26.11.2008

Minutes of Poringland Parish Council meeting held at 7.00 p.m. in the Community Centre.

In the Chair: Mr D. Hewer.

1. Attendance Register & Apologies for Absence

Present: Mrs Harrison, Mrs Neal, Mrs Watkins, Mrs Kereama-Ellis, Mr Henson, Mr Overton, Mr Ellis & Mr Kudar.

Also Present: Mr Farrimond & Mrs Milton.

Apologies: Mrs Beard & Mr Walker.

2. To confirm the Minutes of the meeting held on 29th October 2008

Minutes of the last meeting held on 29.10.08, having been circulated, were approved and signed as a correct record.

3. To Report Matters Arising from the Minutes not on the Agenda: For Information Only

3.1 *NALC – Association Area Meeting 'Community Cohesion' 18.11.08*

Meeting cancelled.

3.2 Royal British Legion

The amount raised in Poringland was £2,136.63.

3.2 Leisure Garden Pond

Awaiting a telephone call from Matt Davies of Norwich Fringe Project.

3.3 Parish Council Website

The new website is under construction and the address is www.poringlandparishcouncil.org.uk

4. Adjournment for Public Participation and Councillors with any Prejudicial Interests

Mr Henson proposed Standing Orders are suspended, seconded by Mr Kudar, agreed.

No matters were raised. It was agreed to change the order of the agenda in order to bring the following two reports forward.

5. To receive brief verbal County Councillor's Report

Mr Hemming reported the County Council recently met, there were several motions raised and debated and he outlined details accordingly.

6. To receive brief verbal District Councillors' Reports

Mr Overton reported a SNAP meeting was held last week and the group has been renamed Eastern Rivers Forum. A number of arrests have been made in Poringland following anti-social behaviour. The next Police priority will be the Norfolk Homes development where youths are running through gardens and causing problems for residents. The second priority will be on cars speeding along Caistor Lane and the third will look at working together with the Headteacher and pupils at Framingham Earl High School. Mr Overton confirmed he is now Chairman of the Eastern Rivers Forum and he presented six cheques from the Neighbourhood Grants Fund.

Mrs Neal reported she attended Risk Management Training and the number one risk to Government is a flu pandemic in Britain within the next 10 years.

7. To receive written Community Centre Reports

(a) To report on the installation of Air Conditioning

The Clerk confirmed the planning application has been submitted. Mr Farrimond explained that Pitkin & Ruddock have designed the system with 8 condensing units and he questioned why we could not have four units. He was told that if only four units are installed the cost will increase by about £1,000. Norwich Electrical has been asked to quote for the electrical work and a builder will be contacted shortly. Mr Hewer confirmed that prior to any future capital schemes being discussed a Capital Expenditure Form must be prepared for Council showing full implications.

The Clerk explained that Pitkin & Ruddock have asked for a payment of 50% of the total cost a few days before any work commences. At the time of payment they have agreed to deliver the units to site for safe storage. Mr Hewer asked the Clerk to request a new invoice showing the correct rate of VAT.

(b) Financial Matters
Mr Farrimond confirmed he and Mr Overton attended a meeting with the Contractor, Architect and Q.S. in order to discuss the final account. Mr Harris is convinced his figures are correct and the Contractor will now consider the situation. The Contractor has included a claim for extension of contract but Mr Farrimond explained our view is there are no grounds for extending the contract. Mr Kudar asked for an indication of the figure we are looking at and whether it could be between £20,000 and £40,000. Mr Farrimond explained he would not like to state an amount at the moment. It was agreed to leave this matter until a report is received and a paper prepared for Council showing everything that was agreed.

(c) Police Account
The Clerk expressed concern because interim Certificate No. 13 sent to the Police in May still has not been paid despite numerous telephone calls to Duncan Potter. The sum of £5,962.00 is outstanding. Mr Farrimond also expressed concern because another interim Certificate is shortly due to be issued. The Chairman agreed to investigate on behalf of Council.

(d) Devlin Drive Play Area
Report from ROSPA circulated. The Clerk informed that representatives from Roger Hyde Limited, Flooring Specialists, visited the Community Centre and she asked them to inspect the wet pour surface on the play area in order to obtain a professional opinion. Mr Edward Hyde confirmed the surface is quite satisfactory. Clerk was asked to contact the Company and ask for written evidence. It was agreed to remove the algae from the equipment in the spring.

