

SWANTON MORLEY PARISH COUNCIL

A meeting of Swanton Morley Parish Council was held in Swanton Morley Village Hall on Monday 8th April 2019. The meeting commenced at 7.30pm.

Present: Mr R. Atterwill (Chairman), Mr G. Curran, Mr J. Rodrigues, Mr B. Marsham, Mr S Westbury, Mrs B O'Dowd and Mr S O'Dowd. Also, in attendance were Mr R. Richmond & Mr R Duffield (District Councillors). Sgt Howse and Parish Council Gilluley (Norfolk Cobstabulary). Mrs K Pickard (Clerk). And twenty four members of the public.

Matters Raised Under Time Allocated to the Public.

Sgt Howse addressed the room with information about the SNAP meetings that are held to update the local community with information regarding policing in the Dereham area. PC Gilluley then updated the room on how crime statistics in local areas are now presented and explained the corporate policies behind collating the information in clusters of villages or larger areas, in order to protect victims' identities.

Sgt Howse and PC Gilluley left the room.

Twenty three members of the public attended in order to discuss a survey that had been sent to the residents of Davidson Park with a view to investing some of the money received from the transfer of ownership of land there to improve the site. Parish Councillors were happy to hear the views of the residents and have taken on board all of the comments made. Mr Atterwill re-enforced the message that this was purely an exercise to determine how or if the money could be used to enhance what is already a wonderful community space for the whole village to enjoy. The Parish Council wanted to be open with the residents and gauge the general feeling with regards to the Green Open Space. It was also suggested that the residents should contact their Solicitors regarding the covenants on their properties in order to better understand their legal position. So far, the Parish Council have received 52% of the surveys back and will consider this information ready to discuss further at the next Parish Council meeting on Monday 13th May.

23 Members of the public left the room.

District and County Councillor Reports

Mr Duffield took to the floor to deliver an update regarding the planning application from Hopkins Homes. Breckland District Council are trying to negotiate with the Developers to make improvements, but it is proving very difficult.

Mr Robert Richmond then took to the floor stating that he had attended the Patient Participation Group at Hoe Church that was organised by Mrs Judith Wood. The group had previously talked about the concern of medication being held up due to Brexit but the feedback from this meeting is that even though there is a lack of storage, the surgeries are not short of medication. Mr Richmond then advised that the surgery now has eight Doctors. The telephone system has been very confusing for making appointments, so this is being addressed.

Mr Duffield then returned to the floor to address an email received on 30th November from Mr Graham Parfitt regarding the Garages on Middleton Avenue. Mr Atterwill expressed his disappointment over the unsightly sites, stating that Breckland Council have shied away from the situation instead of taking the lead.

It was suggested that Breckland Council need to start engaging again on this project. They have the building inspectors and enforcement powers in place to take a lead on this. Mr Atterwill requested Mr Richmond provide an update at the next Parish Meeting on how Breckland are identifying the owners and moving forward with this issue.

The Meeting Went Into Session**1. To Accept Apologies for Absence**

Apologies were received from Mr K Tidman and Mr J Keen.

2. To Receive Declarations of Interest

Mr Westbury declared an interest in item 7c.

3. Minutes from the Parish Council Meeting of 11th March 2019 to be accepted, initialled and signed.

Mr Rodrigues proposed that the minutes be accepted as a true and accurate record of the meeting, seconded by Mr Marsham and carried. Mr Atterwill signed the minutes as a true and accurate record of the meeting.

4. Matters Arising from Minutes of 11th February 2019 (For Exchange of Information Only)

None raised.

5. Finance**a) Accounts to approve for payment:**

In addition to those items listed on the agenda the Clerk advised that three further invoices had been received. There were payment requests from Instantprint for the Mardler - £96.00. Norfolk Parish training and support for Mrs Di Dann to complete the Internal Audit for £247.48. And the Community Heartbeat Trust for the Defibrillator Rescue kit for £15.60.

Mr Rodrigues proposed that the following be authorised seconded by Mr O'Dowd and carried.

