

ALPINGTON WITH YELVERTON PARISH COUNCIL

Minutes of the Meeting

held on Monday 13 May 2013 at 7.00pm at Alington Village Hall

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

Also Present: Linda Gray (Clerk), Adrian Gunson, County Councillor and 6 members of the public.

- 1 **Appointment of Chairman – Acceptance of Offer** The Clerk requested nominations for Chairman. David Whitehead proposed Jack Taylor, seconded Kevin Gotts as there were no further nominations and agreement was reached unanimously. Jack accepted to start his fifth year as Chairman. The acceptance of office form was completed and witnessed by the Clerk.
 - 2 **Appointment of Vice Chairman – Acceptance of Offer** The Clerk requested nominations for Vice-Chairman. Jack Taylor proposed Kevin Gotts and seconded by Ivan Green, as there were no further nominations and agreement was reached unanimously. Kevin accepted the post of Vice Chairman. The acceptance of office form was completed and witnessed by the Clerk.
 - 3 **Register of Interest – All Councillors** All Councillors present checked the details of Register of Interest held by South Norfolk.
- Action Point – Clerk** – Send new forms to Councillors who require updating their details.
- 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 of absence** were received and accepted from Sue Thomson, District Councillor
 - 6 **Declaration of Pecuniary Interest**
 Item 12 – Jack Taylor – Pecuniary Interest - Wheel Road only
 Item 12 – David Whitehead – Non Pecuniary Interest - Nichols Road
 Item 12 – Jeremy McNulty - Non Pecuniary Interest – Church Meadow
 - 7 **Minutes of the meeting held on 4 March 2013** were agreed and signed by the Chair.
 - 8 **Matters Arising**
Annual Parish Meeting - The Clerk had invited the Head teacher and Chair of Governors from Bergh Apton and Alington Primary School to the Annual Parish Meeting.
South Norfolks Clean Sweep programme – It was confirmed the Sweeper lorry complete with man power would visit the village on 15 and 17 May 2013.
 Other action points highlighted in the minutes from 4 March 2013 would be discussed under the relevant headings of the agenda.
 - 9 **Parishioners Questions and Reports from the County and District Councillor**
 Jack Taylor extended his congratulations to Adrian Gunson for his re-election as a Norfolk County Councillor.
Surface Dressing – The state of the surface dressing along Church Road had been reported to the County Council. Both Gilbert Close and Framingham Earl Road would be surfaced dressed in the next schedule of works
Flooding – the risk of flooding had been reported to the south of the Wheel of Fortune pub due to the lack of attention to a ditch. The landowner James Andrew had been contacted.
Bus Service – The service was out to tender. Ambassador had not sustained a very good service to the village and it had suffered from many breakdowns and late time keeping.
Hellington Crossroads – Due to the expansion of Green Pastures Nursery a request to implement a 50mph speed limit around the junction had been submitted.
Northern Distributor Road – The consultation regarding the flyover at the Broadland business park was underway also a public enquiry regarding side road orders would be held shortly. The NDR project had suffered many setbacks and had not been submitted for planning as yet.
A11 Dualing – The work around Eleveden on the All was set to be completed by spring 2014.

A47 – As no design plans existed for ongoing work to the A47 no work would be completed until designs had been submitted.

20mph - In response to a question from a resident Adrian Gunson confirmed that NCC were looking at setting 20mph speed limits around specific area such as schools but this matter remained under the discussion process at present.

Report sent from Sue Thomson

The Building Control Services of some District Councils in Norfolk were joined together into a company some time ago. This service has now moved into South Norfolk House and the 4 different databases had been implemented and combined into a single central billing system. The business appears to be settling in well.

Affordable Housing - The recent Hastoe Housing development at Ditchingham won the Regional award for best social housing project last year. South Norfolk Council donated the land, part of the old Saffron estate, and, as with the development in Alington, worked with the parish to ensure that only local people would qualify.

