

28.04.2010

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 Watkins, Mrs Beard, Mrs Neal, Mrs Kereama-Ellis, Mr Walker, Mr Henson, Mr Ellis & Mr Timson.

Also Present: Mrs Milton, Mr Overton & 1 Parishioner.

Apologies: Mrs Harrison, Mr Kudar & Mr Smith.

2. To confirm the Minutes of the meeting held on 31st March 2010

Minutes of the meeting held on 31.3.10, having been circulated, the Minutes were approved and signed as a correct record.

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

There were no Matters Arising from the Minutes.

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

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

A parishioner referred to South Norfolk Local Plan (March 2003) and asked whether the proposed 20mph zone on Shotesham Road from Carr Lane to The Street was still in force. The Clerk confirmed proposals in the SNLP are still in force and she was asked to check details relating to the proposed development.

The resident asked whether there are any plans to preserve the hedgerows along Carr Lane when this area is developed. Clerk was asked to contact Planning Department and report to next meeting.

5. To receive written Community Centre Reports

(a) Parish Council Issues

Quotations for Pedestrian Access at the front of the Community Centre

Quotation from NCC for £1,023.02 plus VAT to create a pedestrian access. Quotation from Spruce Landscapes for £700.00 plus VAT to lower kerbs and instate 2 bollards on either side, install two drop kerbs and one flat allowing space for pushchair and wheelchair access. Mrs Beard proposed the quotation from Spruce Landscapes is accepted, seconded by Mr Henson, agreed.

Quotation to Scrub and Reseal Main Hall Floor

Quotation from Roger Hyde Limited for £1,635.00 to scrub and reseal the main hall floor. Mr Henson proposed the quotation is accepted, seconded by Mrs Neal, agreed.

New Mandatory Conditions

Information circulated.

Increase in Level of Small Business Rate Relief

Information circulated.

(b) Report from Community Centre Management Committee

Minutes of the meeting held on 10.3.10 circulated.

New Chairs

The Chairman confirmed that 200 folding Chairs and 7 Cart Chairs have been ordered at a total price of £3,000.00 plus VAT.

Insurance

The Chairman confirmed the insurance cover on the Bar Stock has been increased to £2,000.00.

6. To consider Planning Applications Received for Consultation

Applications Received

1. Mr M. Howes, 79 St Marys Road – Proposed single storey rear extension. Recommendation approval.

Permission Refused

1. Sub-division of 11 Carr Lane – Proposed construction of a new 3no bedroom bungalow.
2. Land rear of Holly Bank and The Brambles, Heath Loke – Proposed erection of two detached dwellings and garages.

Application Withdrawn

Fairfield House, Bungay Road – Conversion of existing garage to additional 1no bedroom with ensuite and erection of garage.

7. To Consider Correspondence

7.1 Examination into the Joint Core Strategy – Norwich Development Partnership

Information circulated.

7.2 Norfolk RCC

Information circulated.

7.3 Poringland WI

Letter from Mrs Sanders, WI Secretary, confirming the WI will celebrate their 90th Anniversary this year and they would like to do something of benefit to the community to mark this milestone. Members favour the idea of a seat, providing it meets Parish Council approval. Following a discussion the Clerk was asked to write to Mrs Sanders thanking the WI for their very kind offer and confirm that a seat in front of the Community Centre would be most appropriate. Style of seat to be approved by Council.

7.4 36 The Street

Letter of complaint received about the disgraceful condition of the above property. Clerk confirmed she contacted Environmental Health Department, investigations will be carried out and we will be kept informed of any progress.

7.5 Land on the east side of 6 Sunnyside Avenue

Information from Land Registry circulated.

7.6 Initial Training for Clerks and Councillors – 16th & 23rd June at County Hall

Mr Timson agreed to check his diary as he would like to attend.

7.7 NALC AGM 2010 – Resolutions for Debate

Agenda item next meeting.

7.8 NALC – Allotments – A Growing Pastime – 28.6.10

Short talk at Sprowston PC Offices. Chairman agreed to check his diary as he would like to attend.

7.9 NALC – Open for Business – 24.6.10 – Cromer

Details read by the Chairman.

7.10 South Norfolk Local Development Framework

Details circulated by email.

7.11 NALC – Election of Executive Committee – SNDC Area

Mrs Neal Declared an Interest as she is related to one of the candidates. She signed the register and did not take part in the discussion. Mr Walker proposed that Mr Hewer and Mr Mann are nominated. Mr Henson seconded the proposal, agreed.

