



Minutes of a Meeting of Brundall Parish Council Held on 22 February 2016 at the Memorial Hall, Links Avenue, Brundall

Present :		
Vice-Chairman Cllr John Philp Cllr Martin Davies Cllr K Wilkins, Cllr P Taylor, Cllr I Walters, Cllr F Thorpe, Cllr J Mickelburgh, Cllr G Nurden, Cllr Buckley, Cllr Warns Parish Clerk: S Smyth		
	<i>Details</i>	<i>Action</i>
2016-0018	<p>6.30pm Parish Council <i>The Vice Chairman lead the proceedings.</i> Meeting closed to the press and public due to the nature of the business to be discussed as commercially sensitive. (Public Bodies Admission Act 1980). Item discussed in closed session regarding a matter of National importance.</p> <p>Apologies for absence Chairman: Cllr John Warne (unwell) Cllr Rycroft (family matter). It was resolved by a unanimous decision to approve only those apologies for absence received.</p>	
2016-0019	<p>7pm Meeting re-opened to the Press and Public</p> <p>Housekeeping The Vice-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 Vice-Chairman advised members of the public of the procedure for them speaking at Meetings of the Parish Council.</p> <p>The Vice-Chairman advised members of the public that the Parish Council would be making a sound recording of the Meeting</p>	
2016-0020	<p>Declarations of Interest</p> <p>Disclosable Pecuniary Interests Cllr Philp (play equipment item 16) as he is party to the agreement as Chairman of the Memorial Hall. Plus Cllr Nurden payments schedule.</p>	
2016-0021	<p>Minutes of the Previous Meeting(s)</p> <p>It was resolved by a majority decision, with 2 abstentions, that the Minutes of the Meeting of the Parish Council held on 22nd January 2016 be signed as a true record.</p>	
2016-0022	<p>Matters Arising (Not on the Agenda)</p> <ul style="list-style-type: none"> • 2015-0062 Clerk has submitted the paper for the General Power of Competence but it has not been returned after having been marked as yet. • 2015-0103 The Clerk has now sent to Veronica Savage of Broadland District Council invoices relating to costs incurred relating to the parkrun surfacing and set up as per 	Parish Clerk

	<p>the Green grant amount allocated of £1600.00.</p> <ul style="list-style-type: none"> • 2015-0176 It is understood that the Wherry Lines Partnership application is under query at present due to a number of issues to be resolved with the grant application process for the mapping project. • Letter from Mr Sherwood and his donation of £100 – Chairman has sent a letter of thanks • Good Neighbour Scheme – Has received its full funding and is going ahead. 	
2016-0023	<p>Public Participation (5 members of the public) <i>Cllr Proctor (District and County Councillor) apologised.</i></p> <p>Mrs Gibbs pointed out a spelling error contained in the Neighbourhood Plan. Greg Chandler spoke about the Countryside Park. The maintenance schedule will be guided by the advice of Heidi Thompson and as much as possible, a policy of non-intervention will prevail. More daffodils and snowdrops have been planted.</p> <p>An email from Tim Strudwick who is the RSPB manager has pointed out his observations of rare types of wasp and bee species in the Park. The Postwick Lane 30mph signs are now relocated to the new Zone, further down towards Mill Lane.</p> <p>The Vice-Chairman informed the Meeting that the police will no longer attend our PC Meeting as a matter of course and that the crime statistics can now be found on the police website. The Clerk will put a link to the police website from the parish council website.</p>	
2016-0024	<p>Chairman's report The Vice-Chairman read out the Chairman's Report sent in his absence “</p> <p>I attended the Grow your own community meeting on 26th January and found it to be a very productive meeting. Much of what was discussed that day was as a result of the ground work undertaken by the delegates who had attended on 24th November last.</p> <p>It was very encouraging to see how the attendees, residents of our two respective villages were committed to enhancing the quality of life for our parishioners. We must give thanks to a local resident, Mr Trevor Plater for driving the formation of the BBGNS (Brundall and Blofield Good Neighbour scheme forward. It can only bring benefit to the wellbeing of local residents.</p> <p>What had been flagged up for our own growing village in particular was the need for better facilities on the main street. In particular a need for public toilets and appropriate shelter for residents when waiting for a bus. In Brundall there is only one public toilet and that is situated at the country park. All other conveniences are internal to private property such as public houses or the memorial hall and are in the main for patrons use only.</p> <p>With regard to bus shelters, we do not have the luxury of many enclosed shelters in the Village. Therefore, it needs to be acknowledged that many parishioners are obliged to stand exposed to the elements when waiting for a bus. Consequently, the Deputy Chairman, the Clerk and myself undertook to inspect the present arrangements and came to the conclusion that the Council may wish to explore the possibility of enhancing public toilet and bus stop facilities.</p> <p>There have also been approaches by parishioners who are concerned at the lack of public parking facilities when using local businesses. Reference has been made to the fact that the car park on the street appears to have a very high long term usage to the detriment of the short term shopper. Somehow, we must strive to accommodate the long term and short term needs of all who wish to use Brundall businesses.</p>	

	<p>It was rather sad to receive the notification from Norfolk police that we were to lose the personal contact between ourselves and the police for the presentation of the crime reports. I appreciate that these can be viewed on the website but face to face contact between the council and police representatives prevents authority bodies as being perceived as remote.</p>	
2016-0025	<p>Neighbourhood Plan</p> <p>The Chairman of the Neighbourhood Plan working group, Martin Davies, spoke about the latest news on the Plan. He spoke about the need for a high turnout to the Referendum on March 11th having spent almost 3 years and a high amount of finance to get to this stage. It is hoped to get 51% yes vote and so a full page is planned in the Yare Valley Voice publication. Copies will be issued to clubs and societies and 2 banners will be needed to publicise the referendum.</p> <p>It was resolved by a unanimous decision to approve the purchase of two banners at £51.09 each.</p>	Cllr Davies
2016-0026	<p>Land Management:</p> <p>Cremers Meadow</p> <p>Cllr Buckley delivered the progress report.</p> <p>The internal pathway is nearly ready. The boat trailer has been purchased. A public access risk assessment is being worked on. Cllr Davies has kindly offered to help with the Awards for all application. Brundall School may soon visit the site.</p> <p>The quotes for the poplar trees had all been received and Mike Blackburn's quote was the best quote. However, the Tree Officer at Broadland has advised a period of monitoring over a 5 year period and to do a count of the moth holes each time.</p> <p>The scouts have expressed an interest in using the site and Aviva would like to hold another workday. The site has applied for County Wildlife status. The dykes have had works to them by BESL. An archaeological dig is going ahead on site. Guy Gowing has kindly permitted works to the dykes adjacent to his land. A March opening is unlikely now as the planning application has not yet gone to Broadland.</p> <p>It was resolved by a unanimous decision to approve the submission of the planning application of which all Councillors have seen a draft.</p> <p>Countryside Park</p> <p>The Clerk had received confirmation that the Forestry Commission considers that there was a shortfall in the expected amount of trees planted. This was caused in part by the decision to cut a path through the intended periphery of the Park for a parkrun track. However, the plan sent back from the Forestry Commission after the contract had been signed by both parties showed a narrower stretch of area to be planted which the working group had not been party to.</p> <p>It was resolved by a unanimous decision to approve a refund to the Forestry Commission of £872 but the Clerk would firstly ask if this could be considered to be deducted when the final instalment of £1411 is due in 2019.</p>	Parish Clerk
2016-0027	<p>Toilets in Brundall</p> <p>The Clerk had met with a plumber to investigate Budgen's bus shelter as a possible location for a toilet in the centre of the village. She will also investigate a location on the Street car park which Broadland own.</p>	Parish Clerk

2016-0028	<p>Planning</p> <ul style="list-style-type: none"> • Broadland district (emerging) Local Plan: Growth Triangle Area Action Plan (AAP) – Consultation of Proposed Modifications (Post Hearing) Cllr Walters proposed to submit a “No Comment” to Broadland DC. • Response to Broadland District Council’s comment re Site Allocations (DPD) and Growth Area Action Plan Cllr Walters advised not to submit a comment and to wait for the Inspectors Report. It was noted that Broadland DC spatial planning officers were pessimistic of the consistent non achievement of the 5 year supply. <ul style="list-style-type: none"> ○ Ratification of decision to Support -20160098 –34 Lackford Close, Mr Michael Savory – replacement boundary fence (Approved) ○ Ratification of decision to Support - 20160026– Honeycomb Dental Centre, 114 The Street Brundall – Dr John Wade ○ Change of Use from Dental Surgery to Residential (Approved) ○ BA/2016/0026/FUL – 50 Riverside Estate Brundall, Variation of Condition 2 of previous permission BA/2012/0394/FUL – David Hillburn It was resolved by a unanimous decision to Have No Objection to this application. ○ TPO Maple in St Laurence Avenue (no 61) It was resolved by a majority decision with one against to support the implementation of the TPO even though a resident has appealed against this. 	
2016-0029	<p>Bus shelters</p> <p>The Clerk, the Chairman and the Vice Chairman had investigated possible sites for bus shelters and had identified four locations:</p> <p>Springdale road – Norwich Bound</p> <p>Outside no 47 The Street Norwich Bound</p> <p>No 73 The Street Norwich Bound</p> <p>Top of the Dales Norwich Bound</p> <p>The clerk will add this to the Agenda after a period of work to consult with various bodies.</p> <p>The map detailing the location of the proposed bus shelters also contained location for new notice boards. The Clerk will add this to the Agenda once costings have been sought.</p>	Parish Clerk
2016-0030	<p>Calendar of Meetings for 2016-17</p> <p>The Calendar was approved for the next financial year and will be posted on the website.</p>	
2016-0031	<p>Revised play equipment agreement</p> <p>It was resolved by a unanimous decision to approve the revised agreement.</p>	

2016-0032	<p>Finance</p> <p>Payment Schedule It was resolved by a majority decision with 1 abstention to approve bills for payment for February 2016 with the payments schedule showing a total of £ 7093.20 and for two Councillors to sign it.</p> <p>Bank reconciliation for the 3rd qtr of 2015-16 It was resolved by a unanimous decision to approve the reconciliation for the 3rd qtr in conjunction with the 2nd qtr again as this had been left unsigned following the October 2015 meeting.</p> <p>Cemetery Fees and Regulations – Annual review It was resolved by a unanimous decision to leave the Fees and Regulation unchanged.</p> <p>To approve the winning contractor for the cleaning and inspection contract <i>(The Clerk left the room as she has a pecuniary interest in the contract. She returned only when the discussion and voting was over).</i> It was resolved by a unanimous decision to approve YLGDM Ltd for 1 year.</p> <p>To approve the winning contractor for the Street Lighting contract It was resolved by a unanimous decision to re-engage Cozens for a period of 3 years.</p>	
2016-0033	<p>Clerk's Correspondence</p> <p>The Clerk read out the latest correspondence.</p>	
2016-0034	<p>Items for the next Agenda 21st March 2016 (Main meeting date).</p> <p>None</p>	
2016-0035	<p>Date, time and venue of next Parish Council Meetings</p> <p>21st March 2016 - 7pm Memorial Hall.</p>	
2016-0036	<p>Meeting closed to the Press and Public for an item to be further discussed relating to a planning matter with commercial sensitivity.</p>	
<p>Signed as a true record Date</p>		

Brundall Parish Council Payments for January 2016

	£
Parish clerk costs	2,522.30
Grass cutting monthly contract	£407.50
Cemetery	£18.26
S106 reserves	£243.73
Street Lighting	£599.22
Fees	£17.00
Training	£25.00
Office expense	£27.00
Handyman (Cleaning-Inspections)	390.00
N Plan	1000.00
Total expenditure	£5,250.01
Income January 16	
Cemetery	625.00
Allotments	75.00
Donation	100.00
Total Income	£800.00