

MELTON CONSTABLE PARISH COUNCIL

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MINUTES of the meeting of Melton Constable Parish Council held on 13th December 2011, 7.30pm at The Country Club.

Present: M.Hayes Chair
F. Bruce
I. Bruce
A.Carr
J. Cox
J Heal

J. Carr Clerk

No members of the public, District or County Councillor

1478 To Consider Apologies for Absence

On a **PROPOSAL** by Cllr Carr, seconded by Cllr Heal it was unanimously **AGREED** to accept apologies from Cllr P Stocking due to ill health

1479 Minutes of the Parish Council Meeting held on 8th November 2011

It was **RESOLVED** unanimously to accept the minutes of the meeting held on the 8th November 2011 as a true and accurate record.

PROPOSED: Cllr I Bruce, **SECONDED,** Cllr A Carr

1480 To receive declarations of interest in items on the agenda

There were none

1481 Matters Arising from the last Minutes

Thank you notes for donations have been received from the Citizens Advice Bureau and the Norfolk Accident Rescue Service. An email has been received from BT to say that the phone box will be repaired and usage monitored before a final decision on removal is made.

Village sign: current status on removal plans for refurbishment is to be checked.

1482 County/district Councillor Report and Public Participation

The meeting was adjourned at 7.35.

There was no representation from County and District Councils and no public were present
PC Wedderburn presented the SNT Report: No crimes were reported; 7 calls were received including a road traffic collision, a highway obstruction and suspicious circumstances but none for anti-social behaviour. Current priorities are theft and preventative measures and anti-social behaviour in Briston and Melton Constable.

The next SNAP meeting is on Wednesday 14th December at 7pm at the Holt Youth Project. PC Wedderburn reminded the Parish that the non emergency number to call for the police is 101. 999 should still be used for emergency calls.

There are to be some changes in the police contacts as PC Wedderburn will now be stationed at Fakenham, though he will still cover the Parish area. The teams for Neighbourhood and Response Policing are to be combined. PCSO Guy Slade and PCSO Jason Ford will be based at Holt as local contacts as will PC 183 Mike Blowers who will be the regular police representative at future Parish Council meetings.

The Co-Op is to increase staff training and security measures in view of the recent thefts.

The meeting reconvened at 7.44pm

1483 Members Reports

Churchyard: grass is longer than usual at this time of year due to the warm autumn, otherwise all fine.

South Side: the environment agency is investigating a complaint from a resident regarding noise from the potato stores.

Earthmoving works have been noted on the Lomax site which suggests that the potential for the footpath to be replaced may be compromised. Chair Hayes will contact Briston PC to request clarification

Bus Shelter: Existing graffiti is fading and none has returned. The cigarette butt waste is increasing. Cllr Carr offered to clear this.

The grass cutting annual invoice for this area has been received and concern expressed about the cost of all grass cutting in the parish and the need to introduce a purchase order procedure was discussed.

North Side: fine

Play Area: The annual safety inspection has been carried out. The report suggests repairs required but these were assessed as low risk. Cllr Heal is planning a site visit with parish handyman and volunteer to assess the repairs and costs and report back to the Council with recommendations.

It was noted that the slide on the Recreation Ground was not included in the inspection but should be included in 2012.

Recreation Ground: Four quotes have been received for the annual grass cutting service, which ranged from ££1220 - £1990. It was agreed that customer references should be obtained by the Clerk before appointing any company. It was unanimously **AGREED** on a **PROPOSAL** by Chair Hayes, **SECONDED** by Cllr Heal that Cllr I Bruce should reply thanking the companies providing quotes. Further discussion in order to reach the final decision will be scheduled for the January Parish council meeting.

It was unanimously **AGREED** on a **PROPOSAL** by Cllr I Bruce, **SECONDED** by Chair Hayes to accept the quotation provided by Gooch pest control for the control of mole infestation. **Clerk to action.**

Allotments: NNDC were called to examine the tree which had caused concern. It was not considered to be a danger and so it was unanimously **AGREED** on a **PROPOSAL** by Cllr F Bruce, **SECONDED** by Cllr J Heal that this should be left standing.

One tenant has still to pay the annual rent and will be reminded of their obligations as set out in the tenancy agreement. **Clerk to action.**

NNDC have yet to reply regarding the asbestos and footpath issues. Cllr Wright will be contacted. **Chair to action.**

1484 Lighting and electricity costs

Clarification is to be sought from UK Power regarding their plans for the cabling supporting the two mid-span lights situated over Briston Road. These can no longer be maintained by MHB Services. Once this is determined, then further work can be done to obtain an updated assessment of maintenance and electricity costs. **Clerk to action**

1485 Briston Road drainage

Work is ongoing.