Recycling - With the negotiations for the new contract in the final stages, it now seems likely that yoghurt pots and food trays will be acceptable in the green bin from April next year. The acceptance of glass will follow-on shortly afterwards. South Norfolk is aware that many people find the current system extremely frustrating but they are bound by the system at the Costessey recycling centre which is now outdated.

10 Correspondence - none

11 Finance

Finance Payment table and forecast balance of accounts

Date	Detail	Cheque No	Amount	Totals
	Balances of Accounts			
01.04.13	Savings		£3,513.18	
01.04.13	Current		£1,000.00	
	Sub total of Balances	Sub total		£4,513.18
	Receipts			
01.04.13	Precept		£3,560.00	
01.04.13	Grant from NCF		£500.00	
16.04.13	VAT refund		£390.19	
	Sub Total of Receipts	Sub total		£4,450.19
	Payments			
01.04.13	NCC Dog Bin Servicing	100681	£71.38	
23.04.13	L Gray Salary Standing Order	STO	£193.87	
03.05.13	TMA Bark Supplies	100682	£674.64	
13.05.13	Nalc Subscription	100683	£139.59	
13.05.13	Chris Dix	100684	£85.00	
13.05.13	L Gray Expenses	100685	£94.55	
13.05.13	Norfolk RCC	100687	£20.00	
23.05.13	L Gray Salary Standing Order	STO	£206.53	
	Sub Total of Payments	Sub total		£1,485.56
	Balance of Accounts		Balance	<u>£7,577.81</u>

- a. **Financial Standing Orders** had been circulated to all Councillors before the meeting. After review no amendments were required.
- b. **Responsibilities of the Parish Council** had been circulated to all Councillors before the meeting. After a review no amendments were required.

- c. **Asset Register** had been circulated to all Councillors before the meeting. It was agreed for the Clerk to remove the items under the value of £50.00. There was a discussion regarding the value of the swing set now it had been refurbished. It was agreed not to change the value of the swing set on the asset register but to keep a copy of the invoice of parts which had been replaced with the asset register.
- d. **Audit** Clerk presented the Annual Accounts to Councillors. The bank reconciliation was signed by Jack Taylor, Chairman. The Councillors agreed the Annual Governance Statement and Accounting Statement for the year ended 31 March 2013. Proposed, Jack Taylor seconded David Whitehead and agreed unanimously.
- e. **Clerks Salary** - The Salary scale of the clerk increase from scale SCP 25 to SCP 26 as at 1 April 2013.
- f. **Football Club Fee** was discussed and agreed to increase to £250.00 for 2013/14 season.
Citizens Advice Bureau donation – It was agreed to make a donation of £60.00

12 Planning

Application Ref & Date	Address and Proposal	Parish Council Decision	South Norfolk Decision
2013/0441	Land to the East of Garden Farm, Bergh Apton Road, Alington Erection of two semi-detached bungalows and two detached two storey houses including access and landscaping	Refuse	Pending Consideration

Local Development Framework (LDF) – Local Plan. Although there was a consultation in progress it only included those sites that had been either changed or removed from the process. It was therefore discussed and agreed there was no response or representation to be made for this consultation. The District Councillor was not present at the meeting but the Clerk confirmed there was no new information regarding the process.

13 Play Area and Village Hall Land - Monthly Inspection Report

No new areas of concern had been highlighted from the monthly inspection report. The bark infill around the equipment had now been completed and the play area was looking very tidy.

Village Hall – Jack Taylor reported the Village Hall Committee had agreed to spend £2,500.00 to restore the surface area to the side of the hall. Hardcore would be put into a dug out area and road plainings would be put on the top. The contractor would start shortly.

14 Garrick Field - Monthly Inspection Report

No new areas of concern had been highlighted from the monthly inspection report. The field did require weed killer. Now the football season had finished this could be completed. The main goal posts had been removed and the small goals would be removed shortly for repair work to the grass surface to be completed.

Action Point – Jack Taylor – Contact Mr Cushion for a quote for weed killer to be applied to the field.

