

# ALPINGTON WITH YELVERTON PARISH COUNCIL

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Minutes of the Meeting held on Monday 6<sup>th</sup> July 2015 at 7.30pm at Alington Village Hall

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

**Also Present:** Linda Gray (Clerk) Vic Thomson District Councillor 7 members of the public

**This meeting was quorate**

Jeremy McNulty introduced Vic Thomson the new District Councillor to the Parish Council and acknowledged the sad passing of Derek Blake who would had recently been elected as the new County Councillor for the Parish. Residents were aware of the work, commitment and many years service of Derek Blake as a District Councillor, Parish Councillor and resident of neighbouring Bergh Apton. Kevin Gotts would attend the funeral as a friend of the family and representative of the Parish Council.

1. **Apologies of absence** were received and accepted from – none
2. **Declaration of Business and Pecuniary Interest**  
Item 9 David Whitehead – Non pecuniary interest – Nichols Road  
Jack Taylor – Pecuniary interest Wheel Road only  
Jeremy McNulty – Non pecuniary interest – Church Meadow
3. **Minutes of the meeting** held on 11 May 2015 were agreed to be a true and accurate record and duly signed by the Chair.
4. **Matters arising**  
**Highway Rangers** – Details of work to be completed are sent regularly to the Highways Rangers but Councillors were uncertain of the work that is completed and asked the Clerk to contact highways to organise a system of communication regarding the work completed during their visits.
5. **Co-option of Councillor** – The casual vacancy had been advertised in the village according to the statutory regulations. As no nominations had been received the vacancy would remain unfilled.
6. **Correspondence**  
**Planning Training** – Jeremy McNulty and Kevin Gotts had been accepted on the training at South Norfolk. Vic Thomson highlighted that more sessions would be available as this training would update Councillors of the new guidelines of planning at South Norfolk.
7. **Football Club Changing room project – update**  
Mr Bloomfield from the Football Club reported the work was continuing well but the project was not without its challenges. The clubs constitution was in the process of being amended by a solicitor to remove the liability of the building from club members for the future.  
The Parish Council had seen a copy of the draft building contract and were assured all documentation was in place. Ivan Green remained concerned that after many requests the Parish Council were not in receipt of the building contract or insurance documentation of the builder and Mr Bloomfield confirmed he would send all the documentation required to Ivan Green.  
The Clerk reported cheques had been presented for the invoices sent through and two amounts of grant funding had been received from the Football Foundation.  
David Whitehead confirmed the lease had been viewed by a solicitor and that an agreement to lease was required. He continued that to allow the VAT to be reclaimed on the project and in order for the Football Club to make significant savings on the building project the Parish Council would need to charge VAT on the property as a capital item and for the lease agreement to be of a commercial level rather than a peppercorn agreement.

## 8. Finance

**Payment table** – Councillors agreed the payment table

**Online payments** – The process for engaging this process with the bank had not been without its problem and the Clerk would resubmitting the relevant paperwork to the bank.

**Internal Auditor** – Terms of engagement document – David Whitehead confirmed the document requested by the new Internal Auditor, Jacquie Clarke was a standard form but clarification was required regarding charges being hourly or as a standard item charge. Jeremy McNulty signed the document subject to the clarification and confirmation of the charge being for a standard item.

### **Review of Insurance policy**

Jack Taylor reported the Village Hall Committee required a breakdown of the capital items relating to the premium. The Clerk was requested to contact Came and Company for a breakdown of the premium and to establish the requirements of the insurance company in relation to the Football Club building project. In the meantime the builders insurance policies for the building and public liability covered the project.

## 9. Planning

### **Church Meadow Development Update – Nothing to report**

**Footpath – Church Meadow** – Documentation regarding adding this Footpath to the definitive footpath map of Alington had been received. Councillors commented that they approved the change and would highlight that the right of way access would need to be addressed by Norfolk County Council as presently there was a barbed wire fence and overgrown vegetation blocking the access to the new footpath. The Clerk was asked to obtain a progress report regarding the installation of kissing gates on the same land.

**Cherrywood Footpath** – Kevin Gotts reported the footpath remained overgrown although some work had been completed. The Clerk was asked to contact the Highway Rangers to gain confirmation of their recent work in the village and to request that further more substantial removal of overgrowth was undertaken by the rangers before their next visit.

