

Minutes of Chedgrave Parish Council Meeting held Thursday 6 December 2018

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

1.	Apologies – Cllr Maxted (family event), Cllr Gould (illness), Cllr Stone (dental work)
2.	Minutes of meeting held on 1 November 2018 approved and signed: Proposed RW, 2 nd DJ
3.	Matters arising – No matters arising
4.	Declarations of interest – JB:8, RW:8, EG: 14
5.	<p>To adjourn the meeting to allow public participation. There was 1 member of the public (MOP) present. MOP complained about the over-grown trees encroaching on Norwich Rd, especially on left hand side heading towards A146, particularly from Big Back Lane to Baynard House. MOP also commented on the oak tree overhanging the bus shelter at White Horse Plain. JB commented that the PC is aware of these issues and has been trying to resolve them.</p> <p>Clerk to:</p> <ul style="list-style-type: none"> • Chase up Greg Chadwick re oak tree at Langley Rd industrial estate • Raise another NCC Highways ticket re overgrown trees along Norwich Rd • Write to relevant landowners along Norwich Rd, cc Cllr Barry Stone and NCC Highways
6.	<p>Reports: There was some discussion about the lack of response from Cllr Barry Stone and Russell Wilson regarding Wherryman’s Way. CF: Commented on the work done to replace broken/rotten bollards on Langley Rd – the new post is much higher than the others, NCC Highways did not remove the old post and failed to replace the rotten/unstable one. CF reported that the drains had been cleared. Clerk to raise another NCC Highways ticket ref remaining rotten bollard. JL: Reported that the defunct telephone kiosk and concrete slab have been removed. JL reported on the recent Jubilee Hall committee meeting. Although there had been two major financial outlays recently (boiler and window), the finances are broadly sound. JL reported that car parking is becoming an issue and there was a lengthy discussion on this matter. CF suggested that on match days, the barrier should be raised to allow emergency access and possibly some overflow parking. JB advised that development of an extension to the car park is a Loddon Playing Field Committee matter who would need to cost such work as a project and then seek funding. JB to raise the matter of car parking with playing field committee and request that the barrier is raised on match days. DJ: Commented on the tatty Wherryman’s Way sign near the church and the mast near the moorings being in poor condition. DJ to contact Russell Wilson at NCC to request repair. DJ reported that a neighbour has noticed concrete spoil having been dumped on the bridleway behind the church, that the fingerpost sign at the Pits Lane end of the Pits is broken. DJ also reported that he had attended “How to be a Councillor” training and “Café Cluster” run by NCC.</p> <p>Clerk to report:</p> <ul style="list-style-type: none"> • dumped concrete to SNC and NCC Highways to be removed • broken fingerpost sign to NCC Highways to be replaced <p>JB: Reported that Community Payback had planted bulbs. Commented on the need to tackle the Common and suggested the PC should visit the Common in the new year to observe the situation. JB reported that there is ragwort on the ponies’ grazing meadow and that there may be too many ponies currently grazing. JB also reported ragwort on the Public Open Space.</p> <p>Clerk to:</p>

