6.	Reports: Councillors’ reports: Cllr Lurkins – Expressed continued frustration with the Broads Forum, specifically in being referred to as the representative of the Northern Broads, not Southern Broads. Cllr Lurkins is also frustrated at the lack of action in terms of repairing and re-opening Wherryman’s Way where there is no specific plan of action. Cllr Lurkins intends to resign his position on the Broads Forum. Cllr Lurkins also reported that the new heating boiler in the Jubilee Hall has been successfully installed. He reported that the football club do not intend to renew their contract at the end of this year. He also raised the matter of junior players not being allowed to use the changing facilities as they play on the hockey field. Also, parents/supporters are not allowed to use the WC. Cllr Lurkins has been in touch with NPFA re Grebe Drive play area funding and was invited to visit Thurlton play area and meet Heather Longman, rep from NPFA who has offered to help with our plans, give us the benefit of experience etc. Finally, Cllr Lurkins again reported excess water on the road at the Langley Rd crossroads. Clerk to report to NCC Highways. Cllr Husband – Queried the works on the left of Norwich Rd on the approach to A146 junction. It was advised that this will be an Anglian Water compound for materials needed to replace a section of water main.
7.	Clerk’s Report – matters arising – Clerk to: <ul style="list-style-type: none"> • contact DCllr Larner re possible funding for Pits seating/fence • contact affected businesses at industrial estate re advertising advice • set up an account with an office supplies company
8.	To discuss and agree £1.50 increase to Clerk’s monthly phone allowance Proposed: JB, Seconded: RW
9.	To discuss co-opting two parish councillors to fill the current vacancies There have been queries but no formal applicants. It was agreed to keep advertising.
10.	To appoint a new Vice Chairman to the Parish Council Cllr Lurkins was proposed as an interim Vice Chairman until May only. Proposed: CF, Seconded: JB.
11.	To appoint new banking signatories Cllr Wood was proposed by JB, Seconded JL. Clerk to find out what is needed and liaise with RW.
12.	To discuss the Parish Plan The next meeting will be held on Tuesday 6 th Feb, 7-8pm, Church Room.
13.	To discuss the Brian Clarke room We are awaiting feedback from Saffron regarding a stakeholder meeting.

14.	<p>To discuss the regeneration Grebe Drive play area</p> <ul style="list-style-type: none"> - Initial meeting took place on 18th Jan and next steps agreed - Clerk to send equipment questionnaire to all Cllrs - EG queried whether the questionnaire covered inclusive play equipment - JL suggested a phased approach for different types of equipment. - It was queried whether we have a plan of the area available to map out ideas, Clerk to find out/source. - EG to speak to Barry Duffin of CAN - Next Working Group meeting - 22nd Feb, 7-8.30pm, BC room
15.	<p>To discuss the Lych Gate Memorial project The Wren contract has been received for £26,320. It was proposed and agreed that JB should sign. Proposed: JL, Seconded: CF. Clerk to return contract to Wren.</p> <p><u>Project Delivery:</u></p> <ul style="list-style-type: none"> - JB agreed to lead on construction aspects of the project but stated that another Cllr would need to lead the opening ceremony plans. - Clerk to instruct Mark Goldsworthy and Nick Hindle - G&J Bircham to progress groundworks - Gary Beckett will be the electrician - An archaeologist with oversight of groundworks has been identified. <p><u>Meeting with Chedgrave PCC:</u> JB reported that the existing gate can be removed and disposed of. Two trees need to be moved prior end March due to nesting birds. The noticeboard needs to be moved and it was agreed to tie this in with repair to the Wherryman's Way sign.</p> <p><u>Meeting with Loddon Royal British Legion:</u></p> <ul style="list-style-type: none"> - JB to attend (others welcome), Tuesday 27th Feb, 10.30, White Horse - JB plans to provide an update on our plans for the lychgate so that it may be included as part of the Remembrance Parade.
16.	<p>To discuss and agree a response to the SNC budget consultation 2018/19 It was agreed that it was more appropriate for Cllrs to respond individually, that the turnaround time for this consultation was very short and queried how we were expected to consult residents give the timescales and the fact that we do not have a method or resources for contacting all residents. It was added that all residents should be given sight of this consultation by SNC in order that they are able to adequately complete their consultation. Clerk to reply to SNC accordingly.</p>
17.	<p>To discuss the provision of streetlighting in Chedgrave Consultation papers have been received from SNC proposing that SNC will cease to manage all streetlights they currently manage with a view to either removing them or handing responsibility and cost to the Parish Council. The Parish Council agreed that SNC should be consulting with residents directly as this has a direct effect on local amenities and that this matter was too important for Cllrs to agree on behalf of all residents and therefore agreed to:</p> <ul style="list-style-type: none"> - Invite Bob Wade of SNC to present plans and detailed costings at a public meeting, consult local residents and answer questions. - Clerk to request meeting, a response to costing email of 22nd November and details of how SNC have established ownership/responsibility of lights. - Clerk to arrange for consultation documents to be posted on the

