

CRIMPLESHAM PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council, duly convened on Monday, 16th March 2015 at Crimplesham Village Hall. Commenced at 7.15pm with Councillor David Lane in the chair.

Attending:

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

Clerk – Sarah Thorpe

Cllr. Trevor Manley – Borough Councillor

3 parishioners were present

1. Apologies for Absence

Apologies had been received from Cllr Jeffrey Carter.

2. Declarations of Interest

Cllr Cornwell declared a pecuniary interest in item 8a relating to the planning application.

3. Public Forum

An issue was raised by a parishioner regarding dog fouling near the church. It was reported that dog waste was being bagged but the waste was then being dropped in hedges and around the area of the church. It was agreed that posters would be displayed in this area to inform residents that it is a legal duty to put dog waste in a bin. This item to be reported to PCSO Jane Edwards, and added to the agenda for the next meeting to review the situation.

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. Five crimes had been reported in the village: one theft from motor vehicle; one theft; and three domestic. There had been 18 calls to the police: three road related; nine alarms; one concern for safety; four domestic; and one theft from motor vehicle. It was agreed that for the next Parish Council (PC) meeting the Clerk would request a report on the outcome of the speed checks that had been carried out in the parish.

5. Minutes of the Meeting Held on 19th January 2015

The Chairman reminded councillors to look at the accuracy of the minutes, and that matters arising would be dealt with imminently. Cllr Manley asked that his apologies for the last meeting be recorded in the minutes. Following a proposal by Cllr. Biggs, seconded by Cllr. Crowson, the minutes were agreed as a true record and signed by the Chairman.

6. Matters Arising

Speeding Traffic Through the Village. Highways had advised that they did not believe there were any additional measures available to assist with this issue other than the village gateways that would be installed shortly. They suggested asking the police to do more speed checks.

Signed as a true record of the meeting: _____

Date: _____

7. Finance

Item a. Approval of Monthly Expenditure. The Clerk ran through the payments for authorisation. Following a proposal by Cllr James Lane, seconded by Cllr Biggs, 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
S Thorpe	76.83	0.00	76.83	100713	Clerk's expenses/admin Feb/Mar
K&M Lighting Services Ltd	20.10	4.02	24.12	100714	Street Light maintenance Feb/Mar
Five Arrows Business plc	30.00	0.00	30.00	100715	Newsletter printing
Norfolk County Council	8923.95	0.00	8923.95	100716	Refund of payment made in error for PPS
Post Office Ltd	5.20	0.00	5.20	100717	arrears of PAYE due to bank error
	£ 9,056.08	£ 4.02	£ 9,060.10		

Item b. Review of Reconciled Cashbook. The Clerk advised that she had reconciled the cashbook to the end of February and presented the cash book and bank statements to the Chairman for inspection.

8. Planning Matters

Item a. Planning Application 15/00325/F – Construction of one dwelling between Adelphi Terrace & Tudor Cottage, Main Road, Crimbleham. An application had been received and brought to the meeting for Councillors to consider the proposal. Councillors viewed the documentation and a decision was made to SUPPORT the application with the comment that this property would be a good addition to the village.

Item b. Planning Application 14/01036/F – Change of use of the site to production and storage of agricultural fertilisers also with retention of the single storey office building at Harvest House, Mast Farm, Downham Road, Crimbleham. The Borough Council (BC) has advised that this application has been permitted.

Item c. Initial consultation on the silica sand single issue review of the Norfolk Minerals Site Specific Allocations Plan. An email had been received from Norfolk County Council (NCC) advising that there are silica sand resources underlying the boundaries of the parish. This initial consultation covers information on how the full consultation will be conducted over the next 18 months. It is expected that only one or two more sites will be needed over Norfolk to meet the predicted shortfall in extraction. The next stage will invite landowners to put forward sites. It was agreed that the PC would make no response to this initial consultation.

9. Health & Safety

Item a. Matters requiring attention. The following issues were raised:

- Street name sign for Willow Heath Road has been knocked over at the A1122 end.
- Fly-tipping in the lay-by on the A1122 and at the junction with Main Road.
- Pot holes on A1122 between Stow Barn Road and Willow Heath Road.
- Pot hole on Market Lane in verge opposite "Birchdale."
- A dip in the road at the top of Market Lane is currently being fixed by Anglian Water.
- Issues regarding Market Lane being blocked by vehicles were reported. It was agreed that this should be monitored at this stage.

Action: Clerk to report issues to Highways and BC as appropriate.

Signed as a true record of the meeting: _____

Date: _____

- Item b. Health & Safety Inspections for PC assets** – Completed inspection sheets were returned to the Clerk by Councillors. No action was needed.

10. Correspondence

The Clerk updated the PC with items of correspondence received which included: thank you letters from Crimplesham Village Hall Committee, Crimplesham PCC, and Norfolk Accident Rescue Service for donations made at the last PC meeting; West Norfolk Partnership: Fit Together – free guided walks in West Norfolk; information on West Norfolk Village Games; Affordable Rural Housing: A practical guide for parish councils: and a letter from the Community Payback Unit (CPU) asking if the PC had any projects that would benefit the community and required assistance.

Items that were discussed:

A letter from E-on advising of a price increase for street lighting electricity. It was agreed that the Clerk would try to obtain a cheaper quote for the electric supply, and switch the supplier if this was possible.

11. Parish Affairs

- Item a. Crimplesham Playing Field.** A discussion took place on using the CPU to carry out some of the work that was required at the Playing Field. It was agreed that this should be done and the Clerk should contact CPU. The Chairman agreed to meet CPU at the site to discuss. It was agreed that the next Playground Inspection should be carried out by the same company as last year.
- Item b. Parish Partnership Scheme (PPS) – Village Gateways.** Highways have advised that they will be installed by the end of March 2015.
- Item c. Dog Waste Bins and Emptying of Litter Bins.** There were no reported problems with emptying of the litter bins. It was agreed that the situation with dog fouling near the Church should be monitored; and to consider purchase of dog waste bin for this area at the next PC meeting, if it was still a problem. The possible cost of a dog waste bin was explained.

12. Internal Council Affairs

- Item a. Renewal of Contract from K & M Lighting Services Ltd for Street Lighting Maintenance.** Following a proposal from Cllr Biggs, seconded by Cllr Watkins it was agreed by all that the contract should be renewed.
- Item b. Reappointment of Sheila Goodwin as Internal Auditor.** Following a proposal by Cllr Biggs, seconded by Cllr Watkins it was agreed by all that Sheila Goodwin should be reappointed as the Internal Auditor for 2014/15.
- Item c. PC Website.** The Clerk advised that she had now set up the website which can be found at www.crimpleshamparishcouncil.norfolkparishes.gov.uk. Basic information had been added along with information provided by Cllr Biggs. Cllr Watkins agreed to provide some prints and Cllr James Lane agreed to provide some information on the Church. The Clerk agreed to send a link to the website to all Councillors who have an email account.
- Item d. PC Elections on 7th May 2015.** The Clerk provided information on the forthcoming PC elections. Notices would be displayed from 16th March to 9th April 2015, which was the nomination period. Nomination packs were available from the Clerk or the BC (Electoral Services). The Clerk handed out a nomination pack to all members.

Signed as a true record of the meeting: _____

Date: _____

13. Agenda Items for the Next Meeting

Items to remain on the agenda as already agreed.

Cllr Manley advised that this would be his last meeting as he was not standing for re-election in the forthcoming Borough Council elections. He thanked the PC for making him welcome over all his years in service as a Borough Councillor. In return the Chairman thanked him for his attendance at PC meetings and his knowledge and advice.

14. Date and Time of the Next Meeting

Monday 18th May 2015. Commencing at 7.30pm in Crimplesham Village Hall for the Annual Parish Assembly followed by the Annual Parish Council Meeting.

Meeting closed at 8.15pm

Signed as a true record of the meeting: _____

Date: _____