	<ul style="list-style-type: none"> • contact grazing tenant re ragwort removal and number of ponies • contact Loddon DIY to request the Public Open Space is mowed ASAP.
7.	<p>To discuss any items arising from the Clerk's report and receive updates</p> <ul style="list-style-type: none"> • JL commented that the Clerk should be able to authorise small items of expenditure e.g. minor play area repairs. It was agreed that the Clerk could proceed with such matters with the agreement of two councillors via email. • DJ commented on the proposed change to SNC planning policy whereby extensions would no longer be granted to consultation period. JB advised that if necessary, CPC can hold a special meeting to discuss such matters.
8.	<p>To agree a response to Greater Norwich Local Plan Regulation 18 Consultation – New, Revised and Small Sites 29 October-14 December 2018</p> <p>There was discussion about plot GNLP2055 and it was agreed to respond in the same manner as per other plots in the consultation. Proposed: JL, 2nd: CF</p> <p>Clerk to respond accordingly.</p>
9.	<p>To agree a response to NCC 2019/2020 Budget Consultation</p> <p>There was discussion about the three key areas of the consultation:</p> <ol style="list-style-type: none"> Adult Social Care – CPC disagree with the proposed approach on the grounds that we have an ageing population and more, not less, should be spent on Adult Social Care. <ol style="list-style-type: none"> Council Tax Increase of 2.99% - CPC disagree with the proposed approach on the grounds that: Wherryman's Way matters are not being addressed, CCllr attends CPC meetings infrequently, NCC Highways matters are not properly attended to. However, CPC would be willing to see an increase in line with inflation. Future increases in Council Tax of >3% - CPC disagree with the proposed approach on the grounds that we would need to see evidence of value for money. Cut opening hours of Records Office – CPC agree with this approach. <p>Proposed: RW, 2nd JB.</p> <p>Clerk to respond accordingly.</p>
10.	<p>To consider the Glover Report about National Parks and agree a response</p> <p>It was agreed to write to the consultation body to express CPC's concern at the wholly inappropriate potential boundary changes which would give the local National Park authority overall planning control of the parish. Clerk to draft a letter and circulate for comment, cc Vic Thomson and Chief Exec of SNC.</p>
11.	<p>To discuss matters arising from the HRAA 2018 AGM</p> <p>The relevant minutes from the AGM were discussed and a response agreed:</p> <p>7.3 – CPC will ask the landowner what, if anything, he would like to do with excess fruit from the orchard.</p> <p>7.4 – HRAA to advise what they would like to do so that it can be agreed with the landowner</p> <p>8.1 – Pallets will be removed by the Parish Council. Any arisings need to be kept on a plot and a bonfire would therefore be permitted but no bonfires are to be lit elsewhere on the allotment site (reference Schedule 1, para 5.4 of the allotment tenancy agreement)</p> <p>8.2 – Community Payback did not have time to weed the footpath and car park on their last visit but CPC will ask them to return and do this.</p> <p>10.1 – this matter has been considered before and rejected. CPC's position has not changed.</p> <p>JB also noted that a PC inspection of the allotments needs to be arranged.</p> <p>Clerk to update HRAA accordingly.</p>
12.	<p>To agree the 2019 Meeting Dates</p> <p>Unanimously agreed.</p>

13.	<p>To receive a report from the Brian Clarke Room Working Group DJ had pre-circulated a report and commented that the next Working Group is scheduled for 7th January 2019, 7.30pm to work through logistics. DJ proposed that CPC signs the Management Agreement when received from Saffron. Proposed: DJ, 2nd: JL. Unanimous agreement. JB to sign when Saffron send over their signed copied. Clerk to post advert for Caretaker in Post Office, Chet Stores and Bridge Stores.</p>
14.	<p>To receive an update on the Grebe Drive play area project EG gave an update following her meeting with Kompan. EG reported that surfacing has the potential to be a major expense: woodchip has been rejected due to on-costs and maintenance but other options will require the site to be levelled. There was a general discussion about the different elements of work. EG to get a fully costed quote for the full scheme from Kompan and the next Working Group to be scheduled once the quote is received. Some advice has been given regarding grants which EG is following up.</p>
15.	<p>To receive an update from the Winter Ready Working Group FH reported that the Working Group had met and circulated a leaflet supplied by SNC. It was agreed to distribute the leaflet throughout the village with an additional insert for emergency telephone numbers. FH to draft the insert and circulate for comment and obtain printing quote from Roberts & Son. JB to scan the leaflet for the website. Clerk to request 500 copies of the leaflet from SNC.</p>
16.	<p>To discuss and agree the footway lighting agreement from SNC Unanimous agreement that CPC is happy to proceed. Clerk to advise Bob Wade that once the outstanding paragraphs re encumbrances and wayleaves are finalised, CPC is happy to sign.</p>
17.	<p>To consider possible projects for the “SNC Making a Difference” volunteer scheme Two suggested projects were agreed: 1. To assist with the distribution of the Winter Ready leaflet 2. Weeding and tidy up of Grebe Drive play area once repairs are done and it is ready to re-open Clerk to respond to SNC accordingly</p>
18.	<p>To consider any outstanding Christmas lights matters It was proposed that no further expenditure on Jubilee Oak lights be made. Proposed: JB, 2nd: RW. Clerk noted Cllr Maxted’s objection to any such expenditure. Christmas Trees - The lights on the tree by the shops will be installed by Chet Stores. Clerk to deliver lights and purchase batteries. - It was proposed to purchase new lights for the lychgate tree at a cost of approx. £60. JB to purchase. - It was proposed to make a goodwill payment of £25 each to Chedgrave PCC, Beauchamp House and resident above shops for use of electricity. Clerk to add to January payments. Proposed: JB, 2nd: JL Clerk to add Christmas lights to January agenda.</p>
19.	<p>To consider planning applications None received.</p>
20.	<p>Planning decisions: 2018/1553 - Mr Alan Jones, Land At Junction Of Hardley Road, Pits Lane, Chedgrave, Description: 5 no dwellings with associated landscaping and external works. Decision: Approval with Conditions JB noted the email from Pits Lane resident seeking support from CPC in getting the best possible outcome for the village from this development.</p>
	<p>FINANCIAL MATTERS</p>