Action Point – Jack Taylor – Contact Kevin Parfitt to repair small goal mouth surfaces.

- a. **Japanese Knotweed** – now started to grow again and remained ongoing.
- b. **Dog fouling** – The Clerk had contacted Brian Hibbet from the Environmental Health team at South Norfolk. He had visited the field and talked to dog walkers to highlight that he could issue fixed penalty notices for Dog fouling. A sign had also been erected regarding Dog fouling. It was reported to the Parish Council that a Dog walking service were using the field to exercise around 8 dogs at once during the day. The dogs were left to run loose and the logistics regarding clearing up behind several dogs at once was questioned.
- c. **Funding Application for Yelverton Football Club** – There was no further news
- d. **Poringland Wanderers usage of the field** – The secretary of Poringland Wanderes had contacted the Clerk. A competed Garrick Field hire agreement had been completed and received; a donation of £100.00 had also been received. These funds would be used to repair the goal mouths of the small goals.

15 Mill Road Residents including Notice board and Dog bin

Notice board - The Clerk had contacted the Bergh Apton Clerk for permission to include the minutes of the Parish Council on their notice board. The notice board is very small and a discussion regarding a new notice board resulted in Chris Black volunteering to ask Andrew Morris if he could supply a new notice board.

Action Point – Chris Black – contact Andrew Morris regarding the supply of a notice board.

Dog Bin – The Clerk had circulated details of Dog bins supplied by Glasdons. It was agreed for the Clerk to order one red Fido 25 waste bin £92.95 excl VAT. Ivan Green would donate a fence post for it to be attached.

Action Point – Clerk- Order the Dog Bin as detailed above.

Once both the Notice board and Dog bin had been received they would be installed close to the Loke on Mill Road, Alington.

16 Police – Speeding and parking issues

Parking Alberta Piece – A complaint regarding residents of Alberta Piece not being able to use the lay-by for parking outside their houses due to school Parking. After researching the matter Adrian Gunson reported the lay-by outside Alberta Piece was not owned by NCC and was there for owned by the housing providers, South Norfolk or Saffron Housing. As this was private land a residents only sign could be installed if requested by residents.

Speed Camera – In a response to a residents question the clerk confirmed the speeding issue had been discussed at the Annual Parish Meeting where volunteers to operate the speed camera were requested and an advert had been included in the “eleven says”. 6 volunteers are required as a minimum and as yet no further volunteers had contacted the clerk.

Wheelie Bin stickers – A supply of wheelie bin stickers had been received. They were given to a resident of Church Road to distribute between residents.

17 Fuel Oil Bulk Buying Scheme

Kevin Gotts reported there were 1800 members in Norfolk and 50 schemes running. The average saving was 9% resulting in £110.00 savings per year.

Action Point – Kevin Gotts – research if a monthly payment plan was available from Norfolk RCC

Norfolk RCC subscription – The group subscription was now due for renewal and had increased from £15 to £20. It was agreed the subscription to Norfolk RCC would be paid by the Parish Council on behalf of the schemes members.

18 Village Pond - Monthly Inspection Report

There were no new areas of concern highlighted from the monthly report.

Duck Weed - Jack Taylor had met with Ed Stocker the Ecologist from NCC to discuss the duck weed. Due to the removal of the overhanging trees the duck weed had started to grow but was regarded as a food for the ducks. Due to residents over feeding the ducks with bread on a regular basis the ducks were not eating the duck weed and therefore it remained in great quantity. Jack Taylor had discussed with Ed Stocker which insect attracting plants to plant around the pond.

Action Point – Jack Taylor – Obtain buddleia plants for the pond surround.

19 Other Matters for consideration for future agendas - None**20 Next Meeting to be held Monday 1 July 2013**

The meeting closed at 8.25pm

14 January 2013 4 March 2013
25 March 2013 Annual Parish Meeting
 13 May 2013 1 July 2013
 16 September 2013 4 November 2013