**MINUTES OF A MEETING OF NARBOROUGH PARISH COUNCIL HELD ON WEDNESDAY 4 APRIL 2018 IN THE CHURCH CENTRE BEGINNING AT 7.30pm**

**Present:**

 **Mr D Williams JP Chairman**

 **Mr A Brinsdon Councillor**

**Mr J Collins Councillor**

 **Mr S Davey Councillor**

 **Mr M King Councillor**

 **Mr P Wilkinson Vice-Chairman & Breckland Councillor**

**Also In Attendance:**

 **2 Members of the Public**

 **Mr D Burchell Clerk to the Council**

1. Apologies. Apologies were accepted from:
	1. Councillor R Green
	2. Norfolk County Councillor E Colman.
2. Minutes of Meeting Held on 5 March 2018. The Minutes of the Meeting held on Monday 5 March 2018 were unanimously approved and signed as a true and accurate record of the Meeting.
3. Declarations of Other registrable Interests. Councillor Wilkinson declared other registrable Interests in Items 12a to 12j.

**Standing Orders were suspended at 7.34pm**

1. Public Participation:

Public:

Comment was made about the Council’s objections to the Swaffham Road development being overruled by the Breckland Planning Committee.

District:

Grants of up to £500.00 are available to aid the publicising of WW1 War Memorials.

**Standing Orders reinstated at 7.45pm**

1. Chairman’s Announcements. The Chairman stated that an incident in the village on Wednesday 28 March is still under police investigation and advised that it would be inappropriate for members of the Council to make any comment to the media.
2. Complaint to Breckland re Persimmon Homes Development:
	1. After some discussion it was:
		1. Considered that the officer who chaired the meeting with Persimmon and Capita had not had sight of the original letter of complaint.
		2. Considered that the presence of the Enforcement Officer was inappropriate.
		3. Considered the problem was with the management and monitoring of the development by both Capita and Breckland from the very beginning.
		4. Considered the complaint has not been resolved.
	2. It was unanimously resolved that the council ask for the complaint to be taken to Stage 2.
3. Neighbourhood Plan:
	1. The Chairman recommended that the Council set up a Task to Finish Committee to investigate costs and practicality of setting up a Neighbourhood Plan and offered to Chair the Committee.
	2. It was noted that:
		1. Such a plan could cost in the region of £14,000 to £16,000.
		2. Experience from other communities suggested that upper echelons of local government may not always honour or support the Plan.
		3. The existence of such a plan could be advantageous when dealing with Planning Inspectors.
		4. If such a plan did not exist it could prove difficult to fight against any future planning applications for major developments.
	3. There was some discussion as to cost effectiveness of such a plan.
	4. It was proposed by the Chairman and resolved by 5 votes in favour and one abstention that the Chairman carry out a further investigation, to include conversation regarding the Swanton Morley Neighbourhood Plan, and report his findings to the next Meeting.
4. Governance Statement:
	1. The Governance Statement for the Annual Report for the Financial Year ending 31 March 2108 was reviewed and found to be compliant.
	2. It was unanimously resolved to approve the Governance Statement for the Financial Year ending 31 March 2018.
5. Letter of Complaint:
	1. It was noted that the anonymous letter of complaint concerning the MUGA planning application, the Community Centre Management Committee and the Parish Council, was available to be seen on the Breckland Planning Portal.
	2. It was unanimously agreed that as the letter is anonymous the Council not make any reply.
6. MUGA. It was noted that the Council is still awaiting the outcome of the planning application and the application to Breckland for release of S106 monies.
7. Persimmon Homes – Tree Planting in Buffer Zone:
	1. It was noted that in the reply refusing the Council’s request to replace 2 trees backing onto 15 Westfields with bushes Persimmon Homes recognised that the buffer zone has always been included as part of the planning permission.
	2. It was unanimously resolved to take no further action at this time.
8. Planning Applications:
	1. 3PL/2016/1084/HOU – Undecided.
	2. 3PL/2017/0768/F – Undecided.
	3. 3PL/2017/0869/F – Undecided.
	4. 3PL/2017/0997/VAR – Undecided.
	5. 3PL/2107/1001/VAR – Undecided.
	6. 3PL/2017/1046/O – Land to north of Swaffham Road – passed at Committee awaiting formal permission.
	7. 3PL/2018/0107/VAR – Undecided.
	8. 3PL/2018/0154/VAR – Pentney Leisure & Bowls Club – land to be used for caravans for residential purposes – Council objected on following grounds:
		1. Site too close to River Nar SSI.
		2. Site is too remote from local services.
		3. Site does not provide adequate off-site facilities for pedestrians etc to link with existing service centre facilities.
	9. 3PL/2018/0242/HOU – 63 Westfields – removal of outbuildings and construction of single storey extension to rear. – No Objections.
9. Correspondence. There was no significant correspondence to be brought to the attention of the Council.
10. Reports:
	1. Norfolk ALC Spring Conference. Councillor Wilkinson advised that he, Councillor King and the Clerk had attended the Norfolk ALC Spring conference where among other subjects covered good advice on the implantation of the General Data Protection Regulations was provided.
11. Finance. The following invoices were unanimously approved for payment:
	1. D J Burchell – Clerk’s salary for March - £282.69
	2. HMRC – PAYE for March - £70.60
	3. Westcotec Ltd – Lighting Maintenance January to March - £167.79.
	4. Norfolk ALC – 3 x Attendance at Spring Conference - £198.00
	5. Norfolk ALC – Annual Subs - £386.18.
12. Village Matters:
	1. Pot Holes. Councillor Wilkinson advised of 2 pot holes - one on Main Road and one at Ship Inn Corner – the Clerk will measure and report them.
	2. Flooding Denny’s Walk and Eastfields. Councillor Davey asked that the Clerk continue to press to resolve the flooding problems at the Denny’s Walk/Marham Road junction and the Eastfields/Marham Road junction.
	3. School Alley. Councillor Collins asked that Narborough Primary School be approached again regarding the proposal that they make part donation towards the maintenance of School Alley.
13. Next Meeting. It was noted that the next meeting will be on Wednesday 9 May. Items for the Agenda will include:
	1. Election of Chairman and Vice-Chairman.
	2. Allocation of Councillors’ Posts.
	3. Approval of End of Year Accounts
	4. Approval of Annual Return.
	5. Neighbourhood Plan.

**The Meeting Closed at 8.55pm**

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