

29.04.2009

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 Beard, Mrs Watkins, Mrs Kereama-Ellis, Mr Walker, Mr Ellis, Mr Kudar & Mr Overton.

Also Present: Mrs Milton & Mr Hemming.

Apologies: Mrs Neal & Mr Henson.

2. To confirm the Minutes of the meeting held on 25th March 2009

Minutes of the meeting held on 25.3.09, 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 Community Speed Watch Scheme – Suggestion that Poringland & Stoke Holy Cross work together in order to proceed

Stoke Holy Cross Parish Council has agreed to join Poringland PC and Mike Smith has volunteered to act as the initial co-ordinator. There are seven volunteers from the 2 parishes.

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

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

No matters were raised.

5. To receive written Community Centre Reports

(a) Pitkin & Ruddock – Planned Maintenance for Air Conditioning & Ventilation Systems

Information from Pitkin & Ruddock circulated. Following a discussion Mr Walker proposed that a copy of the planned maintenance schedule is passed to Mr Farrimond in order to seek his view and report back at the next meeting. Mrs Watkins seconded the proposal, agreed.

(b) Pitkin & Ruddock – Energy Inspections

Details circulated. Mr Walker proposed that details are passed to Mr Farrimond for his opinion and reported back at the next meeting. Mr Kudar seconded the proposal, agreed.

6. To consider Planning Applications Received for Consultation

1. Mr P Thomas, 10 Saxonfields – First floor extension over cloakroom at front including forming new porch at ground floor. Replacing existing roof construction with attic trusses to same roof profile for loft conversion with a dormer at rear (without window) and at front with a window. Recommendation approval.

Permission Granted

1. Cresta Lodge, Bungay Road – Erection of porch to rear.
2. 79 Cawstons Meadow – Construction of conservatory and extension of existing close boarded fencing by the addition of one concrete post and one fence panel.
3. 2A Stoke Road – Amendment to approval (2008/2237) – Increased width to side extension.

Permission Refused

1. 9 Highgrove Court – Two storey extension and conservatory to rear of existing property.

Appeal – Mr Mathews, 22 Rosebery Avenue

It was agreed that a letter is sent supporting Mr Matthews in his appeal against the decision of SNC, who has refused permission for proposed alterations to first floor and extension of lounge at the above property.

7. To Consider Correspondence

7.1 Yellow Salt Bin

Email from a resident circulated concerning a request for a salt bin to be provided in Highland. Following a discussion the Clerk was asked to obtain the cost of a small salt bin for the next meeting.

7.2 Local List Validation Requirements: Consultation

Information circulated.

7.3 Countrywide Bus Stop Infrastructure Improvements (South)

Letter from NCC confirming they are working on a programme to improve all bus stops in the County to comply with requirements of the Disability Discrimination Act and to make bus travel a more enjoyable experience. Drawing enclosed showing planned improvements to some of the bus stops in our area.

7.4 Development at The Street – Proposed 20 MPH Zone Traffic Regulation Order

Letter from NCC confirming the scheme being progressed involves the introduction of a 20 MPH zone on Trafalgar Square. The Order is required as part of the planning agreement for the new housing development and is therefore being entirely funded by the developer, Norfolk Homes Ltd. Mr Ellis proposed that no objections are raised, Mr Walker seconded the proposal, agreed.

7.5 Announcement to defer Business Rate increase

Letter from SNC explaining the Government announced on 31.3.09 that it intends to introduce regulations to enable businesses to defer payment of part of the increase in their rates bill for 2009/10 over a 3 year period. Clerk was asked to obtain the figures in order that a decision can be made when the regulations are introduced in the summer.

7.6 NALC Training Courses

Details of two training courses were mentioned by the Clerk.

8. To consider the way forward for the adoption of the main part of Hillside

Nothing to report.

9. To receive report from the Community Centre Management Committee

Minutes of the meeting held on 11.3.09 were circulated. Mr Kudar asked a question relating to the Cinema and he was referred to the Minutes of the last meeting.

10. To receive Amended Insurance Details

The Clerk explained that Part O of the Policy is still incorrect. Last year Volunteers were added to the Policy and the correct amendments were received, but the changes are not shown on the current documents. This matter has been brought to the attention of Zurich Municipal, the amendments will be recorded and a new schedule issued.

Invoice for £675.90 in respect of the amendments to the policy cover to include under All Risks the air conditioning units and electronic blinds. Mrs Watkins queried the additional cost under All Risks cover because she felt this should have been added as part of the fabric of the building under Contents (a). Mrs Watkins proposed the cheque is not sent until a satisfactory explanation has been received, Mr Ellis seconded the proposal, agreed.

