**MINUTES OF A MEETING OF NARBOROUGH PARISH COUNCIL HELD ON MONDAY 3 SEPTEMBER 2018 IN THE CHURCH CENTRE BEGINNING AT 7.30pm**

**Present:**

 **Mr P Wilkinson Chairman & Breckland Councillor**

 **Mr J Collins Vice Chairman**

 **Mr S Davey Councillor**

 **Mr M King Councillor**

**Also In Attendance:**

 **Mr E Colman Norfolk County Councillor**

 **5 Members of the Public**

 **Mr D Burchell Clerk to the Council**

1. Apologies. Apologies were accepted from Councillor D Williams and Councillor R Green.
2. Minutes of Meeting Held on 6 August 2018. It was proposed by Councillor Davey, seconded by Councillor King and unanimously resolved to approve the Minutes of the Meeting held on Monday 6 August 2018 which were 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:
	1. Councillor Davey – Item 10g.
	2. Councillor Wilkinson – Items 10a to 10h.
4. Public Participation:

**Standing Orders Suspended at 7.32pm**

Public:

Question as to whether the Council could confirm the proposed route to be taken by lorries serving the planned sand extraction site between Marham and Shouldham. Nothing known at his time but Council would expect to be consulted.

Planning Application for 3 dwellings on land to the west of the Old School House – question as to whether abundance of wild life will be taken into consideration by Planning Authority – Chairman explained that such things are automatically taken into consideration as part of the planning process.

County Councillor:

County Council will be objecting to the proposal to bring control of the Norfolk Fire and Rescue Service under the authority of the Police & Crime Commissioner.

There is a proposal to privatise some parts of Highways to NORSE. This would expect to produce a £0.5m saving. Road gritting will remain under the direct control of the County Council.

District Councillor. Nothing to report due to recess.

**Standing Orders Reinstated at 7.49pm**

1. Chairman’s Announcements. None.
2. Co-Option to Council. It was noted that two residents have expressed an initial interested in joining the Council; it was hoped that one or both would confirm their interest by the October meeting.
3. MUGA and Keep Fit Equipment. It was noted that:
	1. The Keep Fit equipment has now been installed apart from the requisite notice which should be delivered within the next few weeks.
	2. There is a 10 week lead in for the MUGA and consequently the Clerk has placed the equipment on order resulting in an anticipated installation date in early December.
4. Tree Survey. Councillor Collins agreed to organise a meeting with Revd Canon Stuart Nairn, himself and Councillor Williams to agree the priorities for the tree works in the Churchyards.
5. Tree Overhanging 28 Old Vicarage Park:
	1. It was noted that to date only one quotation, out of the four requested, has been received for cutting back the Weeping Willow overhanging 28 Old Vicarage Park, but the Clerk is expecting a second quotation later in the week.
	2. It was unanimously resolved to wait for the second quotation and to allocate the contract at the October meeting.
6. Planning Applications:
	1. 3PL/2017/07568/F – Willow Bank, Main Road – erection of 1 block of 3 terraced houses- Undecided.
	2. 3PL/2017/0997/VAR – Persimmon Homes – Undecided.
	3. 3PL/2017/1001/VAR – Persimmon Homes – Undecided.
	4. 3PL/2018/0154/F – Pentney Leisure & Bowls Club – land to be used for caravans to be occupied for residential purposes – to go before Planning Committee.
	5. 3PL/2015/1180/O – 40 dwellings to west of Chalk Lane – awaiting full planning application.
	6. 3PL/2018/0928/F – land west of Old School House – erection of 3 dwellings – council will object on following grounds – proposed site is outside village envelope, is on a national speed limit road and erection of dwellings may encourage ribboning along Narford Road.
	7. 3PL/2018/0936/F – 31 Eastfields – erection of chalet bungalow – No objections as noted that outline permission already granted.
	8. 3PL/2107/1150/O – Land off Meadow Road – erection of cottage - notice of appeal.
7. Correspondence. There was no correspondence to bring to the attention of the Council.
8. Reports. There were no reports on attended external meetings.
9. Finance. The following invoices were unanimously approved for payment:
	1. D J Burchell – Clerk’s salary for August - £288.60
	2. HMRC – PAYE for August - £72.00
	3. CGM Group (East Anglia) Ltd – Spray Closed Churchyard - £36.00
	4. CGM Group (East Anglia) Ltd – Spray Extended Churchyard - £36.00
	5. Zurich Insurance – additional cover for Keep Fit equipment - £135.18
	6. Leisure Ltd – Keep Fit Equipment - £16,062.83.
10. Village Matters:
	1. Dogs on Playing Field. Councillor Davey reported that several residents had advised that some dog owners are allowing their dogs to run off the lead on the Playing Fields and that there was no ‘Keep Dogs on Lead’ notice at the Eastfields entrance. Councillor Collins stated that the provision of the notices is the responsibility of the Community Centre Management Committee and that several notices at the Eastfield entrance had been removed by persons unknown. He would bring the residents’ concerns to the notice of the Community Management Committee at their next meeting.
	2. Keep Fit Equipment. The Clerk advised that to keep the insurance on the Keep Fit Equipment valid the equipment will need to be inspected on a weekly basis and the results of the inspection noted. Wicksteed Leisure had supplies an appropriate check list but a decision needs to be made as to who will carry out the checks. Councillor Collins suggested that as the equipment is on land managed by the Community Centre Management Committee it would be appropriate for the Community Centre caretaker to carry out the checks at the same time as he does his weekly check on the existing play equipment. It was agreed that Councillor Collins take this proposal to the next Community Centre Management Committee meeting. The Clerk would be able to provide the appropriate check list and would in the meantime carry out the checks.
11. Next Meeting. It was noted that the next meeting is on Monday 1 October. Items for the meeting will include:
	1. Co-option of member.
	2. Tree Survey
	3. MUGA update
	4. Tree Overhanging 28 Old Vicarage Park.

**The Meeting Closed at 8.40pm**