

**06.01.2010**

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 Beard, Mrs Neal, Mrs Watkins, Mr Ellis, Mr Walker, Mr Kudar & Mr Henson.

*Also Present:* Mrs Milton, Mrs Barnes, Mr Overton & Mr Timson.

*Apologies:* Mrs Kereama-Ellis & Mr Smith.

**2. To confirm the Minutes of the meeting held on 25<sup>th</sup> November 2009**

Minutes of the meeting held on 25.11.09, 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 Coffee Shop**

The Community Centre Management Committee agreed to close the Coffee Shop.

**3.2 Donation to Norwich Fringe Project**

Letter of thanks received.

**3.3 Grant of £2,500 to Support Youth Project**

Letter of thanks received from Mr Foster on behalf of Churches Together.

**3.4 Footway Assessment for Upgate**

Letter from NCC confirming a footway assessment will be carried out.

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

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

Mr Timson introduced himself to Council and expressed an interest in the PC vacancy.

**5. Co-option of a Parish Councillor**

Mr Henson proposed that Mr Timson is co-opted to fill the Parish Council vacancy. Mr Walker seconded the proposal, all in agreement.

**6. To receive written Community Centre Reports**

Donation of £790.00 received from Framingham Earl Parish Council. Letter of thanks sent by the Clerk.

**7. To consider Planning Applications Received for Consultation**

**Applications Received**

1. Mr & Mrs Larsson, 18 Caistor Lane – Proposed rear extension and alterations. Mrs Beard Declared an Interest, signed the register and abstained from voting. It was agreed the application should be approved subject to drainage and neighbour objections.

2. Miss C. Wilson, 46 St Marys Road – Proposed porch to front elevation. No comments.

3. Mr A. Ewing, 66 Rectory Lane – Erection of conservatory rear of dwelling. Recommendation refusal. This is an overcrowded form of development.

4. Mr J. Vigneswararajah, 2 Shotesham Road – Change of use of shop A1 to restaurant and take away (A3 & A5) use. No comments.

**Permission Granted**

1. 11 Carr Lane – Ground floor extension and construction of new double garage.

2. Development of land west of The Street – Phase 2 (Area C) – Amendment to site layout, north of Hardy Drive and approved alterations to the site layout, south of Hardy Drive.

3. Land West of The Street – Norfolk Homes Ltd – Proposed re-plan of part of site layout involving change of house types on 26 plots and alterations to associated garages.

*Adopted Local List of Validation Requirements for Planning Applications*  
Letter from NCC circulated.

### **8. Budget Proposals of £104,090 for 2010/11 Precept**

Report from Finance & Governance Committee circulated. The Chairman explained the Finance & Governance Committee would like to recommend that the Playing Field Committee receives its requested grant. In the past £2,500 has been allocated for Youth Work and the Committee would like to maintain that figure but remove £500 from the Youth Work grant and add to the Playing Field budget, to be used for the benefit of young people who use the Playing Field. Mr Hewer confirmed he met the Acting Chair of the Playing Field Committee and explained that it will be their responsibility in the future to ensure they gain as much income as possible from other sources.

Mr Walker explained that following the Finance & Governance meeting, correspondence has been received from SNC relating to the Council Tax Base. On the proposed precept, although the total precept figure will increase by 0.9%, the Council Tax for a Band D property is estimated to go down by 1.7%.

Following a discussion Mr Ellis proposed the budget figure of £104,090 is approved, seconded by Mrs Beard, agreed.

Mrs Harrison thanked Council on behalf of the Playing Field Committee for the time and effort put in to work on the budget.

### **9. To Pass Accounts for Payment**

Accounts paid during December 2009

1. Salaries paid during December	£ 3,451.69
2. Spruce Landscapes (Maintenance to 31.12.09)	£ 564.77
3. Tiscali (Broadband)	£ 33.68
4. Veolia (Trade Waste Collection)	£ 66.53
5. South Norfolk Council (Rates)	£ 434.00
6. A1 Ironworks (Devlin Drive Play Area Gate Repairs)	£ 322.00
7. Ian Smith (Stationery) Ltd	£ 52.57
8. British Gas Business (Electricity)	£ 390.56
9. L. Gooderham (Bar Stock)	£ 1,018.52
10. ESPO (Gas)	£ 345.26

All passed for payment.

Accounts passed for payment on 6.1.10

1. Tiscali (Broadband)	£ 33.40
2. South Norfolk Council (Rates)	£ 434.00
3. Hugh Crane (Cleaning Materials)	£ 198.70
4. Ian Smith (Stationery) Ltd	£ 63.94
5. Norfolk Pension Fund (Superannuation)	£ 861.54
6. HM Revenue & Customs (Tax & NI)	£ 2,468.26
7. Spruce Landscapes (Level Graves)	£ 46.00
8. Trevor Allchin Technical Services (Website)	£ 27.00
9. NAVH (Subscription)	£ 10.00
10. MCL Mechanical Services (Boiler Service)	£ 161.00
11. MCL Mechanical Services (Meter for Police)	£ 404.51
12. Por. Welcome Home & Mem. P/Fld (Insurance Premium)	£ 1,506.54
13. Por. Welcome Home & Mem. P/Fld (Insurance Claim)	£ 2,075.30
14. Mrs C. Milton (Petty Cash)	£ 103.27

All passed for payment.