Payee	Detail	Payment Method	Total Amount Payable	Of Which VAT Reclaimable
Staff Salaries/HMRC/Norfolk pension fund	March – Made under contract	Direct to Bank	£2811.29	
E-On	Street Lighting	DD	£72.02	£3.43
Scribe	Accounts Software	Bacs	£624.00	£104.00
CGM	Grass Cutting Village Green	Bacs	£16.34	£2.72
CGM	Grass Cutting Burial Ground	Bacs	£5.33	£0.89
InstantPrint	Mardler Copies	Bacs	£96.00	
Norfolk PTS	Internal Audit	Bacs	£247.48	
Community Heartbeat	Rescue Safety Kit	Bacs	£15.60	£2.60
	TOTAL		£3888.06	£113.64

b) Income to be Reported

The following income was reported as being received:

Income Received From	Details	Amount
Barclays	Interest	£150.00
Festival	Stall Holder	£50.00
Nationwide	Interest	£157.63
	TOTAL	£357.63

c) To receive an update on the purchase of the Scribe Accountancy software

The Clerk advised that the Software had been installed and training had been provided to the Clerk and Administrator. The finance reports for the next Parish Council meeting will come from the new Software.

d) To receive the Internal Audit Report and discuss any comments.

Mr Atterwill advised that the Internal Auditor was very pleased.

It was agreed that the Finance Sub Group would meet in early May to discuss any recommendations.

e) To discuss the possibility of transferring the Davidson Park funds into the Nationwide Savings Account to maximise on the interest.

Mr Atterwill advised that the interest rate is higher for savings, using the Nationwide account. Mr Atterwill has suggested that until such time that the funds would possibly be used for improvements at Davidson park that the Parish Council Transfer the sum of £41,611.85 into the Nationwide Account. (This figure takes into account some work that has already been carried out on the site).

Mrs O'Dowd proposed that the funds be transferred seconded by Mr Rodrigues and carried.

f) To agree the transfer of £12,221 from the Nationwide Account into the Barclays account. This amount has been earmarked for the work on Harkers Lane and the Installation of Safagrass matting to play areas.

Mrs O'Dowd proposed the transfer of £12,221 go ahead seconded by Mr Westbury and carried.

6. Land and Planning

a) To Consider Responses to Breckland District Council for the Following Planning Applications:

None received.

b) To Receive Report on Planning Decisions by Breckland District Council

Mr Atterwill reported the following;

3PL/2019/0043/HOU - 5 Greengate Swanton - New raised roof creating new first floor accommodation to include two dormer windows and new roof lights.

Permission Granted.

3NM/2019/0021/NMA - Development off Gooseberry Hill – Amendments.

Permission Granted.

c) To Receive Update Report on Breckland District Council's Local Plan

Mr Richmond updated that an additional six-week consultation on main modifications MM18, MM119 and MM148 ONLY will commence on Wednesday 3rd April 2019, the comment deadline is 5pm Wednesday 15th May 2019. This extension is necessary as a formatting error resulted in these modifications displaying incorrectly on the consultation portal during the original consultation period.

d) To Receive Update on the Progress of the Neighbourhood Plan

Mr Atterwill reported that the 6-week Public Consultation ended on Friday 8th March. Mr Atterwill is to contact the Neighbourhood Planning Officer at Breckland Council and discuss the Examination process. Mr Atterwill will request the copies of the comments made however these will not be released until the examiner approves this request.

7. To Consider Matters for Attention for the Following Parish Assets

a) Churchyard at All Saints' Church

Mr O'Dowd had sent a report electronically. It had been noted that the burial ground needed some work and there were some graves that had been poorly filled. There has been a suggestion of a work party to attend on 27th April weather permitting. Mr O'Dowd also updated that the car that had been previously parked at the gates has now been moved.

b) Swanton Morley Cemetery

A report was received that there is nothing to report.

c) Swanton Morley Allotments

Mr Atterwill advised that he has been in regular contact with Mr Turner (SMART). There has been an outstanding issue with one of the Allotment holders. This has resulted in outstanding work to be carried out on their particular plot. Mr Atterwill and the Clerk are in contact with the Tenant to agree a suitable solution.

