

**MINUTES OF A MEETING OF NARBOROUGH PARISH COUNCIL HELD ON WEDNESDAY 13 JANUARY 2016 IN THE CHURCH CENTRE BEGINNING AT 7.30pm**

**Present:**

|                       |  |
|-----------------------|--|
| <b>Mr J Collins</b>   | <b>Chairman</b>                            |
| <b>Mr A Brinsdon</b>  | <b>Vice Chairman</b>                       |
| <b>Mr S Davey</b>     | <b>Councillor</b>                          |
| <b>Mrs R Green</b>    | <b>Councillor</b>                          |
| <b>Mr M King</b>      | <b>Councillor</b>                          |
| <b>Mr P Wilkinson</b> | <b>Councillor and Breckland Councillor</b> |

**Also In Attendance:**

|                                |   |
|--------------------------------|---|
| <b>Mr P Smyth</b>              | <b>Norfolk County Councillor</b>          |
| <b>Mr J Bird</b>               | <b>Blue Bird Landscape &amp; Planning</b> |
| <b>7 Members of the Public</b> |   |
| <b>Mr D Burchell</b>           | <b>Clerk to the Council</b>               |

1. Apologies. Apologies were accepted from Councillor Williams – previous engagement.
2. Minutes of Meeting Held on 7 December 2015. The Minutes of the Meeting held on Monday 7 December 2015 were unanimously approved and signed as a true and accurate record of the Meeting.
3. Declarations of Other Registrable Interests. The following declarations of Other Registrable Interests were made under the Breckland Code of Conduct:
  - a. Councillor Wilkinson – Items 16a to 16i.
  - b. Councillor Collins – Items 16h and 16i.
4. Public Participation. It was unanimously resolved to suspend Standing Orders to allow the members of the public, Mr J Bird and the County and District Councillors to address the Meeting.

**Standing Orders Suspended at 7.35pm**

**Standing Orders Reinstated at 8.25pm**

5. Chairman's Announcements. The Chairman congratulated Councillor Wilkinson on his election as President of the Norfolk Association of Local Councils (NorfolkALC).

6. Village Post Office. It was noted that:

- a. A temporary Mobile Post Office would provide a service on Friday mornings from 8.30am to 11am beginning on Friday 29 January.
- b. There have been reports of interest being shown in the possible purchase of the Post Office as a going concern by a local shop owner.
- c. Both the Council and Revd Canon Stuart Nairn had written to the Post Office in early December but neither had received a reply or acknowledgement of their letters.

7. Council Web Site. It was noted that:

- a. The format of the web site had been agreed with the new provider.
- b. The site had been created prior to the Christmas break but notification that the DNS had been reappointed was required before any further work could be carried out.
- c. Grant funding would be available for the setting up of the new site providing an application was submitted prior to 14 February 2016.

8. Wicksteed Play:

- a. It was noted that:
  - i. A selection of alternative facilities had been provided by Wicksteed Play for consideration by the Parish Council and Community Centre Management Committee.
  - ii. The selection would be presented to the Community Centre Management Committee for their consideration at their next Meeting on Monday 18 January.
- b. It was agreed that:
  - i. A village consultation should be arranged for early Spring.
  - ii. Arrangements for the consultation process should be left to the Community Centre Management Committee.

9. Chalk Lane Development:

- a. It was noted that:
  - i. Persimmon Homes had confirmed that would be replacing the 2 storey dwelling at Plot 66 with a single storey dwelling.
  - ii. Persimmon Homes were considering replacing the 2 storey dwellings at Plots 60 and 61 with single storey dwellings.
- b. It was resolved to:
  - i. Request Councillor Wilkinson to continue in his efforts as District Councillor to obtain further replacements of 2 storey with single storey dwellings along the development boundary with Westfields.
  - ii. To acknowledge the compromises made thus far by Persimmon Homes but to request they consider the replacement of the 2 storey dwelling on Plot 62 with a single storey dwelling.

10. Chalk Lane Development – Lighting:

- a. It was noted that:
  - i. The layout of lighting would not be addressed until planning permission had been obtained.
  - ii. The developer would pay for the installation of street lighting and would liaise with the County Council and the Parish Council with regard to location and type.
  - iii. Once installed the Parish Council would be responsible for maintenance and running costs.
- b. It was unanimously resolved for Narborough Parish Council to take responsibility for the maintenance and running costs of the public lighting in the proposed Chalk Lane development.

11. Dog Waste Bin:

- a. It was noted that:
  - i. A new Dog Waste bin was required at the Eastfields entrance to the Playing Fields now that dog owners had

been granted permission by the Community Centre Management Committee to exercise their dogs on the Playing Fields.

- ii. The cost of a Dog Waste bin would be in the region of £210 ex VAT and installation costs.
  - iii. The position of the proposed Dog Waste bin would have to be submitted for approval to Norfolk Highways.
- b. After a brief discussion it was proposed by Councillor King, seconded by Councillor Wilkinson and unanimously resolved to:
- i. Purchase a Dog Waste bin at a cost of approximately £210 ex VAT subject to approval of the location by Norfolk Highways.
  - ii. Request that the Community Centre Management contribute towards the purchase and/or installation of the Dog Waste bin.

#### 12. Anglia in Bloom 2016:

- a. The Bone Mill Restoration group had asked whether the Council would consider entering Anglia In Bloom 2016.
- b. It was noted that at the Meeting held on Wednesday 6 May 2015 the Council had resolved not to submit an entry into Anglia In Bloom for 2015 or 2016 and to review the situation in 2017.
- c. Councillor Wilkinson proposed that the village submit an entry to Anglia In Bloom 2016 – there was no seconder and therefore the proposal was not put to the vote.