21.	<p>To set the 2019 allotments rent It was agreed that the rent should remain the same as 2018. Proposed: JB, 2nd: JL Clerk to send out rent letters.</p>																								
22.	<p>To discuss the draft 2019/20 budget and precept It was agreed that this should be deferred to the January agenda due to lack of time. Proposed: JB, 2nd: DJ. Clerk to add to January agenda, near start and circulate Precept calculator spreadsheet to councillors.</p>																								
23.	<p>To discuss and agree quote for Grebe Drive play area repairs JB proposed to proceed with this ASAP. Unanimously agreed. Clerk to notify KJ Williams</p>																								
24.	<p>To discuss quotes for a picnic table in the Pits It was agreed that this should be deferred to the January agenda due to lack of time. Proposed: JL, 2nd: JB. Clerk to add to January agenda</p>																								
25.	<p>To agree to renew Community Action Norfolk membership It was agreed to renew. Proposed: DJ, 2nd: JB Clerk to action</p>																								
26.	<p>To approve payments as detailed below:</p> <table border="1"> <tr> <td>Community Account</td> <td></td> </tr> <tr> <td>Clerk Salary & Expenses</td> <td>£822.07</td> </tr> <tr> <td>Loddon Garden & DIY (Grass Cutting)</td> <td>£570.00</td> </tr> <tr> <td>Safe & Sound (MUGA basketball hoop)</td> <td>£186.00</td> </tr> <tr> <td>White Horse PH (meeting room/Winter Ready)</td> <td>£10.00</td> </tr> <tr> <td>NALC (Cllr Training)</td> <td>£72.00</td> </tr> <tr> <td>KJ Williams (Repairs to Pits play equipment)</td> <td>£713.00</td> </tr> <tr> <td>Royal British Legion (Wreath)</td> <td>£18.50</td> </tr> <tr> <td>Saffron (BC room hire)</td> <td>£11.25</td> </tr> <tr> <td>South Norfolk Council (Dog Bins - annual charge)</td> <td>£960.00</td> </tr> <tr> <td>St Mary's Forge (Lychgate hinge welding)</td> <td>£60.00</td> </tr> <tr> <td>Total</td> <td>£3,422.82</td> </tr> </table> <p>Clerk noted a £0.50 error in the agenda highlighted in bold above. Receipts: Grazing £80.00 Total: £80.00 Proposed: JB, 2nd RW</p>	Community Account		Clerk Salary & Expenses	£822.07	Loddon Garden & DIY (Grass Cutting)	£570.00	Safe & Sound (MUGA basketball hoop)	£186.00	White Horse PH (meeting room/Winter Ready)	£10.00	NALC (Cllr Training)	£72.00	KJ Williams (Repairs to Pits play equipment)	£713.00	Royal British Legion (Wreath)	£18.50	Saffron (BC room hire)	£11.25	South Norfolk Council (Dog Bins - annual charge)	£960.00	St Mary's Forge (Lychgate hinge welding)	£60.00	Total	£3,422.82
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24.	<p>To receive items for the next meeting Precept, Budget, Christmas Lights, Picnic Table, Boats at Moorings.</p>																								

There being no further business, the meeting closed at 10.05pm

Signed:

Dated: