

CRIMPLESHAM PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council, duly convened on Monday, 19th January 2015 at Crimplasham Village Hall. Commenced at 7.15pm with Councillor David Lane in the chair.

Attending:

Cllr. Pamela Biggs
Cllr. Jeffrey Carter
Cllr. Kevin Cornwell
Cllr. Barry Crowson
Cllr. David Lane
Cllr. Janet Watkins

Clerk – Sarah Thorpe

1 parishioner was present

1. Apologies for absence

Apologies had been received from Cllr James Lane.

2. Declarations of Interest

None.

3. Public Forum

The parishioner raised a concern over speeding traffic through the village and requested that the Parish Council (PC) consider traffic calming measures. The Chairman advised that the PC had discussed this issue numerous times and several measures had been put in place to try to encourage motorists to reduce their speed. It was noted that the police had been present twice in the village recently doing speed checks and it was agreed to thank them for this. It was agreed that the PC would ask Highways again if any additional measures were available.

4. Police Report

PCSO Jane Edwards was not present but a report had been received from her which covered the period of the last two months. Three crimes had been reported in the village: one fraud; one theft; and one common assault. There had been seven calls to the police: one theft; two suspicious circumstances; one alarm; one road related; one public order; and one fraud.

5. Minutes of the meeting held on 17th November 2014

The Chairman reminded councillors to look at the accuracy of the minutes, and that matters arising would be dealt with imminently. Following a proposal by Cllr. Watkins, seconded by Cllr. Cornwell, the minutes were agreed as a true record and signed by the Chairman.

6. Matters Arising

Access to Footpath 2: The Clerk advised that she had received a telephone call from Mr Richard Carter on the day of the meeting to advise that he had only just returned to the county and would not be able to attend the meeting that evening. He advised that he would not be reopening the permissive path through his land; however he did not have a problem with anyone walking through his farm to access footpath 2 as long as they had any dogs with them on a lead. The PC agreed to accept this situation and felt that no more could be done on this issue. It was agreed to send a letter of thanks to Mr Carter.

Repairs to BT telephone: BT had advised that the handset had been repaired in the kiosk.

7. Finance

Item a. Approval of Monthly Expenditure. The Clerk ran through the payments for authorisation. Following a proposal by Cllr Carter, seconded by Cllr Crowson, the payments were authorised and the cheques were presented to councillors for signature at the end of the meeting as follows:

Payee	Goods/ Services	VAT	TOTAL	Ref	Supplier/Service
Andrew Harrison	1460.00	0.00	1460.00	100704	<i>Decorative Village Gateways</i>
Richard Metcalfe	75.00	0.00	75.00	100705	<i>Mole trapping on playing field</i>
S. Thorpe	66.21	0.00	66.21	100706	<i>Clerk's arrears/expenses/admin Dec/Jan</i>
K&M Lighting Services Ltd	20.10	4.02	24.12	100707	<i>Street Light maintenance Oct/Nov</i>
Five Arrows Business plc	25.00	5.00	30.00	100708	<i>Newsletter printing</i>
Crimplesham Village Hall	90.00	0.00	90.00	100712	<i>Hire of hall for 6 meetings</i>
	£ 1,736.31	£ 9.02	£ 1,745.33		

Item b. Review of Reconciled Cashbook. The Clerk advised that she had reconciled the cashbook to the end of December unfortunately this was not available at the meeting for checking and approval. To be carried forward to the next meeting.

Item c. Precept for 2015/16. The Clerk had previously circulated draft budget documents setting out a balanced budget for the year 2015/16. Members heard that the tax base for Crimblesham for the year had slightly increased to 83.1 and that the Central Government Grant to offset council tax base changes had been reduced to £250. There was a discussion on planned expenditure for the coming year and the following proposal was put forward:

To raise a Precept of £6921 for the financial year 2015/16, this represented a 0% increase to the Band D taxbase, and uses the Govt. grant of £250 to result in a total income for the Parish Council of £7171.

Proposed by Cllr Biggs, seconded by Cllr Carter and agreed by all.

8. Planning Matters.

Item a. Planning Applications C/2/2014/2018; C/2/2014/2020; C/2/2014/2021; C/2/2014/2022; and C/2/2014/2023 Frimstone Ltd, Main Road. A total of five applications from Frimstone affecting the Northern & Southern site. All applications had been permitted by Norfolk County Council.

