

30.06.2010

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 Harrison, Mrs Neal, Mr Ellis, Mr Henson, Mr Timson, & Mr Kudar. Also Present: Mrs Barnes, Mrs Milton, Mr Ryde, Mr Smith, Mr Overton & one parishioner.

Apologies: Mrs Watkins, Mrs Beard, Mrs Kereama-Ellis and Mr Walker.

The Chairman opened the meeting by welcoming Mr Mark Ryde. Mark has been appointed as the new Responsible Financial Officer as from 1st July.

Mr Hewer reported on the sudden death of Mr Norman Bambra, who until a few months ago was Chairman of Framingham Earl PC and a minutes silence was held.

2. To confirm the Minutes of the last Parish Council meeting held on 26th May 2010

Minutes of the last meeting held on 26.05.10, 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 Dog Waste Bin on Corner of Shotesham Road/Howe Lane

The Clerk confirmed the dog waste bin has been installed.

3.2 Poringland Housing Development

The Chairman reported that a letter was printed in the EDP from Mr Stancer and he read a letter addressed to him from Mr Stancer concerning the proposed development. It was agreed that the Chairman and Clerk liaise and send a suitable reply substantiating what has already been said.

3.3 Relief Caretaker

The Chairman confirmed that two relief cleaner/caretakers have been appointed, Mrs Sara Cunningham and Miss Evon Cummins. Mr Minns has agreed to clean Fiveways bus shelter.

The Chairman asked permission to bring his report forward and this was agreed.

4. To receive written Report from the Chairman

Mr Hewer reported that he attended his induction at SNC as a new Member of the Standards and Ethics Committee and in the afternoon his first case was heard. He attended various meetings during the month, including the Management Committee meeting on 9th June. On 22nd June he visited Poringland Primary School to view the NCC proposals for re-development of the caretaker's bungalow into a small 'satellite' Children's Centre. On 28th June Mr Hewer and the Clerk attended a seminar in Sprowston concerning allotment provision.

The Chairman explained the reason for bringing his report forward is to report that the Clerk will not be available for up to three months during the autumn. Council will need to determine how the work is operated during this time and the HR Committee will meet to discuss full details. Reserves are in place to cover the Clerk's absence but Mr Hewer asked Members to bear the additional costs in mind when making decisions on expenditure.

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

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

A resident outlined the situation relating to ownership of the road in Hillside and he asked for Council's support in trying to progress this matter. Council agreed to discuss during correspondence.

Mr Overton asked whether a letter could be sent to Mr Oliver asking for his trees to be trimmed because they currently overhang the pathway and road. Agreed.

6. To receive written Community Centre Reports

(a) Parish Council Issues

No issues were raised.

(b) Report from Community Centre Management Committee

Minutes of the meeting held on 12.5.10 circulated. The Chairman confirmed the hall has been booked on the morning of 9.10.10 by Heathgate Surgery for the Flu Jabs and help is needed with car park duties.

7. To consider Planning Applications Received for Consultation

Applications Received

7.1 Poringland Primary School – Installation of Input & Extract Ventilation System to Kitchen – Amendment: Additional Screening to the Input & Extract Ventilation System Equipment to School Kitchen. Mrs Neal Declared an Interest as a School Governor and signed the Register of Members' Interests. Recommendation approval, subject to the colour of the screening being such as to not make an intrusion on the skyline.

7.2 Mr Bowen, 5 Springfields – Proposed erection of front entrance storm porch. Recommendation approval.

7.3 Mr B Harber, 26 The Street – Proposed first floor extension to form bathroom and shower room extension. Recommendation approval. We would consider any further development on this site as over development.

7.4 Mr S Udell, 29 Norwich Road – Addition of front porch. Mrs Neal, Mrs Harrison and Mr Timson signed the Register of Members' Interests. Recommendation approval.

7.5. NCC – Framingham Earl High School – Extension of existing school entrance and reception area. New link building between existing drama and music studios to be used as additional rehearsal space and storage. Mr Timson Declared an Interest as a School Governor and signed the Register of Members' Interests. Recommendation approval.

7.6 Mr Golden, Grove Cottage, The Grove – Erection of new fence along boundary. No comments.

7.7 Mrs H. Hooper, 37 Blackthorn Way – Retention of banner advertisement for “Slimming World.” Following a discussion Mrs Neal proposed the application is recommended for approval subject to the materials being resilient and of good quality and that each plan in respect of a banner should be looked at individually as the standard for banners must be of a high quality. Mr Kudar seconded the proposal, three votes in favour, two against, one abstention. Carried.

Area A, Poringland – 31 Stoke Road & Works

Information received from Norfolk Homes confirming the details to be submitted formally for planning. Agreed no comments are forwarded.

Area A Proposals – Emergency Access/Foot-Cycleway to The Street

Information circulated from Norfolk Homes. Agreed no comments are forwarded.

Application Withdrawn

101 The Street – Proposed change of use of annex from residential to hair and beauty salon. Change of front of annex from window to door and window (white uPVC) and move existing side fence to the front boundary.

36 The Street

Letter from SNC confirming the Council has an enforcement power to make a demolition order. If used, this would force the owner to demolish No. 36 and clear the area. The power is subject to appeal by the owner to the Residential Property Tribunal. The Housing Development Officer confirmed he would be

grateful if the Parish Council would support such an action, if taken, through to the appeal process if necessary. It was agreed that we would be pleased to offer full support. Clerk to reply accordingly.

Permission Granted

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

East City and Framingham Earl Area Children's Centre: Proposed Satellite Centre at Poringland

Letter from NCC relating to the open event held on 22.6.10 and the proposals for change of use for the Caretaker's bungalow at Poringland Primary School. Mrs Neal Declared an Interest as a School Governor. Following a discussion it was agreed to invite Mr Conner to attend our next meeting. Playing Field Committee Members to be invited to attend.

8. To Consider Correspondence

8.1 *Hillside*

Information circulated. Mr Henson pointed out that whilst we can express sympathy, unfortunately this is a private matter between the residents, SNC and NCC and the Parish Council cannot become involved. Agreed.

8.2 *Norfolk RCC – AGM 7.7.10*

Details circulated.

8.3 *NALC & SLCC Summer Conference – 13.7.10*

Mr Hewer to attend as a NALC Trustee.

8.4 *Community Youth Project*

Letter from Johny Grimwood, Youth Leader asking Council to consider sponsoring the summer community action project in Poringland and Framingham Earl. Mrs Neal proposed £200 is paid from the Youth Grant budget. Mr Henson seconded the proposal, agreed.

8.5 *Revised Structure for Local Delivery*

Letter from Norfolk Constabulary concerning personnel changes at district level.

8.6 *Obstruction of Footpaths in Church Close*

Letter from a resident complaining about obstruction of the footpaths outside a number of properties in Church Close. The Clerk was asked to write to the owner of one of the properties and the Chairman agreed to visit Church Close and liaise with the Clerk accordingly.

9. Internal Audit Report Completed Year End 31.3.10

Mr Henson proposed acceptance of the Internal Auditor's report, seconded by Mr Timson and agreed.

9 (a) *To Approve Statement of Internal Control for Year Ending 31.3.10*

Mr Henson proposed the Statement of Internal Control for Year Ending 31.3.10 is approved. Mr Timson seconded the proposal. Agreed.

The Accounts Book was signed by the Chairman and the Accounts for Year Ending 31.3.10 were signed by the Chairman, RFO and Clerk.

10. To Pass Accounts for Payment

1. Staff Salaries to 30.6.10)	£ 3,842.00
2. Spruce Landscapes (Maintenance Contract to 30.6.10)	£ 565.79
3. Tiscali Broadband (Telephone & Broadband)	£ 33.19
4. British Gas Business (Electricity A/C)	£ 365.91
5. South Norfolk Council (Rates)	£ 306.00
6. Hugh Crane (Cleaning Materials)	£ 56.67
7. Veolia ES (UK) Ltd (Cemetery Trade Waste Collection)	£ 41.83

8. Spruce Landscapes (Community Centre Maintenance 31.5.10)	£	234.17
9. Norfolk Pension Fund (Superannuation)	£	975.96
10. Ian Smith (Stationery)	£	130.39
11. Spruce Landscapes (Playing Field Maintenance to 31.5.10)	£	172.05
12. Trevor Allchin Technical Services (Website)	£	27.00
13. Barclaycard (Bar Stock)	£	389.10
14. Mr N. Harrod (Internal Audit)	£	100.00
15. Norse Commercial Services Ltd (P/Field Maintenance)	£	905.14
16. Norse Commercial Services (Grass cutting)	£	1,645.00
17. Canon UK Ltd (Photocopier Charges)	£	5.32
18. Spruce Landscapes (Install Dog Bin)	£	35.25
19. HM Revenue & Customs (Tax & N/I)	£	2,864.77
20. ESPO (Gas)	£	106.14
21. Norwich Electrical Company (Maintenance)	£	110.86
22. Spruce Landscapes (Playing Field Maintenance to 30.6.10)	£	172.05
23. Spruce Landscapes (Community Centre Maintenance 30.6.10)	£	234.17

All passed for payment.

11. To receive brief County Councillor's Report

Written report circulated. Mr Smith confirmed the County Council has vigorously refused planning permission in respect of 2 Shotesham Road on highway grounds. He referred to the proposed Sure Start Centre and Mr Henson pointed out the existing drainage problems.

12. To receive brief verbal District Councillors' Reports

Mr Overton confirmed the application for 2 Shotesham Road will be discussed on 5.7.10 by the Area Planning Committee and the recommendation is refusal. Mr Overton reported that he was contacted by a resident in St Marys Road because silver birch trees situated on the Playing Field are causing a boundary problem. Mrs Harrison agreed to discuss this matter at the next Playing Field Committee meeting.

Mrs Neal reported she attended a very successful networking event at Dunston Hall organized by SNC where local businesses were invited to help promote their work.

Mr Henson asked whether anything has changed as a result of the new Government regarding development by Norfolk Homes and Mr Overton confirmed that Norfolk Homes has outline permission for 600 homes and that is not negotiable. Regarding density, SNC is still working on the policy of 30 dwellings per hectare.

13. To receive written Amenities Committee Report

Letter circulated from the Land Registry regarding completion of Burial Ground registration.

Email circulated regarding permission to place geocaches in the Burial Ground and Leisure Garden. It was agreed that the Cemetery is not an appropriate place but permission was given for the Leisure Garden and Community Centre grounds to be used for this purpose. Mr Ellis confirmed a Committee meeting will be held on 14.7.10. The Clerk confirmed a replacement Deep Water sign has been ordered.

14. To receive written Playing Field Report

Letter circulated from the Land Registry regarding completion of Playing Field registration.

Mrs Harrison reported that the Committee is very pleased that Mark Ryde has agreed to take on the role of Treasurer. Work is shortly due to begin on the installation of the Nest Swing.

15. To receive written Drainage Reports

No report.

16. To discuss damage from footballs to guttering on Overtons Way area designated for ball games

Details circulated by email. Norfolk Homes has replaced the damaged guttering to black metal guttering. The Clerk confirmed the hedge needs to be trimmed and two quotes have been received. Spruce Landscapes £125.00 plus VAT. Justin Cogman £85.00 plus VAT to trim the hedge and £20.00 plus VAT to weed kill the pathway. Mr Henson proposed the quote from Mr Cogman is accepted, seconded by Mr Timson, agreed.

Finally, Mr Hewer thanked Anne Barnes for her work as RFO to Poringland Parish Council and presented her with a basket of flowers in appreciation.

There being no further business, the meeting closed at 9.05 p.m.