11. To Pass Accounts for Payment

1. Spruce Landscapes (Maintenance to 30.4.09)	£	577.04
2. Norfolk Pension Fund (Superannuation)	£	741.35
3. Tiscali (Broadband)	£	30.46
4. Veolia (Trade Waste Collection)	£	57.85
5. Dorset Film Touring (Cinema Film)	£	195.25
6. Spruce Landscapes (P/Field Maintenance)	£	163.46
7. Spruce Landscapes (Community Centre Maintenance)	£	166.75

8. South Norfolk Council (Rates)	£ 433.51
9. Mrs C. Milton (Petty Cash)	£ 169.19
10. Barclaycard (Bar Stock)	£ 599.82
11. Stuart Group Ltd (Hire of Generator)	£ 334.36
12. Cooks Blinds Ltd (C.Centre Kitchen Blind Repair)	£ 133.63
13. Ian Smith (Stationery) Ltd	£ 110.73
14. NRCC (Subscription)	£ 25.00
15. Mr K Harmer (Scroll)	£ 27.50
16. Norwich Electrical Co. Ltd (Electrical Work)	£ 2,265.50
17. South Norfolk Council (Newsletters)	£ 169.05
18. Hugh Crane (C.Centre Cleaning Supplies)	£ 142.78
19. Norfolk ALC (Subscription)	£ 468.53
20. PWLB (Loan)	£ 4,356.63
21. TDP Builders (C.Centre Maintenance)	£ 40.25
22. Canon UK Ltd (Photocopier Charges)	£ 32.74
23. British Gas Business (Electricity)	£ 2,482.32
31. Spruce Landscapes (Weed & Feed & Moss Killer)	£ 598.00
24. British Gas Business (Gas)	£ 219.93

All passed for payment.

12. To receive written report from the Chairman

The Chairman reported that during the month he attended a Management Committee meeting and a Strategic Group meeting where a cheque for £1,500 was presented from Dunston Lions Club to the Community First Responder Group towards a defibrillator. New equipment has been ordered and four people will attend a training course at the end of June. Mr Hewer also attended a meeting on Unitary Local Government. A meeting was held on 24.4.09 regarding Community Preparedness and a letter will be sent to the Parish Councils regarding taking forward a joint emergency plan. On the 27.4.09 Mr Hewer confirmed he attended a meeting concerning the Planning Portal and he will discuss with the Clerk the way forward for showing plans on the screen.

Mrs Beard mentioned the request from the Strategic Group to use a page on Poringland's website. Following a discussion it was agreed that problems could occur if other parishes were included on our website and it would be better for them to request a free page on NRCC's website. NCC and NALC are also looking to provide help for parishes setting up websites. Clerk to reply accordingly.

13. To receive brief verbal County Councillor's Report

Mr Hemming reported the full Council had met for the last time before elections on 4th June. He confirmed he will be retiring and this will be his last Parish Council attendance. He thanked Councillors for their support to him during the last 20 years. Mr Hewer thanked Mr Hemming for his commitment to Poringland, especially the library project.

14. To receive brief verbal District Councillor's Report

No report

15. To receive written Amenities Committee Report

No report.

16. To receive written Playing Field Report

Mrs Harrison reported a hooped ladder climbing frame has been installed on the Playing Field. Funding was obtained from Voluntary Norfolk and the Sand & Gravel Charity. The AGM will be held on 12.5.09.

Mr Overton mentioned a separate meeting being held to discuss the possibility of the Football Club leasing the Pavilion and following a discussion the Clerk was asked to obtain a copy of the Playing Field Committee Minutes when this was discussed. Mr Overton was asked to submit details to the Clerk in

order for this matter to be fully considered at the next meeting before a letter is sent to the Solicitor seeking his advice.

17. To receive written Drainage Reports

Mrs Beard mentioned the recent drainage problems in Cawstons Meadow and Mr Overton confirmed a meeting with the residents was arranged by SNC and Dan Bowyer of Dyno Rod was invited to attend. It was agreed that a survey will be carried out by Dyno Rod.

18. To receive written Newsletter Report

The Clerk asked whether Council would like her to place a notice in the next edition of the Newsletter inviting bids for the finance allocated for youth projects. This was agreed.

19. To consider appointment of a Parish Council Representative to serve on the Fuel Allotment Trust

Mr Hewer was nominated to serve for a further four year term of office by Mrs Beard, seconded by Mr Ellis, all in favour.

20. Structural Review of Norfolk – Further Draft Proposals

Following a discussion it was agreed not to send a response from Poringland Parish Council but Members were invited to respond individually.

There being no further business, the meeting closed at 8.40 p.m.