8. To Discuss Recommendation from Finance & Governance Committee to increase the weekly hours worked by the RFO from 8 to 10 on the pay scale SCP 23-25

Following a discussion Mrs Neal proposed the hours worked are increased from 8 to 10 as from the appointment date of the new RFO. Mr Ellis seconded the proposal but pointed out that any overtime claims above 10 hours per week must be reported to Council. Six Members voted in favour, one Member voted against, carried.

Mr Henson pointed out that if we go below the threshold we should look at deregistering for VAT at the earliest opportunity.

Mr Hewer confirmed the interviews for the RFO will be held on 28.5.10. It was agreed the Chairman, Vice-Chairman, Mr Walker and Clerk sit on the interview panel.

9. To Pass Accounts for Payment

1. Staff Salaries to 30.4.10)	£ 4,193.85
2. Spruce Landscapes (Maintenance to 30.4.10)	£ 565.79
3. Veolia (Trade Waste Collection)	£ 54.38
4. PWLB (Loan)	£ 4,356.63
5. Teknik Computers (Computer Memory)	£ 30.00
6. Norfolk Pension Fund	£ 984.60
7. ESPO (Gas)	£ 246.93
8. British Gas Business (Electricity)	£ 400.50
9. Ms. L. Gooderham (Bar Stock)	£ 671.19
10. Mrs C. Milton (EDP Advert)	£ 274.39
11. Mr T. Newby (Replacement cheque)	£ 40.00
12. NALC (Subscription to The Link)	£ 27.00
13. The Land Registry (Playing Field Registration)	£ 40.00
14. The Land Registry (Burial Ground Registration)	£ 40.00
15. Mr K Harmer (Scrolls)	£ 50.00
16. Tiscali (Broadband)	£ 34.39
17. Spruce Landscapes (Playing Field Maintenance)	£ 172.05
18. Spruce Landscapes (Community Centre Maintenance)	£ 234.17
19. Teknik Computers (Computer repair)	£ 25.00
20. MCL Mechanical Services (Boiler Repair)	£ 347.89
21. Poringland Community Cinema (Section 137 Grant)	£ 150.00
22. SNC (Rates)	£ 307.36
23. Norfolk RCC (Subscription)	£ 25.00
24. Norfolk ALC (Subscription)	£ 475.50
25. Ian Smith Stationers Ltd (Stationery)	£ 42.46
26. Trevor Allchin Tech. Services (Website)	£ 24.00
27. Teknik Computers (Computer Repair)	£ 55.00

All passed for payment.

10. To receive written report from the Chairman

Mr Hewer reported that on the 8.4.10 he and the Clerk attended a site visit on Shotesham Road to look at the proposed commercial area and a report is being prepared for SNC. He attended the Community Centre Management Committee meeting on 14.4.10 and the Strategic Group meeting on 19.4.10. Mark Bishop from SNC attended the Strategic Group meeting and discussed upgrading the Parish Plan. A very successful Give and Take Day was held at the Community Centre on 24.4.10.

11. To receive brief verbal County Councillor's Report

No report.

12. To receive brief verbal District Councillor's Report

Mr Overton reported that 36 The Street was investigated by SNC about 18 months ago.

13. To receive written Amenities Committee Report

The Clerk confirmed the price for last season to weed feed and apply moss killer to the Cemetery was £520.00 and no work was carried out on the Leisure Garden. Mrs Beard proposed the quotation from Spruce Landscapes to weed feed and apply moss killer to the Cemetery for £540.00 plus VAT and £250.00 plus VAT for the Leisure Garden is approved. Mrs Kereama-Ellis seconded the proposal, agreed.

14. To receive written Playing Field Report

No report.

15. To receive written Drainage Reports

No report.

16. To consider the request for a Grit Bin on the corner of Clearview Drive

Agenda item October/November.

17. To consider the request for a Dog Waste Bin on the corner of Shotesham Road

The Clerk confirmed a request has been received to site a Dog Waste Bin on the corner of Shotesham Road/Howe Lane. The emptying charge is currently £54.44 per bin per annum and the installation charge will be in the region of £70 plus VAT. Mr Henson proposed the spare bin is sited at the above location providing permission is obtained from Highways and SNC. Mr Walker seconded the proposal, agreed.

18. Barclays Treasury Deposit

Information circulated confirming £50,000.00 has been invested for one year at the Gross Interest Rate of 1.85% per annum.

There being no further business, the meeting closed at 8.10 p.m.

