**MINUTES OF A MEETING OF NARBOROUGH PARISH COUNCIL HELD ON MONDAY 4 MARCH 2019 IN THE CHUCH CENTRE BEGINNING AT 7.30pm**

**Present:**

 **Mr P Wilkinson Chairman & Breckland Councillor**

 **Mr J Collins Vice Chairman**

 **Mrs S Cox Councillor**

 **Mr S Davey Councillor**

 **Mr M King Councillor**

 **Mr D Williams JP Councillor**

**Also In Attendance:**

 **Mr E Colman Norfolk County Councillor**

 **Mr G Bartlett Narborough Museum Group**

 **Mr J Coe Narborough Football Club**

 **Ms S Greeno Sport & Play For All Steering Group**

 **9 Members of the Public**

 **Mr D Burchell Clerk to the Council**

1. Apologies. There were no apologies for absence.
2. Minutes of Meeting Held on 4 February 2019. The Minutes of the Meeting held on Monday 4 February 2019 were unanimously approved and signed as true and accurate record of the Meeting.
3. Declarations of Other Registrable Interests. Councillor Wilkinson declared Other Registrable Interests in Items 11a to 11d.
4. Public Participation.

**Standing Orders Suspended at 7.31pm**

County:

Norfolk County Council budget approved resulting in 2.9% increase in Council Tax primarily to cover Social Care.

Selling of Care Homes – legal move to transfer assets to NORSE who are primary deliverers of care for the County.

Roman Catholic Free School – consultation continues regarding setting up of a Roman Catholic Free School at the Convent in Swaffham

Ultrafast Broadband - £8m investment in ultrafast broadband throughout the County.

District:

Town & Parish Forum – held at Breckland Council – main points circulated to councillors.

Breckland Budget – approved resulting in £4.45 rise in Council Tax for Band D – lower bands subject to lower increases.

Public:

Skippers Meadow/Westfields Footway – Councillor Colman liaising with Highways.

Narford Road – verges need cutting back and clearing – Clerk and Councillor Colman to liaise with Highways.

Highways Rangers – noted that Highways Rangers have still not revisited the village – Councillor Colman liaising with Highways.

Potholes – still a large number of potholes on village roads – Councillor Colman and councillor Williams will walk the ground with Highways representative to identify areas of concern.

Skippers Meadow/Westfields Buffer Zone – informed by Mr c Walker that he has been advised that the matter will be subject of a report to the (Breckland) Council.

**Standing Orders Reinstated at 7.55pm**

1. Chairman’s Announcements. There were no Chairman’s announcements.
2. Letter from Mr C Walker. The Council acknowledged a letter from Mr c Walker regarding the openness of procedures relating to S106 money associated with the Skippers Meadow development and confirmed that a written reply will be sent to Mr Walker addressing his concerns. It was explained that the matters in the letter would be attended to by the full Council, but that this item would be addressed at a closed session at the end of the Meeting.
3. S106 bids:
	1. The Clerk informed the meeting that he has received a formal request for the Council to consider a S106 bid from the Cricket Club. However, he had only received the request on 2 March and the Club has not had sufficient time to prepare the bid for this meeting.
	2. It was proposed by Councillor Williams, seconded by Councillor Davey and unanimously resolved that the Cricket Club bid should be considered along with the three other proposals already put to the Council. These to be discussed at an Extraordinary Meeting on a date to be arranged by the Clerk.
	3. The Clerk explained that:
		1. There is nothing to prevent the Council supporting all four bids.
		2. The final decision is made by Breckland Council regarding allocation of the S106 money.
		3. There is nothing preventing any leisure group making an independent bid for the S106 money.
		4. It is acknowledged that the Museum Group already has Council support for their application.
	4. It was agreed that as the representatives of the Museum Group, the Football Club and the Sport & Play For All Steering Group were in attendance they should be given the opportunity to present their case to the Council. It was confirmed that no decision would be made at this meeting regarding support from the Council until the Extraordinary Meeting.
	5. The following bids were presented to the Council:
		1. Narborough Museum Group – Provision of a Museum on Community Centre land – approximate cost of £15,476.80 ex VAT.
		2. Narborough Football Club – Improvement of playing surface of football pitch - £11,850.00 including VAT – requested to obtain ex VAT quotation for Extraordinary Meeting.
		3. Sport & Play For All – provision of Cableway (Zipwire) at £9,852.60 ex VAT and of Swirl wheelchair friendly roundabout at £9,196.60 ex VAT.