	<p align="center">parish website - JB to include details of the above in Chet News.</p>																		
18.	<p>To discuss Loddon Mill Cllrs discussed the briefing note from Paul Mitchelmore of EA. Clerk to send briefing note to resident in response to query.</p>																		
19.	<p>To discuss the re-tendering of maintenance contracts such as grass cutting and bus shelter window cleaning Cllrs agreed to re-tender as it is two years since this was done. Clerk to post a notice on the noticeboard and JB to include in Chet News. Anyone interested should contact the Clerk for full details. Responses required by the next PC meeting on 1 March 2018.</p>																		
20.	<p>To discuss matters arising from the HRAA allotment AGM and to agree a date for an inspection Deferred to next meeting.</p>																		
21.	<p>To discuss and plan the 2018 Easter Egg Hunt and decide whether to hold Picnic in the Pits and any other events this year. The Easter Egg Hunt will be held on Monday 2nd April, 10am, the Pits. To include an Easter bonnet competition and play area questionnaire. JL to source Easter eggs, budget £200. Deferred discussion re PiP.</p>																		
22.	<p>To discuss and agree a response to the Greater Norwich Local Plan consultation - Deferred to next meeting.</p>																		
23.	<p>To consider planning applications - None received.</p>																		
24.	<p>Planning decisions 2017/2827 – 8 Hillside – Approval with conditions.</p>																		
25.	<table border="1"> <tr> <td colspan="2">To approve payments as detailed below</td> </tr> <tr> <td>Clerk's salary and expenses (inc. phone allowance, mileage)</td> <td align="right">£303.82</td> </tr> <tr> <td>Loddon PC for Loddon & Chedgrave Playing Field</td> <td align="right">£1630.20</td> </tr> <tr> <td>Adam Power Associates (Lychgate structural engineer)</td> <td align="right">£519.46</td> </tr> <tr> <td>Shelley Smith (allotment overpayment)</td> <td align="right">£10.00</td> </tr> <tr> <td>Community Action Norfolk Membership (Bronze)</td> <td align="right">£20.00</td> </tr> <tr> <td>Church Room Hire (Parish Plan meeting, 6 Feb)</td> <td align="right">£7.50</td> </tr> <tr> <td>Brian Clarke Room Hire (Grebe Drive Play Area meeting 15 Feb)</td> <td align="right">£11.25</td> </tr> <tr> <td>Total</td> <td align="right">£2502.23</td> </tr> </table> <p>Receipts Grazing £80.00 Premium Account Interest £12.98 Allotment Fees £730.00 (inc. £10 overpayment, see above) Total: £822.98</p> <p>Payments approved. Proposed JL, seconded JB.</p>	To approve payments as detailed below		Clerk's salary and expenses (inc. phone allowance, mileage)	£303.82	Loddon PC for Loddon & Chedgrave Playing Field	£1630.20	Adam Power Associates (Lychgate structural engineer)	£519.46	Shelley Smith (allotment overpayment)	£10.00	Community Action Norfolk Membership (Bronze)	£20.00	Church Room Hire (Parish Plan meeting, 6 Feb)	£7.50	Brian Clarke Room Hire (Grebe Drive Play Area meeting 15 Feb)	£11.25	Total	£2502.23
To approve payments as detailed below																			
Clerk's salary and expenses (inc. phone allowance, mileage)	£303.82																		
Loddon PC for Loddon & Chedgrave Playing Field	£1630.20																		
Adam Power Associates (Lychgate structural engineer)	£519.46																		
Shelley Smith (allotment overpayment)	£10.00																		
Community Action Norfolk Membership (Bronze)	£20.00																		
Church Room Hire (Parish Plan meeting, 6 Feb)	£7.50																		
Brian Clarke Room Hire (Grebe Drive Play Area meeting 15 Feb)	£11.25																		
Total	£2502.23																		
26.	<p>To receive items for next agenda – Deferred items, Streetlights.</p>																		

There being no further business, the meeting closed at 10pm.

Signed:

Dated: