



Minutes of a Meeting of Brundall Parish Council Held on 24th August 2015 at 19:00 at the Memorial Hall, Links Avenue, Brundall

Present :		
Chairman: Cllr John Warne Vice-Chairman: Cllr John Philp Cllr Martin Davies, Cllr L Rycroft, Cllr K Wilkins, Cllr G Buckley, Cllr P Taylor, Cllr G Nurden, Cllr I Walters, Parish Clerk: S Smyth District and County Councillor A Proctor		
	<i>Details</i>	<i>Action</i>
2015-0094	<p>Housekeeping</p> <p>The Acting Chairman, advised everyone in attendance of the location of fire escapes and the procedure to be followed in the event of an evacuation.</p> <p>The Acting Chairman advised members of the public of the procedure for them speaking at Meetings of the Parish Council.</p> <p>The Acting Chairman advised members of the public that the Parish Council would be making a sound recording of the Meeting</p>	
2015-0095	<p>Election of Chairman</p> <p>Cllr Warne was nominated by Cllr Nurden. Cllr Wilkins seconded the nomination.</p> <p>It was resolved by a unanimous decision to elect Cllr John Warne as the new Chairman of the Council.</p>	
2015-0096	<p>Election of Vice Chairman</p> <p>Cllr Philp was nominated by Cllr Warne. Cllr Rycroft seconded the nomination.</p> <p>It was resolved by a majority decision with 1 abstention to elect Cllr John Philp as the new Vice-Chairman of the Council.</p>	
2015-0097	<p>Apologies for Absence</p> <p>Apologies were received from Cllr J Mickelburgh, Cllr Joe Warns.</p> <p>It was resolved by a unanimous decision to approve only those apologies for absence received. Cllr Warns on duty at work, Cllr Mickelburgh out of the County.</p>	
2015-0098	<p>Declarations of Interest</p> <p>Disclosable Pecuniary Interests – Cllr Buckley Allotment item. Non- Disclosable Pecuniary Interests – Wilkins for item on allotments</p>	
2015-0099	<p>Minutes of the Previous Meeting(s)</p> <p>It was resolved by a majority decision, with 1 abstention, that the Minutes of the Meeting of the Parish Council held on 27th July be signed as a true record.</p>	

<p>2015-0100</p>	<p>Matters Arising (Not on the Agenda)</p> <p>2015-0062 Clerk still to submit a paper for the General Power of Competence</p> <p>2015-0084 – The vacancy for a Councillor has been advertised.</p> <p>2015-0091 The Clerk has not yet replied to Margaret Ward about Highfield Avenue parking issues.</p>	<p>Parish Clerk</p> <p>Parish Clerk</p>
<p>2015-0101</p>	<p>Public Participation (7 members of the public)</p> <p>Cllr Andrew Proctor gave his County and District reports: He congratulated the new Chairman and Vice Chairman upon their appointments. He also paid tribute to the good work by Cllr Davies as previous Chairman. The NDR/Postwick Hub cost has risen to £178.5 m due to inflation and construction constraints, namely materials and labour in short supply. The works should end in November. The move towards devolution is slowly happening. An example is the sharing of resources by combined local decisions is Norfolk and Suffolk Constabulary. The recycling changes are successful but residents are reminded that glass etc. need to be washed before putting in the grey bins.</p> <p>Greg Chandler of the Friends of the Countryside Park spoke about work by the Friends group on Low Farm Wood by weeding. The gates to the Countryside Park are still being left open periodically. Derek Elms spoke about a suggestion to put a more noticeable sign to urge the last car to leave to close the gate.</p>	
<p>2015-0102</p>	<p>Chairman's report</p> <p>The new Chairman Councillor John Warne gave his Report: He also thanked Cllr Davies for his work as Chairman. He reported the sad death of an ex-Councillor Peter Goody. There was a Meeting with officers from Norfolk County Council to assist them in work for Broadland District Council in Green Infrastructure mapping. The footpaths in Brundall were discussed as were the two parcels of land which the Parish Council would like to purchase for recreation. The purpose of the meeting was to establish what green infrastructure needs each parish in the Broadland area has. Brundall has won a biodiversity award from the Norfolk Biodiversity Trust for its work on Cremers Meadow and the Countryside Park. The consultation for a 30mph limit on Postwick Lane is almost complete. It is hoped the new limit will help to slow traffic on approach into the village. Lastly, the Chairman has suggested a soiree for all Brundall's volunteers to thank them for their good work these past two or three years. It is hoped to hold this some time this autumn.</p>	
<p>2015-0103</p>	<p>Countryside Park Maintenance Plan</p> <p>Cllr Rycroft reported upon progress to install a vehicle barrier of sorts to cordon of general vehicular access to the Park. The council deferred a decision so as to get a valued opinion of the sort of barrier from Bernie Lawless who is our adviser on crime and security. The issue of the car park surface was discussed. Cllr Davies expressed a concern that the suggested use of cinder may not be a desirable look for the countryside park.</p>	