**Any members of the public wishing further details of these bids should contact either the organisation concerned or the Clerk to The Council.**

1. Defibrillator:
	1. It was explained that two recent incidents in the community has raised the question of the need for a community defibrillator.
	2. Councillor Williams suggested that it would be prudent, if costs allow, to provide two machines – one indoor unit to be located at the Community Centre and an outdoor unit to be located in the telephone box if it can be made available under the ‘adopt a phone box’ scheme.
	3. The Clerk explained that when BT had originally proposed the closure of the telephone box the Council has objected on the grounds of poor mobile coverage in the area. However, that had been some 8 or 9 years ago and since then reception in the area has improved considerably. He will investigate whether the Council could now request to take ownership of the phone box under the BT scheme.
	4. It was noted that an indoor unit can be purchased for between £895.00 and £995.00, while an outdoor unit can be purchased for between £1269.00 and £1349.00.
	5. It was proposed by Councillor Collins, seconded by Councillor Williams and unanimously resolved to investigate the provision of 2 community defibrillators; an indoor unit to be located at the Community Centre and an outside unit to be located in the village phone box or other location if this is not possible.
2. Play Area/MUGA Annual Inspections:
	1. It was noted that:
		1. An annual inspection is essential for insurance purpose.
		2. Wicksteed Play can provide annual inspections of:
			1. The MUGA for £45.00
			2. The play area consisting of the keep fit area and the Community Centre Play Area for £45.00.
		3. An additional separate report showing the detailed analysis of risk assessment from each annual inspection can be provided for an additional £15.00 for each area.
		4. For the purpose of these prices a play area is a playground with 9 items or fewer.
	2. It was proposed by Councillor Williams, seconded by Councillor Collins and unanimously resolved to price a contract with Wicksteed Play for an annual inspection of the MUGA and play area with the addition of a Risk Assessment Report taking into consideration the possible addition of a cableway and Swirl roundabout to the equipment held by the Council.
3. Breckland Local Plan. It was noted that there are no major adverse changes to the Breckland Local Plan relating to the proposed additional Chalk Lane development.
4. Planning Applications:
	1. 3PL/2017/0768/F – Willow Bank, Main Road – Erection of 3 terraced houses – Undecided.
	2. 3PL/2017/0997/Var – Persimmon Homes – Undecided.
	3. 3PL/2017/1001/Var – Persimmon Homes – Undecided.
	4. 3PL/2015/1180/O – 40 dwellings to west of Chalk lane – Undecided.
5. Correspondence. There was no significant correspondence to bring before the Council.
6. Reports. There were no reports onatt5ended external meetings.
7. Finance. The following invoices were unanimously approved for payment:
	1. D J Burchell –Clerk’s salary for February - £288.60.
	2. HMRC – PAYE for February - £72.00.
8. Village Matters:
	1. Information Day for Senior Citizens. Councillor Williams asked if the Council still wishes him to arrange an information day for senior citizens to inform them of help available through Age Concern and similar organisations. I t was unanimously agreed that he should arrange such a day subject to cost of hire of the Community Centre main hall.
	2. Denny’s Walk Wigwag Signs. Councillor Wilkinson stated that he has arranged with the head teacher of Narborough Primary School to hold a competition for the pupils to produce an A4 portrait sign to replace the present ‘when the lights show’ wigwag sign. Councillor Colman confirmed that he believes that the costs of replacing the present signs can be covered with his local budget. The Clerk will obtain a quote from Westcotec for replacing the existing signage and discuss with them and Highways whether the timing of the lights should be changed.
	3. Shared Drains. Councillor King advised that householders with shared drains should consider initially contacting Anglia Water if they have a blocked drain problem.
9. Next Meeting. It was noted that the next meeting will be on Monday 1 April preceded by the Annual Village Meeting which will begin at 7pm.

**The members of the public were requested to leave the meeting to enable the Council to address Item 6.**

**The Meeting Closed at 9.15pm**