

Wreningham Parish Council
Minutes of the meeting of the Parish Council
held in the Margaret Preston Room, Wreningham Village Hall on Tuesday 14 March 2017 at 7.30pm.

In Attendance: Cllr M Hill (Chairman), Cllr J Moon, Cllr P Dalmazzo-Aukland, Cllr H Graves

Parish Clerk Anne Rayner
District Councillor Phil Hardy
County Councillor Colin Foulger
6 members of the public

831 To consider apologies for absence - Apologies were received and accepted from Councillors Gauthier and Morris.

832 To receive declarations of interest – Councillor Moon declared an interest in planning application 2017 / 0382 and also planning application 2017 / 0518 (issued subsequent to the agenda being published).

833 Open Forum, including reports from District & County Councillors and PCSO, if present – District Councillor Hardy spoke about the Community Governance Review and explained that the review hopes to identify some parishes that would be willing to work together, saving salary and administration costs. Figures show that many South Norfolk parishes have had uncontested elections for the last 3 elections, bringing into question the democratic process in some Parishes. Other Parish Councils struggle to recruit the required number of Councillors. The review will be Parish led. A Parish's initial response will need to be made by 12 June 2017. Councillor Hardy confirmed he has highlighted concerns about the Church Road development to the planning officer at South Norfolk Council. Councillor Hardy confirmed the Parish Council will soon receive funds from the combined grant made by himself and Councillor Foulger towards the Broadband improvement at the village hall.

County Councillor Foulger reported that for this year only departments at the County Council with an overspend will have their debts settled from reserves. Tighter budgetary controls are in place to ensure they keep within their budgets in the future. Any departments that are projected to overspend will be required to identify savings within their own departments to make good their shortfall.

Mr Ryder, footpath warden, reported on a fallen tree across footpath 7 (Mill Lane to Church Road) and also an issue with footpath 10 (Ashwellthorpe Road to The Street, Ashwellthorpe) being churned up by horse riders. Further investigation into footpath 10 calls into question the current route of footpath 10, as the definitive map shows the footpath on the East side of the stream, as opposed to the West side where the path currently runs. It was agreed that the footpath warden will contact the rights of way officer at Norfolk County Council to see what can be done to correct the issue of footpath 10.

A member of the public said that the Mardle was created by the village hall management committee as a means of publicising events at the new village hall. Over the years it has become more of a community newsletter. It was suggested that it may be more appropriate for the Parish Council to take ownership of the newsletter, as they would have funds to support it. The Chairman confirmed he will discuss this with the village hall management committee. **Action MH.**

834 To approve the minutes of the last meeting (10 January 2017) – The minutes were approved without alteration and signed as correct by the Chairman.

835 Administrative Issues

- **To appoint an internal auditor for the end of year** – Councillors unanimously agreed they were satisfied with the services of Trevor Wadlow for the internal audit. The clerk will approach Mr Wadlow to see if he is prepared to undertake the audit again this year.
- **Community Governance Review** – As covered in the District Councillor's report, this consultation is open for responses from 20 March.
- **Review Financial Regulations Policy** – It was agreed that no changes are needed to the Financial Regulations Policy.
- **Review General Risk Assessment Policy** – Some minor amendments have been made to this update policy. A copy of the new version will be available on the website. It was agreed that as well as the clerk backing up to a USB stick, there will be a secondary back up to another USB which will be retained by the Chairman. **Action AR.**
- **Broadband Planning** - As mentioned earlier in the meeting, a grant has been received to provide a super hub for the village hall, which should provide access within the hall and up to 300 metres from the building. The current service of 2 Mbps should increase to 75 Mbps. Some discussion took place as to who would benefit from this and logistically, how they would benefit. It was agreed that as the improvement has been funded via a grant and there will be an improvement to the service, this can only be a positive step.

836 Planning

- **Planning applications received** (Councillor Moon left the room whilst both plans for Elm Tree Farmhouse were discussed.)
 - **2017 / 0382 Elm Tree Farmhouse – External staircase & conversion to annex** – Councillors discussed this application and raised no objections.
 - **2017 / 0427 Glebe Farm – Replace fence and gate with wall, pillars & new gate** – Councillors raised no objections to this application.
 - **2017 / 0518 Land South of Elm Tree Farmhouse - Outline application with all matters reserved for a detached chalet bungalow** – This application was discussed at some length, with Councillors deciding they could not support this application as the proposed dwelling is outside of the development boundary.

Councillor Moon re-joined the meeting.