Mr Marsham was called to look at the water tanks on site. Mr Marsham identified that these are leaking due to the plastic becoming brittle. Mr Marsham has suggested that all five of the valves be replaced. Mrs O'Dowd proposed the five valves be replaced seconded by Mr Rodrigues and carried.

i) To receive an update regarding new allotment holders.

The Clerk advised that all of the Plots are now filled and there is a healthy waiting list.

d) Swanton Morley Playing Fields and Village Green

It had been noted that the notice board on the Village Green needed to have some repair work carried out. Once this is complete the Clerk will update all information inside.

A slat on the front of one of the benches on the Village Green also needs repairing. Mr O'Dowd proposed that Mr Banham carries out the work seconded by Mr Rodrigues and carried.

e) Swanton Morley Common Lands

No Report received.

i) To receive update report on Installation of Picnic Bench at Burgh Common.

Mr Marsham is to rebuild and install this.

f) Street Lights

Mr Atterwill reported that the test certificates had still not been received. The Clerk is to chase these up as a matter of urgency.

There is a street light on Ward Crescent that is wobbly. Mr Masham is to post crete this.

g) Meadowview Estate (Davidson Park).

i) To receive an update on the purchase of a dog bin on Meadowview estate.

The Clerk advised that this has been purchased by the Parish Council. We are just awaiting site permission and the agreement to empty this additional bin from Breckland Council. As soon as all documents are in place the bin will be installed.

ii) To agree proposed communication from SMPC to the residents of Meadowview estate regarding the purchase of play equipment.

The Clerk and Administrator hand delivered surveys to the residents. The Parish Council have received back over 50% of these and the information is to be collated ready for the Parish Council meeting in May.

8. Highways

a. To Receive Reports of Highways Faults / Matters for Attention

i) To receive an update report from the Clerk following the meeting with Highways.

The Clerk reported that all of the work that has been reported is now scheduled for completion over the next 35 days.

In addition to these works there is an ongoing problem of flooding outside the Barracks as well as gullies and holes on the bends towards the Egg farm.

The Clerk is to keep in touch with Highways for an update.

b. To consider installation of Flower Boxes on the Town Street/Elsing Road Island.

Mr Marsham is going to obtain plastic containers to build the flower boxes from. Mr Marsham and the Clerk need to ascertain the locations of these flower boxes in order for them to comply with Highways regulations and any licences that need to be applied for.

9. To Receive Update on Community Car Scheme and Agree any Actions Necessary

The Clerk advised that things are still the same with the Scheme. The Scheme requires more volunteer drivers and possibly a co-ordinator in the Village to run this.

10. To Receive Update on the Swanton Morley Festival

Mrs O'Dowd presented the report. There is a suggestion to contact our regular hirer groups to prompt entry of the Talent Showcase. All applications for the competitions are now available in the foyer of the Village Hall however it was suggested that a pack could be delivered to Swanton Morley Surgery and Swanton Morley Stores. Mr Atterwill and the Administrator have also volunteered to build a scarecrow for the entrance of the Village Hall to encourage applicants.

The Clerk is to chase up Strikes Bowling for the donation of the family ticket.

11. To receive an update report on the forthcoming elections.

Mr Atterwill and the Clerk reported that there will be no elections held for the Parish. Two Councillors have stepped down leaving two vacancies. The Clerk is to contact Democratic Services in May to advise them of this and await the Notice to advertise for a possible Bi-election.

12. The review the new look website.

This item has been deferred.

13. Correspondence (For Exchange of Information Only)

None was raised.

District Councillors left the room.

The Meeting Was Suspended for Further Comment from the Public

None raised.

The Meeting Went Back Into Session

14. Any item to be reported for the next agenda

To receive an update on the results of the survey sent to Meadowview residents.

To consider quotations for Business Cards for the Clerk and Administrator.

15. To Confirm the Date & Time of the Annual Parish Meeting to be held on Monday 15th April at 7.30pm at Swanton Morley Village Hall.

This was agreed.

16. To confirm the Date & Time of the Next Meeting of the Parish Council to be held on Monday 13th May 2019 at 7.30pm.

This was agreed.

The meeting closed at 9.45pm

_____ (Chairman) _____ Date