**Footpath – Across the Solar Farm land** – The Clerk confirmed the request for this footpath to be added to the definitive map had not been confirmed and she would obtain a progress report for the next meeting.

### **Wheel Road Development – Update**

Plans to change the aesthetics of one dwelling and building materials of other dwellings had been received. Councillors remained concerned regarding the amount of large 4 and 5 bedroomed properties that were included in the plans and had requested that the amount of smaller dwellings should be increased to address the requirements of the village. A resident also highlighted the short amount of time allowed for the consultation for the recent revision. It was reported the developer was considering implementing a 30 minutes waiting/parking bay in front of the school on Wheel Road to address the all day parking issues.

### **Local Development Framework – Update**

Mr Thomson, District Councillor confirmed the process was continuing and he would check the changes to the Local Plan concerning Nichols Road.

## 10. Parishioners questions and reports from the District Councillor

**Planning** – The Clerk highlighted to Mr Thomson that information regarding revised planning information available on South Norfolk planning pages was inadequate and required significant update. For Councillors to be able to sufficiently locate additional information regarding revised planning applications a summary of additional information was required and clearer naming of documents to aid consultation.

## 11. Solar Farm Update

The access road and the speed limit had now been removed from the A146 signalling the completion of the construction of the Solar Farm.

**Landscape Plan** - Mr Thomson, District Councillor reported the planting plan had not been implemented and Lightsource were appointing a new landscaping company to complete the work in November 2015.

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## **Community Benefit Funding – Application process**

All Councillors had been instrumental in reviewing the application process and policy document. The amended policy was discussed and further changes were made. Jeremy McNulty acknowledged to residents that the intention was not to make the application onerous but to protect the Parish Council and their agreement with Lightsource regarding the criteria for the distribution of the funding. Mr Thomson offered the services of South Norfolk to review the wording of the policy and application form when required.

## **12. Dog Bin – to use as a replacement or locate in a new site**

After a discussion it was agreed the gifted Dog bin to be installed on the Garrick Field close to the new Football Club changing rooms when complete. If placed next to the litter bin it was hoped this would encourage residents to place items in the bins appropriately saving John Lain from removing dog fouling from litter bins while hand sorting recyclables.

## **13. Garrick Field Monthly Inspection Report**

John Lain highlighted a couple of incidents where teenagers had left the remains of small fires and on one occasion he had to extinguish flames. The risk to others was significant and Councillors would remain vigilant observing the situation. The Clerk was asked to report the incident to the PCSO's at Poringland. There were no other issues to be highlighted that the Parish Council were not already aware.

**Japanese Knotweed** – work to eradicate the plant remained ongoing.

**Brooke Reserves** – Jack Taylor had spoken to the manager of the team and to date they had not returned to play on the field.

**Goals** – Due to the building work taking place on the field and health and Safety issues, all the goals had been removed and would be reinstated when the building work was complete.

## **14. Play Area Monthly Inspection Report**

Kevin Gotts reported that work to refurbish the cross bar of the swing set was required, a working group was organised. Parts of the fence required stapling in place and the gates needed tightening. It was agreed the bench that required work was owned by the village hall and they would be notified. A gravel board required attention and re fixing.

## **15. Village Pond Monthly Inspection Report**

No areas to highlight that the Parish Council were not already aware. The edge of the pond had been trimmed by Norse.

## **16. Police – Speeding and parking issues**

Parking on Wheel Road continued to be an issue and the developer was considering making a limited parking bay in front of the school once the car park was complete.

The van parked close to the Affordable housing development continued to be a concern.

## **17. Fuel Oil Bulk Buying Scheme**

Membership was good and the price remained competitive

## **18. Other Matters for consideration for future agendas**

Insurance Policy – Came and Company – Village Hall Breakdown and Football Club changing room premium.

Footpaths Church Meadow – Cherrywood - Footpath across the Solar Farm

Highway Rangers – confirmation of work completed.

## **19. Next Meeting to be held 14 September 2015**

**The meeting closed at 9.30pm**

12 January 2015                      23 February 2015  
16 March 2015 APM - 11 May 2015 - 6 July 2015  
14 September 2015                      02 November 2015