1486 Bus Shelter plaque

This was postponed to the January meeting due to Cllr Stocking's absence.

1487 Grit Bin notice

On a **PROPOSAL** by Chair Hayes **SECONDED** by Cllr Heal it was unanimously **AGREED** to accept the changes to the wording of the proposed notice and to have this written and laminated **by the Clerk** for Chair Hayes to place on the bin.

1488 Water Towers

No reply has yet been received to the letter sent on 11th October. On a **PROPOSAL** by Cllr Heal, **SECONDED** by Cllr Carr, it was **AGREED**, with 1 abstention, to write again requesting a reply within a specified timeline. The letter will be drafted and circulated to members for final approval prior to sending. **Clerk to action.**

1489 Notice Boards

No reply has been received from the Co-Op. The current notice board is badly in need of repair. An offer of a free board from Talk Talk was discussed. A decision will be deferred until the January meeting. In the meantime, Mr Stocking will be contacted to provide a timeframe for repair of the current board. **Clerk to action.**

1490 Delivering Local Highway Improvements

As the Parish Council cannot fulfill the criteria required, there will be no action on their proposal.

1491 Melton Street pavement waste

A van parked on a site adjacent to Grove Road and waste dumped outside a house on the pavement of Melton Street is causing a potential nuisance. On a **PROPOSAL** by Cllr Cox, **SECONDED** by Cllr Heal, it was unanimously **AGREED** to write to the owner of the van and the occupier of the house requesting removal of the waste by the end of January or further action will be requested of NNDC.

1492 2012 Meeting Times

On a **PROPOSAL** by Cllr Carr, **SECONDED** by Cllr F Bruce it was **AGREED**, with 3 in favour and 2 against, to change the time of the Parish Council meetings in 2012 to 7.15pm.

1493 Parish Boundary

Further research has identified an opportunity to reopen the discussion regarding the boundary of Melton Constable Parish due to a change in legislation. Considerable discussion and planning will be required in order to progress this. On a **PROPOSAL** by Cllr Carr, **SECONDED** by Chair Hayes, it was unanimously **AGREED** to arrange an informal meeting as councillors felt that more discussion would be needed before the detail of this project was presented to the village. A date in February is to be arranged by the Clerk after due consultation with members.

1494 Community Hero Award

The Parish Council wishes to congratulate Catherine Mackenzie-Dodds for receiving this award, which was presented to her at a ceremony in Aylsham by Norman Lamb MP.

1495 Planning Applications

PF/11/1370: Erection of two storey rear extension, porch, replacement conservatory/sunroom and detached replacement garage/store with studio above. Ridlands Cottage, Ridlands Road, Briston Melton Constable, NR24 2LU

On a **PROPOSAL** by Cllr Heal, **SECONDED** by Chair Hayes, it was unaimously **AGREED** to reply with 'no objection, no comments' to this application.

1496 SLCC Membership

On a **PROPOSAL** by Chair Hayes, **SECONDED** by Cllr F Bruce it was unanimously **AGREED** not to renew the subscription for the forthcoming year.

1497 Financial Governance Policy

On a **PROPOSAL** by Chair Hayes, **SECONDED** by Cllr Heal, it was unanimously **AGREED** for each Councillor, in rotation, to check the finance records of the Parish Council on a quarterly basis with the Clerk.

1498 Monthly Financial Statement

On a **PROPOSAL** by Cllr Heal, **SECONDED** by Cllr Cox it was unanimously **AGREED** to approve the financial statement for November

1499 Payments

On a **PROPOSAL** by Cllr Cox, **SECONDED** by Cllr F Bruce it was unanimously **AGREED** to approved the following payments:

M Hayes	stall rent - Autumn Fair	£5.00
J Heal	varnish - play area	£23.35
J Carr	Grit Bin	£120
MHB Services	Lighting maintenance	£55.14
NNDC	Election costs	£628.05
I T Kendall	Bus Shelter grass cutting	£200
Eon	electricity-Nov	£86.96
Eon	electricity-Dec	£86.96
TOTAL		1205.46

1500 Correspondence

<u>Received From</u>	<u>Summary of Contents</u>
NCC	Norfolk Gritting routes large poster and covering letter
Playground Supplies Ltd	Preview Catalogue Sept 2011-March 2012
Norfolk Playing Fields Assoc.	Autumn Newsletter

1501 Items for next agenda

Website Policy
Energy Event
Agenda Items
Probation Service – voluntary work on Recreation Ground
Bus Shelter Plaque
Purchase Order policy

1502 Date of next meeting

It was resolved that the next meeting would be held on Tuesday 10th January 2012 at **7.15pm** at the Country Club.

PLEASE NOTE THE CHANGE OF START TIME FOR THE NEXT MEETING

The meeting closed at 9.45pm

Clerk

Chair

Dated