	<p>However, planning permission restraints will not allow any formal surfacing. Cllr Philp has looked into the needs of the surface which is becoming “hungry” for an overlay. He suggested an amount of 40-60 tonnes which is in line with what the planning department at Broadland would allow, having double checked with them.</p> <p>Cllr Philp proposed to acquire 60 tonnes of cinder at a cost of £30 per tonne to transport for use in the car park, 2 tonnes for areas where needed on the parkrun track and for the allotment tracks where needed. Cllr Buckley seconded the proposal.</p> <p>It was resolved by a unanimous decision to acquire the 60 tonnes of cinder for the car park, allotment surface and 2 tonnes extra for the parkrun where needed at a cost of £30 per tonne.</p> <p>The Clerk is to enquire whether we can use the approved £1600 grant from Broadland District Council originally granted for the parkrun surface.</p>	Parish Clerk
2015-0104	<p>Cremer’s Meadow</p> <p>Cllr Buckley updated the Council on the latest activity in Cremer’s Meadow.</p> <p>It is planned to open the Meadow to the public on Easter Monday next year.</p> <p>All volunteer will be geared towards this date. Cllr Buckley asked for agreement to put a planning application through to Broadland District Council for use as informal public open space use.</p> <p>It was resolved by a unanimous decision to apply for planning permission for the meadow to be used as informal public open space. It was clarified that this includes use for pasture.</p>	Parish Clerk
2015-0105	<p>Brundall Countryside Park - Allotments Update</p> <p>Cllr Warne did not deliver a verbal report but referred the Council to the Allotment Minutes.</p> <p>The next Committee meeting is in September.</p> <p>The Allotment Finances Paper was referred to by Cllr Nurden who said that as the Clerk was the recipient, she should use the paper in the course of her finance preparations for the future. It was agreed by all that the area of responsibility for financing any part of the allotment site is the Council’s. However, the Clerk went through parts of the paper to give an indication of her opinion on the comments and her general intentions as RFO.</p>	
2015-0106	<p>Planning</p> <p>The Chief Planning Adviser, Cllr Walters took the Council through the Planning items: He referred to the aforementioned Green Infrastructure Meeting where details of the meeting were discussed.</p> <p>Planning Applications:</p> <p>Ratifications:</p> <ul style="list-style-type: none"> • BA/2015/0235/HOUSEH Deadline 20th August 2015 – 13 Riverside Estate- Supported • 20151158 – Deadline 13 August - 10a West End Avenue - Supported <p>Applications put before the Council for determination</p> <p>1) Application No 20151267 Deadline: 28 August 2015 Description: Two Storey Rear Extension (Revised Proposal) Location: 29 Oakdale Road, NR13 5AF Applicant Mr C Pearce Recommendation: Supported</p>	

	<p>Report on any decisions taken by the District Authorities</p> <p>The Broadland District Council re adoption of the DPD (Development Management Plan) Document- policies Regulation 26 is now only subject to possible legal challenges. The content cannot itself be challenged.</p>	
2015-0107	<p>Finance – Payments Schedule</p> <p>Cllr Nurden declared a NDPI in the payments schedule</p> <p>It was resolved by a unanimous decision to approve the Payments Schedule of August 2015 and for the two Councillors to sign it.</p> <p>It was resolved by a unanimous decision to approve the draft Pension Policy as prepared by the Clerk.</p> <p>It was resolved by a unanimous decision to ratify en bloc as below Orders for works for urgent maintenance in the village arranged by the Clerk to YLGDM Ltd:</p> <ol style="list-style-type: none"> 1. Football sign in the football practice pitch Materials £48.00 + Vat for sign and £17.50 + Vat. 2. Countryside Park Notice Board Materials £70.95 Labour £120.00 + Vat 3. Various Memorial Hall play inspection rectifications Materials £23.70 Labour £223.25 + Vat 4. Station Road Postwick Lane bin removal and bench refurbish materials £52.38 + Vat Labour £67.50 and £47.92 resp. 5. Budgens shoppers car park circular bench Labour £80.00 + Vat 6. Various Materials for all works bought from Ridgeons: £290.12 7. Meadow View Fence broken slats, loose posts rail repairs, £80.00 + Vat 8. Plus black sealant on tiling, closer on gate, repaint multi play and re-stain wooden parts £245.00 + Vat 9. Plus bench re-stained £40.00 + Vat. 10. Cucumber Lane bench Labour £272.00 + Vat <p>Highfield Ave bench slats replaced Labour £327.00 + Vat</p>	
2015-0108	<p>Clerk's Correspondence</p> <ul style="list-style-type: none"> • Letter from Broadland District Council re adoption of the DPD (Development Management Plan) Document- policies Regulation 26 • Letter from Mr Brand- re suggested Twinning with Leezen, Germany • Letter from Broadland District Council – Gambling and Licensing Policy Reviews • Church Lane – Letter from Bob Price re sign and surfacing 	Parish Clerk
2015-0109	<p>Items for the next Agenda 28th September 2015 (Main meeting date).</p> <p>Allotment Rents</p> <p>Quiz and Ploughmans</p> <p>Church Lane surfacing and new sign</p>	
2015-0110	<p>Date, time and venue of next Parish Council Meetings</p> <p>28th September 2015 - 7pm Memorial Hall.</p>	
<p>Signed as a true record Date</p>		

Brundall Parish Council	
Payments for August 2015	
Parish clerk costs	2,636.95
Grass cutting monthly contract	£517.50
Cemetery	
Countryside park	
Cremers Meadow	
S106 reserves	£356.33
Street Lighting	£597.91
Fees	£5.00
Training	
Repairs and Renewals	£645.78
Office equipment	£12.00
Insurance	
Donations	
Cleaning and Inspection	390.00
Total expenditure	£5,161.47
RECEIPTS FOR August 15	
Delegated grass cutting	£2,551.20
Cremers	240.5
Low Farm wood reimbursement	298.33
Allotments	62.5
Total Income	£3,152.53