#### 13. Combined Parish Council and Parochial Church Council (PCC) Notice Board:

- a. It was noted that:
  - i. The PCC wished to replace the notice board at the entrance to ALL Saints Church with an enclosed glass fronted notice board similar to those used by the Parish Council at the Amenity Area and Post Office.
  - ii. A grant application by the PCC to Breckland Council had been unsuccessful.

iii. It was likely that the Parish Council board located at the Post Office might have to be relocated on any change of ownership of the building.

iv. There was no reason why the Parish Council notice board located at the Post Office could not be relocated to the entrance to All Saints Church.

b. It was unanimously resolved to approach the PCC with the proposal to relocate the Parish Council notice board presently located at the Post office to the entrance to All Saints Church for joint use by the Parish Council and PCC with the relocation cost being shared between the Parish Council and the PCC.

#### 14. Road Surfaces on Eastfields:

a. It was noted that the roads in Eastfields had been 'marked up' for resurfacing for several months.

b. The Clerk would enquire of Norfolk Highways when the work is likely to be carried out.

15. Norfolk Wildlife Trust. It was proposed by Councillor Davey that the Council renew membership of the Norfolk Wildlife Trust for the year 2016/17 at a cost of £45.00; there being no seconder the proposal was not put to the vote.

#### 16. Planning Applications:

a. 3PL/2015/0623/F – Denny's Walk Development – although reported as approved at December Planning Meeting still no official confirmation and showing as 'Undecided' on Breckland web site.

b. 3PL/2015/0822/F – Dirty Water reservoir at Narford – permission granted.

c. 3PL/2015/1282/CU – Appeal - awaiting decision.

d. 3PL/2015/1213/F – Cabin, Swaffham – removal of restriction for gypsy occupation – permission refused.

e. 3PL/2015/1214/LB – The Mill – Alterations to previously approved plans – permission granted.

- f. 3PL/2015/1339/F – The Mill – Alterations to previously approved plans – permission granted.
- g. 3PL/2015/1257/F – Swaffham Road – erection of Romney building – permission granted.
- h. 3PL/2015/1180/O – outline application for erecting of 40 new dwellings at Chalk Lane – No objections (2 abstentions and 4 in favour)
- i. 3PL/2015/1192/O – outline application for retail buildings at Chalk lane – No objections (2 abstentions and 4 in favour).

17. Correspondence:

- a. Breckland – Breckland Plan – copies distributed to Councillors for consideration at February meeting.

18. Reports:

- a. NorfolkALC. Councillor Wilkinson advised the Meeting that the new constitution proposed by Narborough Parish Council had been approved with no amendments.

19. Finance. The following invoices were approved for payment:

- a. D J Burchell – Clerk’s salary for December - £277.15.
- b. HMRC – PAYE for December - £69.20.
- c. Westcotec Ltd – Lighting maintenance - £167.79.
- d. P Wilkinson – Mileage for transporting Councillor King to NorfolkALC AGM - £38.00

20. Village Matters:

- a. Almond Tree. It was brought to the attention of the Meeting that the almond tree located outside 111/112 Westfields was in very poor condition and dying back rapidly. The Clerk would advise Norfolk Highways that the matter required urgent attention.
- b. Traffic Calming Chalk Lane Development. Councillor Wilkinson advised the Meeting that £13,000.00 of S106 money from the Chalk lane development had been allocated towards traffic calming measures along Chalk Lane. Breckland/Highways were proposing

the provision of a Vehicle Activated Speed Sign. The Meeting considered that a better solution would be the provision of a speed hump and 'entrance gates' to more positively alert traffic on the approach to the village along Chalk Lane. The Clerk would write to Breckland with these proposals.

- c. Community Centre. Councillor Brinsdon reminded the Meeting that there would be a meeting of the Community Centre Management Committee on Monday 18 January in the Florence Green Room beginning at 7.30pm.
- d. General Road Works. Councillor Wilkinson advised that the raised kerb at the entrance to Narborough Primary School had been marked up to rectification but had been further raised following the recent heavy rain. It was noted that the Denny's Walk/Marham Road junction remained subject to considerable flooding following heavy rain and that the drains on the east side of Marham Road opposite the telephone box appeared to be blocked again. The Clerk would take hastening action with Norfolk Highways.
- e. Hedge outside 7 Eastfields. It was noted that the hedge outside 7 Eastfields is still obstructing the footway. The Clerk would take hastening action with the occupier and if there was no positive action pass the matter onto Breckland Council.
- f. Heritage Centre. The Clerk advised the Meeting that the future of the Heritage Centre was still uncertain. He and Mr Turner would be visiting the Heritage Lottery Fund at Cambridge for advice on submitting a grant application for the purchase of the building by the trustees. However, as a probable requirement for such an application to be successful would be for the Heritage Centre to considerably increase opening hours and allowing for the fact that there is already a shortage of volunteers to man the Heritage Centre this could well prove a stumbling block for any application. In the meanwhile the Canberra cockpit was being donated to the RAF Marham Museum where it would be kept under cover with the proviso that the present memorials on the cockpit are retained. RAF Marham had also offered to make space for the Narborough Aerodrome and 59 Squadron exhibits in the RAF Marham Museum if the Heritage Centre should have to close.

21. Next Meeting. It was noted that the next Meeting is on Monday 1 February 2016. Councillor Wilkinson passed on his apologies for non-attendance as he is committed to a previous meeting.

**The Meeting Closed at 9.30pm**