8. To receive reports relating to the library building
Letter from NPS concerning the pump installation issues circulated. Mr Overton explained that he spoke to Mike Harris who has agreed to take up this matter on our behalf. Clerk was asked to send a copy of the paperwork to Mr Harris.

9. To consider Planning Applications Received for Consultation
9.1 Amended Application – Old Mill Surgery, Stoke Road – Siting of portable office in car park and associated parking at The Railway Tavern, Norwich Road, Framingham Earl. Recommendation approval.

9.2 Poringland Parish Council, Community Centre, Overtons Way, Poringland – Air conditioning and ventilation for Community Centre main hall. Recommendation approval.

Permission Granted
1. Land at Alstons Meadow, Long Road, Framingham Earl. Erection of 21 dwellings and construction of access road.
2. Plots 43-45 Howe Lane – Proposed erection of 2 dwellings..

10. To Consider Correspondence
10.1 *NCC – Norfolk Gritting Routes Leaflet*
Information circulated.

11. To receive report from the Community Centre Management Committee
Minutes of the meeting held on 8.10.08 circulated. Mr Henson informed a cupboard has been provided by SNC to use for storing the Cinema equipment.

12. To Pass Accounts for Payment

1.	Spruce Landscapes (Maintenance to 31.12.08)	£	544.73
2.	Mrs C Milton (Salary & Petty Cash)	£	466.62
3.	Dorset Film Touring (Cinema Expenses)	£	52.05
4.	Norfolk Pension Fund (Superannuation)	£	717.60
5.	Dart Fire (Community Centre Safety Signs)	£	43.13
6.	Poringland PC (Cinema Hiring)	£	520.00
7.	Mrs M. Henson (Cinema Expenses)	£	51.55
8.	South Norfolk Council (Rates 08/09)	£	689.00
9.	Tiscali (Broadband)	£	32.05
10.	Mrs C. Milton (Planning Application Fee	£	167.50
11.	Barclays Bank Plc (Bar Stock)	£	527.31
12.	British Gas Business (Electricity)	£	332.44
13.	Information Commissioner (Data Protection)	£	35.00
14.	Poringland & F/Earl Churches Together (Grant)	£	2,500.00
15.	Homestead Nurseries (Shrubs)	£	59.50
16.	Hugh Crane (Cleaning Equipment)	£	95.46
17.	Veolia ES (UK) Ltd (Trade Waste Collection)	£	59.10
18.	SAFE (CRB Checks)	£	72.00
19.	Teknik Computers (Computer Repair)	£	105.00
20.	SNDC (Play Area Inspections)	£	148.06
21.	Ian Smith (Stationery)	£	73.70
22.	Anglian Water (Water Rates)	£	96.78
23.	Canon (UK) Limited (Photocopier)	£	43.16

All passed for payment.

13. To receive written report from the Chairman

Mr Hewer confirmed he has attended the following meetings - Finance & Governance, Playing Field and Community Centre Management. Two more names have been received in respect of the Community Responder Scheme, making a total of five volunteers. Mr Hewer can now approach the East of England Ambulance Service in order to progress the Scheme. Two names have been received for the Community Speed Watch Scheme but a co-ordinator is needed.

14. To receive written Amenities Committee Report

No report.

15. To receive written Playing Field Report

Mrs Harrison reported the Committee are still seeking grants to help with the cost of the refurbishment work to the Pavilion. The gate and fencing work at the end of Sunnyside Avenue has been completed.

16. To receive written Drainage Reports

Mr Henson reported that repairs to the pitch fibre pipes will shortly commence in Oaklands but work will only be carried out on half the properties. Other Authorities are beginning to contact SNC to enquire about the pitch fibre pipe protocol.

17. To receive written Newsletter Report

A young person has offered to produce a Newsletter in colour.

18. Consultation Document – Communities in Control – Codes of Conduct for Local Authority Members and Employees

Mr Hewer read the document and a copy of his suggested response was circulated. Following a discussion Mr Henson proposed the response as detailed by the Chairman is forwarded, seconded by Mrs Harrison, agreed.

19. To discuss the provision of more Parish Litter Bins
It was decided not to provide any more litter bins in the parish at the present time.

There being no further business, the meeting closed at 8.30 p.m.