- **Planning decisions**
 - **2016 / 2844 Beech Tree Cottage, Top Row – Conservatory to rear -**

Approved

- **2016 / 2860 Land off Church Rd – Discharge of conditions**
- **Planning comments submitted between meetings – None**

837 Village Maintenance and Highways

- **Public Access Defibrillator – maintenance and training** – The Parish Council have a managed solutions package with the Community Heartbeat Trust, which covers maintenance contracts. It was agreed to suggest some dates on a Thursday evening,

commencing at 6.30pm, for the defibrillator training. It was felt that two training sessions would be favourable, to try and make the sessions available to as many people as possible. The clerk will contact CHT. **Action AR.**

- **Play area – Consider quotes for repairs / changes to surface, receive inspection reports & consider repair to damaged fence** – the quotes for the surface repair / change were considered. The quotes were considered, as were alternative options. Councillor Moon felt that solid matting laid underneath the existing matting may prove a more permanent solution. It was agreed to trial one area like this, with a view to getting it checked at the next play area review to ensure it meets the required health and safety standards. It was agreed to proceed with the replacement of the rotten timbers. **Action AR.**
- **Consider the quote for service and repair to the zip wire** – The quotes for the repairs and service to the zip wire were considered. It was agreed to accept the quote from Eastern Play Services Ltd. **Action AR.**
- **Vandalism to the marketing signs on Church Road** – Noted.
- **To agree a date for the spring clean of the play area** - It was agreed to meet at 9am on Saturday 8 April, with a view to undertaking a spring clean of the area and laying one area of replacement matting. **Action All.**
- **To consider applying for a 50% grant towards new goalposts** – The school have confirmed they do use the goalposts. Grants are available for 50% of the costs of new ones. The clerk provided examples of the types and costs of posts available. It was agreed to apply for the grant and purchase the socketed steel youth size goal posts, at a cost of £445.
- **Decide on the adoption of the BT phonebox** – A firm decision needs to be given to BT, or the phone box will be removed. Councillors resolved to proceed with the adoption of the phone box. **Action AR.**
- **Kerb at corner of Church Road development** – Several issues relating to the Church Road development were discussed. A possible planning breach to do with the trod path was raised, however, it has been confirmed that Norfolk County Council insisted that the trod be constructed in a way different from the original plans, as they will be adopting it and will be responsible for the future maintenance. They envisage that it will be driven over and this method of construction makes it easier to repair. Also, the kerbstones are an integral part of the road edge definition and the developers are re-instating the verge to align with the kerbstones. Therefore they should not be removed. The developers have confirmed the verges on the opposite side of the road from the site will be made good before they leave. A comment was made about the lack of cleaning of the road, it was particularly noted that the road was left in a dreadful muddy condition over a weekend recently. Residents had raised concerns about the condition of the drains along the roadside following the passage of many heavy vehicles over them during the building works. These issues have been discussed with a representative of FW Properties. The clerk will contact Pentaco and FW Properties about the condition of the road. Finally, it was noted that the houses were almost all sold, with one being occupied already. **Action AR.**
- **Wheelie bin speeding stickers** - The clerk will contact South Norfolk Council to see if permission is needed to place the stickers on the bins, with a view to purchasing 500.
- **SAM2** – One of the six parishes sharing the SAM2 has dropped out and Barnham Broom would like to buy the other parishes out, leaving them as permanent owners. Following discussion, it was agreed to retain the SAM2 for the next couple of turns, with a view to the

parish applying for its own SAM2, if the parish partnership scheme is available again this year.

- **Any time limited village and highways issues** – None to report.

838 Finance

- **To receive and approve the financial report** – the financial report, circulated in advance of the meeting, was approved.
- **To approve the following payments:**

Chq no	Amount	Payee	Notes
100188	£ 301.62	A Rayner	Feb & Mar salary
100189	£ 155.00	Post Office Ltd	Q4 tax
100190	£ 220.00	Wren Social Club	Litter pick money (replacement)
100191	£2650.00	D Reeder	Tree works
100192	£ 95.70	Excel Electrical	Defib Installation

839 Correspondence

- **Hornsea Project Three Offshore Wind Farm** – Copies of the report of the initial consultation are available and these were circulated. The final location of the substation is unknown as yet.
- **Tree Warden Scheme** - This is an appeal from South Norfolk Tree Network for a tree warden in every parish. It was agreed to place an advert for a volunteer on the website.
- **Footpath Warden Newsletter** – Noted.
- **Response to Broadband letter** – The Chairman read out the response from Karen O’Kane, Programme Director, Better Broadband for Norfolk. Councillor Dalmazzo questioned the fact that the response was from Karen O’Kane; he expected a response from Richard Bacon MP. The Chairman advised that a formal letter was sent to Karen O’Kane, as programme director, with a copy sent to Richard Bacon. Councillor Dalmazzo disagreed that this action had been agreed and required an explanation as to why the letter had not been written directly to the MP, Richard Bacon. An increasingly heated discussion ensued. The Chairman halted the meeting at 9.50 pm because further business could not be transacted. The remaining items to be carried forward to the next meeting.
- **Pensions declaration**
- **CPRE declaration**
- **Donation request from Norfolk & Norwich Association for the Blind**

840 Date of next meeting – 9 May 2017, with the Annual Parish Meeting to be followed immediately by the Annual Meeting of the Parish Council.