

ALPINGTON WITH YELVERTON PARISH COUNCIL

Minutes of the Meeting

held on Monday 9 May 2011 at 7.30pm at Alington Village Hall

Present : Jack Taylor (Chairman), Chris Black, John Lain,
Kevin Gotts, Jeremy McNulty and David Whitehead

Also Present: Linda Gray (Clerk), Adrian Gunson, County Councillor, Sue Thomson District Councillor
and 1 member of the public.

1. **Appointment of Chairman** – Acceptance of Offer. The Clerk asked for nomination for Chairman. Chris Black proposed Jack Taylor, seconded by David Whitehead and agreed unanimously. Jack accepted the post to start his third year as Chairman. The acceptance of office form was completed and witnessed by the Clerk.
2. **Appointment of Vice Chairman** – Acceptance of Offer. Jack Taylor asked for nominations for Vice-Chairman. Jerry Davies who was not present had offered to stand, was proposed by Jack Taylor and seconded by Jeremy McNulty, as there were no further nominations agreement was reached unanimously. The acceptance of office form would be completed at the next meeting
3. **Register of Interest** – All Councillors Present completed and returned Registration of members Interest forms. The Clerk read out recent correspondence from Tim Mobbs, Monitoring Officer entitled Signing up Members of the Parish Council following the election.
4. **Standing Orders** – General Review. The present copy of the Standing Orders had been made available for all Councillors to read. It was agreed there were no updates to be made.
5. **Apologies:** Apologies were received from Jerry Davies.
6. **Declaration of Interest**
Jack Taylor- item 12- Local Development Framework.
7. **Minutes of the meeting held on 7 March 2011** that had been circulated previously. The minutes were approved and signed by the Chairman.
The Draft Annual Parish Meeting minutes of 28 March 2011 had been read and approved by Jack Taylor. The Clerk requested agreement from Councillors to include the Draft minutes on the web site. Councillors agreed unanimously for the Draft Minutes to be included on the Web site.
8. **Matters Arising**
Street Scene - The Clerk had contacted John Joyce. Councillors remained concerned regarding gritting the pavements and providing grit bins. The matter remained ongoing.

Bergh Apton Waste Recycling Centre.
Site specific consultation was expected 23 May 2011 and comments would need to be returned by 15 July 2011. Councillors agreed the consultation would need to be presented to the community. It was agreed for a sub committee to review the consultation documents with a view to door drop the community with a leaflet to advertise the Parish Council Meeting in July when the matter would be discussed.
Councillors agreed to form a sub-committee. The membership included David Whitehead, Kevin Gotts and Jeremy McNulty. Jerry Davies was expected to join the sub-committee on his return. The aim of the sub-committee would be to raise awareness in Alington and Yelverton of the possible closure of the Waste Site at Bergh Apton.
9. **Parishioners Questions and Reports from the County Councillor and District Councillor Sue Thomson, District Councillor reported;**
Jack Taylor congratulated Sue Thomson on behalf of the Parish Council regarding her re-election as District Councillor and thanked her for her help and support in the last year as a Parish Councillor. Sue would be standing as the Chairman of the Council at South Norfolk Council and

would welcome invites to attend functions in the village. Please contact the Chairman of the Councils Secretary for more information at South Norfolk Council, Long Stratton.

Adrian Gunson, County Councillor reported;

Roads – A lot of work to repair road surfaces in the village had been undertaken and completed and included the Slad junction with the A146 and passing places on Bergh Apton Road and the Village Hall entrance.

Hobart High School – A new deputy Headteacher had been appointed Mrs C Woods. The swimming pool refurbishment had been completed and the pool would be open for school and White Dolphin use shortly.

Bergh Apton Waste Site – There had been notice of a Site Specific Document for Waste sites to be circulated for consultation from 23 May to 15 July.

10. Correspondence: Tabled Separately

Lisa Fountain – Waste Reduction Officer Book/CD recycling bank run by The British Heart Foundation Charity. Councillors discussed and agreed there was not enough space to include another recycling bank at the Village Hall. Jack Taylor would contact Lisa Fountain to ask if the bank could be placed on another site in the village. It was reported the bottle bank was overflowing and needed emptying. The Clerk would contact Lisa Fountain with this information.

BBC Switchover Help Scheme.

The Switchover Help Scheme is run by the BBC, under an agreement with the Government, to offer practical help at switchover to older and disabled people who may face barriers in switching to digital TV and can be contacted on 07903 880 361 or edward.moss@eaga.com

11. Finance

Finance Payment table and forecast balance of accounts

Date	Detail	Cheque No	Amount	Totals
23.03.11	Balances of Accounts			
	Savings		£4,083.25	
23.03.11	Current		£1,000.00	
	Sub total of Balances	Sub total		£5,083.25
18.04.11	<u>Receipts</u>			
	Precept		3,246.15	
	Sub Total of Receipts	Sub total		£3,246.15
01.04.11	<u>Payments</u>			
	Countryside Ground Maint	100628	£250.00	
23.04.11	L Gray Salary Standing Order	STO	£176.80	
09.05.11	Norfolk PlayField assoc	100629	£20.00	
09.05.11	Norfolk ALC	100630	£138.01	
	Void Cheque	100631	£0.00	
09.05.11	L Gray Expenses	100632	£145.07	
09.05.11	SNDC Dog Bin Service	100633	£34.28	
23.05.11	L Gray Salary Standing Order	STO	£187.20	
	Sub Total of Payments	Sub total		£951.36
	Balance of Accounts		Balance	£7,378.04

Clerks Salary and Expenses The Clerk had now undertaken PAYE Training and had set the Parish Council up as an Employer and the first months transactions had been completed. Due to the PAYE scheme the Clerks allowance for Utilities at her home was £3.00 per week. The Salary scale of the clerk increase from scale SCP 22 to SCP 23 as at 1 April 2011.

Football Club Fee. It was discussed and agreed to maintain the fee at £240.00 for the season 2010/11.

Future of Audit – The Secretary of State for Communities and Local Government announced plans to disband the Audit Commission. The proposal was to bring arrangements for local councils in line with other sectors and is considering a process under which the income and expenditure of a body determines the level of audit required. There were two options to consider, after a discussion it was agreed to support option 1.

a Financial Standing Orders – Councillors had been given a copy of the Financial Standing Orders before the meeting and they agreed after review no amendments were required.

b Responsibilities of Parish Council – Councillors had been given a copy of the Responsibilities of the Parish Council before the meeting. The following amendments were made the annual inspection of the Play Area and Garrick Field would be undertaken by Digley Associates. Location detail would be included for the Doggy Bins and the Litter Bins.

c Asset Register – Councillors had been given a copy of the Asset Register before the meeting. It was discussed and agreed to remove the computer equipment, Laptop, Scanner and printer from the asset register as they were out of date and no longer used by the Clerk.

8.40pm John Lain arrived

d Audit. The Clerk presented the Annual Accounts to Councillors. The bank reconciliation was signed by the Jack Taylor, Chairman. The Councillors agreed the Annual Governance Statement and Accounting Statement for the year ended 31 March 2011. Proposed David Whitehead, seconded Chris Black and agreed unanimously.

12. Planning

Planning Applications

Application Ref & Date	Address and Proposal	Parish Council Decision	South Norfolk Decision
2011/0078 19/01/11	29 Cherrywood, Alington Single storey conservatory to be attached to the side of the property.	Approve	Approved
2011/0237 11.02.2011	Village Hall, Church Road, Alington Alterations – remove all metal cladding and replace with green upvc shiplap to match existing frontage and new oil tank store	Approve	Approved
2011/0434 15/03/2011	Bells, Mill Road, Alington Proposed single storey rear extension, Insertion of one window to the North West elevation and various internal alterations	Approve	Approved
2011/0503 25/03/2011	Pinewoods, Slade Lane, Yelverton Certificate of lawfulness for existing use application for occupation of dwelling in breach of agricultural condition.	Information only, no decision required	
2011/0596 13/04/2011	Boundary Farm, Framingham Earl Road, Yelverton Retrospective application fro demolition of existing barn and re-building on same footprint. Proposed elevation of low level pitched roof open barn with roof solar panel	Refused	

Pinewoods, Slade Lane, Yelverton. If no evidence of agricultural activity can be found the Agricultural Restriction will be removed from the house and land. The owner will then place a covenant on the land to maintain the land as amenity/woodland.

13. Dog Bin Nichols Corner

Since the completion of the Affordable Housing on Nichols Corner opposite the school residents have been asking if the dog bin will be reinstalled. The Parish Council moved the original dog bin to Draines Lane Yelverton. The Clerk contacted Saffron Housing and they will provide and install a new bin on the site. Councillors discussed the position of the dog bin and agreed for it to be located on the boundary fence behind the Affordable Housing Development close to the Bergh Apton Road entrance of the development. The Clerk would contact Saffron Housing with this decision.

14. Emergency Planning

The Clerk would contact Jim Bagley for information on the best way forward. The Clerk would be the contact point and named as the Co-ordinator. Questionnaires required to be distributed around the village in order that an Emergency Plan could be completed.

15. Play Area - Monthly Inspection Report

The play fort was now fully open after the turf had recently been laid and the fence completely replaced. Kevin Gotts reported very good feedback from residents and children who had used the Play Area.

More attention would be required regarding the bark underneath the swings. It was agreed to leave the bark until the report from the new contractor was received. The inspection of the play area was due to take place in September 2011. The monthly inspection report did not highlight any new areas for attention

16. Village Pond - Monthly Inspection Report

The monthly inspection report did not highlight any new areas for attention. The trees around the edges of the pond required attention. Jack Taylor would contact a local tree surgeon. The Clerk would contact Norfolk County Council for details on grants available.

17. Garrick Field - Monthly Inspection Report

The monthly inspection report did not highlight any new area for attention. The treatment of the Japanese Knotweed was ongoing. The Football Club would be considering options and availability of funding for new facilities. Any work undertaken would include the Dugout. The Ancient Oak required a survey to find out if any work was required. Jack Taylor would contact a local arboriculturist.

18. Other Matters for consideration for future agendas

Village sign – Now the Affordable Housing frontage had been landscaped it would be a good location for a Village sign for Alington. The Clerk would research if any funding was available.

Affordable Housing – The landscaping in front of the properties had been completed but due to the recent dry spell the wild flowers and grass seed had not started to grow.

Parking at the school – The parking situation had been acceptable for sometime but recently all-day parking had become an issue again. Parking at the school would be included on the agenda for July and Jack Taylor would contact Mrs Osborne the Headteacher.

19. Next Meeting to be held 4 July 2011

The meeting closed at 10.00pm

17 January 2011	7 March 2011
28 March 2011 Annual Parish Meeting	
9 May 2011	4 July 2011
12 September 2011	7 November 2011