## **10. To Consider Correspondence**

### 10.1 Grass Cutting at All Saints Church

Letter from Rev Parsonage confirming that during 2008 the costs for Churchyard grass cutting amounted to £325 and in 2009 up to the end of August invoices amounted to £264. Following a discussion Mrs Beard proposed a grant of £300 is given because a request was not received last year and £150 is allocated annually in the budget for this purpose. Mrs Watkins seconded the proposal, agreed.

### 10.2 Norfolk Gritting Routes Leaflet

Information circulated.

### 10.3 Structural Reviews of Devon, Norfolk and Suffolk: Advice to the Secretary of State

Letter from The Boundary Committee circulated. Members agreed to respond individually.

### 10.4 Street Lighting Policy – Introduction of Part Night Lighting

Information from NCC circulated. It was agreed that no comments are forwarded.

### 10.5 Proposed Improvement to Bus Stop outside 27 Norwich Road

Letter from NCC circulated concerning a programme to improve bus stops throughout the County to comply with requirements of the Disability Discrimination Act. Plan enclosed showing location and proposed improvements, together with photographs to illustrate the works. Mr Overton explained that the bollards will not be removed and neighbouring properties have raised no objections. Following a discussion Mr Henson proposed the Clerk replies pointing out the bollards should be retained in order to stop vehicles parking on the pavement. The cost of the exercise should be mentioned, together with the point that whilst we welcome improved facilities for the disabled, we are not convinced that many people will benefit from this proposal. Mr Walker seconded the proposal, agreed.

### 10.6 Connecting Norfolk – Norfolk's Third Local Transport Plan

Letter from NCC circulated. Meeting on 3.2.10 at The Assembly House, Norwich.

### 10.7 Norfolk Police Authority Open Meeting – 21.1.10

Meeting to be held at Police Headquarters, Wymondham starting at 7.00 p.m.

### 10.8 Dog Waste Bin on the corner of St Marys Road/Cawstons Meadow

A resident informed the Clerk that the above Dog Bin is emptied twice a week but during the weekend it is overflowing and he would like Council to consider placing another bin within the vicinity. Following a discussion the Clerk was asked to monitor the situation during the next three weeks and report to the next meeting.

## **11. To receive report from the Community Centre Management Committee**

Minutes of the last meeting circulated. Mr Hewer confirmed the Fuel Allotment Trustees have approved a request from Mrs Henson for a grant of £610 for upgrade work to be carried out to the Hearing Loop system to ensure it links into the Cinema equipment.

## **12. To receive written report from the Chairman**

Mr Hewer reported he attended the Community Centre Management Committee meeting on 2.12.09. He attended a meeting hosted by Anglian Water on the services they provide to customers. A booklet has been produced explaining the additional care available to customers when the service is interrupted. NALC has been asked to send a copy of the booklet to all Parish Councils and the Chairman asked the Clerk to send details to Mr Gudgeon in order for an article to be included in the next edition of The Five+.

## **13. To receive brief verbal County Councillor's Report**

Written report from Mr Smith circulated. The Clerk was asked to send Mr Smith a copy of Council's response to the proposed lay-by improvements on Norwich Road.

**14. To receive brief verbal District Councillors' Reports**

Mr Overton reported the Post Office issue is on-going and they are looking at bringing a mobile Post Office to the village a few days a week. The proposed BMX Track in Poringland Wood is gathering momentum and a scale model has been designed.

Mrs Neal gave an update regarding Cawstons Meadow drainage issues.

**15. To receive written Amenities Committee Report**

The Clerk reported that Douglas Potter died on 5.1.10. Chairman and Clerk will attend his funeral on 14.1.10.

**16. To receive written Playing Field Report**

*Playing Field Committee Obtaining Separate Insurance Cover*

The Clerk confirmed a Credit Note of £489.92 has been received. This is smaller than £1,084.99 reported at the last meeting because Zurich Municipal incorrectly removed the Community Centre and Police Station as well as the Playing Field from the policy. The Parish Council premium for March 2010 will be £6,158.30, saving £1,525.56 on the current premium. The Playing Field Committee sum payable to Tennyson Insurance is £1,506.54, leaving a shortfall of £1,016.62.

**17. To receive written Drainage Reports**

Mr Henson reported the pitch fibre pipe repairs are going ahead in Elizabeth Road and Closes. He has been approached by residents in Carol Close, Stoke Holy Cross regarding the pitch fibre pipe protocol and has been invited to attend a Stoke Holy Cross PC meeting.

**18. To receive written Newsletter Report**

No report.

**19. Empowering Parish and Town Councils by getting the Sustainable Communities Act Amendment Bill adopted in Parliament**

It was agreed not to send a response from the Parish Council.

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