Item b. Planning application 14/01606/F New detached dwelling at land south east of Adelphi Terrace, Main Road. An application had been received since the last PC meeting and circulated to all Councillors for comment. The decision was to support the application. Unfortunately due to a communication failure between the Chairman and the Clerk the PC had not submitted a response to the consultation. The Chairman and the Clerk both offered their apologies for the error. The applicant had been forced to withdraw the application as the BC had advised that they were intending to recommend refusal and without the support of the PC the application would not be referred to the planning committee for decision. The Clerk advised that measures would be put in place to ensure this did not happen again.

Item c. BC Site Allocations and Development Management Policies Pre-Submission Document consultation. Crimblesham had been designated a 'Smaller Village and Hamlet' by the BC which meant that it had received no allocation for development. Cllr Cornwell had attended a BC briefing session on the latest consultation. It was agreed that the BC decision was disappointing as there would be little chance for development in the village. It was agreed that Cllr Cornwell would put together a response to register the objections of the PC and pass it to the Clerk for submission to the BC.

9. Health & Safety.

- Item a. Matters requiring attention** – The following issues were raised:
- A1122 – between garage and testing station: verge damaged by tractor from Downham Market to Crimplesham.
 - Market Lane – between the first bungalow and first house: pothole on left hand side.
 - Springfield Close – street light: damaged by RTI. Post needs repairing/replacing.

Action: Clerk to contact Highways and K & M Lighting Services

- Item b. Health & Safety Inspections for PC assets** – Completed inspection sheets were returned to the Clerk by Councillors.

10. Correspondence.

The Clerk updated the PC with items of correspondence received which included: information from West Norfolk Community Transport on Dial-a-bus service for Crimplesham; local NHS campaign urges patients to 'Choose Me Not A&E (both of these to be included in the next PC newsletter); light pollution questionnaire from Campaign to Protect Rural England; information on King's Lynn Bus Station refurbishment; NALC Norfolk Link December 2014; PCSO 50/50 match funding scheme from Norfolk Constabulary.

11. Parish Affairs.

- Item a. Crimplesham Playing Field.** To discuss the situation at March PC meeting. A quotation has been received from Holly Landscapes for £959.50 per annum (with an option to fix the price for 3 years) to cover grounds maintenance for the village sign, Main Road junction and playing field. Following a proposal by Cllr Biggs and seconded by Cllr Crowson it was agreed by all to accept the 3 year contract.
- Item b. Parish Partnership Scheme (PPS) – Village Gateways.** Highways have collected them from the supplier. Clerk to advise Highways that the PC would like them to be installed as soon as possible.
- Item c. Dog Waste Bins and Emptying of Litter Bins.** Following a proposal by Cllr Biggs, and seconded by Cllr Carter it was agreed that the PC should ask for the litter bin on the Village Green to be emptied every fortnight at a cost of £47.50 per annum. The litter bin at Churchfield is also being emptied weekly. It was therefore agreed to monitor the situation; and to consider purchase of dog waste bins again at the next PC meeting.
- Item d. Crimplesham Village Hall.** It was suggested that the PC continues to help the Village Hall to make improvements and that a donation to cover the cost of redecoration should be made. A donation of £900 was proposed by Cllr Watkins; seconded by Cllr Crowson and agreed by all.
- Item e. Crimplesham Parochial Church Council.** It was suggested that the PC continues to support the cost of grass cutting in the churchyard. A donation of £900 was proposed by Cllr Biggs; seconded by Cllr Carter and agreed by all.
- Item f. Donation to Norfolk Accident Rescue Service (NARS).** A letter had been received from NARS asking for a donation. Following a proposal by Cllr Biggs, and seconded by Cllr Watkins it was agreed by all to make a donation of £20.

12. Internal Council Affairs.

- Item a. Newsletter.** Articles were suggested for the winter newsletter. The Clerk to produce and confirm with the Chairman prior to sending to the printers.
- Item b. Storage of historical Parish Council documents.** The Clerk advised that she was still awaiting further details regarding storage of some of these items at the Norfolk Records Office in Norwich.
- Item c. National Pay Award for Clerks 2014/16.** The Clerk confirmed the details of the pay award which resulted in an increase of £0.227 to her hourly rate of pay. New Standing Orders to amend the payment to the Clerk and HMRC to be signed at the end of the meeting.
- Item d. Parish Council website.** The Clerk advised that she had recently attended a training course and was able to set up a free website for the PC from the Norfolk Parishes website managed by Norfolk County Council. It was agreed to do this. Cllr Biggs advised that she had a booklet written about the history of the village that she would send it to the Clerk so that this information could be added to the website.

13. Agenda items for the next meeting

Items to remain on the agenda as already agreed.

14. Date and time of the next meeting.

Monday 16th March 2015. Commencing at 7.15pm in Crimpleham Village Hall.

Meeting closed at 8.32pm

Signed as a true record of the meeting: _____

Date: _____