

Acle Parish Council

Meeting Date: Monday, 25th June 2007
Venue: Methodist Church, Bridewell Lane, Acle
Time: 7.30 p.m.

Present: Mr B Brooks, Mr D Dickeson, Mrs E Elliott, Mrs D Fisher,
Mr J Harriss, Mrs L Hemsall, Mr N Law, Mr R Perry,
Mr B Tibbenham (Chairman).

1. PUBLIC FORUM

There were fourteen members of the public present, together with and Brian Iles (County Councillor) Matters raised included excessive run-off from A1064 at Hermitage Close and repeated flooding at Aldis Road.

The Police gave a report on local reported crimes, including some graffiti at the Recreation Centre. Some local young people requested assistance with the creation of a dirt biking facility. It was agreed to investigate this further.

2. **APOLOGIES** Mr R Clarke, Mr B Coveley, Mr B Grint.

3. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Lana declared a personal and prejudicial interest in the planning application for her property.

4. **MINUTES** The minutes of the meeting held on 21st May 2007 were signed as correct by the Chairman.

5. MATTERS ARISING

5.1 All councillors have completed register of interests forms and these have been sent to Broadland District Council.

5.2 It was decided to monitor the use of the compost bins at the cemetery before purchasing additional bins. It was agreed to build a further compost bin at the top of the cemetery to take the overflow cuttings and flowers.

5.3 The judges for the EDP Village of the Year visited the village and spoke with several members of the community.

5.4 The clerk explained that the grass in the Damgate Lane play area had not been cut because the lock had been changed. It was requested that the cut grass be tidied up in some way.

5.5 No one has offered to water the hanging baskets. Diane's son has kindly offered to help out this year.

6. CORRESPONDENCE

6.1 BDC has offered to remove some graffiti at the Recreation Centre as part of a community scheme.

6.2 A copy of the Joint Core Strategy for Broadland, Norwich and South Norfolk has been received and will be circulated.

6.3 Councillors are invited to attend the NCAPTC Area Meeting on 10th July.

6.4 There will be a meeting of the Safer Neighbourhood Team for the Acle area on Thursday, 19th July at 7.00 p.m.

6.5 A meeting has been arranged to discuss the advantages of the Quality Parish Council Scheme on Thursday, 28th June.

7. PLANNING MATTERS

7.1 Plans discussed at the meeting:

i) **Mr & Mrs Hemsall, 21 South Walsham Road** - erection of a single storey garage/workshop/store. (Lana declared a personal and prejudicial interest in the plans, left the room and took no part in the discussion nor voting.) After some discussion it was agreed to object to the plans as the councillors felt they represented an over-development of the site and the buildings would be over-dominant as they would be adjacent to the footway.

7.2 Planning results from **Broadland District Council**:

i) **Travelodge** - extension to provide 19 bedrooms - full approval.

ii) **Mr & Mrs Rea, 14 Fishley View** - erection of conservatory to side - full approval.

iii) **Fletcher Rooms** - erection of shelter - full approval.

iv) **Mr & Mrs Whittaker, 3 George Lane** - side extension - full approval.

v) **Acle PCC, Church rooms** - single storey extension - full approval.

vi) **Acle Police** - conversion of garage to locker room and new car park - full approval.

vii) **Ms Randell, 32 The Street** - extend boundary wall - full approval.

8. HIGHWAY MATTERS

8.1 NCC has sent a proposal to extend the double yellow lines around the green and to add parking restrictions adjacent to the Fire Station on Old Road. It was agreed to request a site meeting to discuss this further.

8.2 A soakaway in St Edmunds Road was reported to need clearing out.

8.3 Stretches of footway in Englands Road which were repaired fairly recently already have weed regrowth and cracking.

8.4 The newly constructed dropped kerb at Mill Lane appears to have been left unfinished.

8.5 The clerk confirmed that “no smoking” signs would need to be put up in the toilets and bus shelters by next week.

8.6 It was reported that the permissive path needs cutting at the Mill Lane end.

8.7 The footpath at the top of Mill Lane is badly rutted.

9. STREET LIGHTING

Two lights were reported for repair.

10. PARISH PLAN

Processing of the questionnaire continues.

11. ACLE REGATTA AND BEER FESTIVAL

Brian reported that Acle Regatta was successful.

There was a request for the Parish Council to take on the organisation of the beer festival; after some discussion it was agreed that there was not enough information available about risk assessments and other planning so it was not felt to be appropriate for the Council to take this on. It was suggested that the Acle Village Events Committee should investigate their own insurance to enable them to run several events over the year.

12. FLASHING SPEED SIGN

Diane Fisher and the clerk reported on a further meeting with NCC. A smaller vehicle activated sign has been suggested, and tried out, which could be located nearer to the village boundary and which appeared to result in vehicle speeds reducing in time for the Hermitage Close junction. There are concerns from the resident adjacent to where the sign would be located. Further details are awaited before a decision can be made.

13. CEMETERY

It was reported that several memorials are leaning, apparently because of changes in the ground, rather than because the memorial fixings had failed. It was agreed to repair those most at risk and to consider budgeting for further works.

A complaint has been received about a tree overhanging memorials. It was agreed to have the trees pruned in the Autumn.

14. CHRISTMAS LIGHTS

A quotation was received to replace the Christmas lights along the shop fronts. The price to replace the existing lights is £4,126. It was agreed to accept this quote and the councillors chose multicoloured lights. It was agreed to write to the other premises to find out if they would like the Council to add lights to their properties.

15. BEIGHTON ROAD PLAY AREA

The fencing and a bench are broken and there is some litter at the play area. It was agreed to ask Mick Ward to spend one hour per month there to pick up litter. It was agreed to carry out the repairs as necessary.

16. RECREATIONAL FACILITIES

Following the request during the public forum, it was agreed to investigate more about dirt biking facilities.

17. FINANCIAL STANDING ORDERS AND DUTIES OF THE RESPONSIBLE FINANCIAL OFFICER

These were agreed and Basil Tibbenham was authorised to sign on behalf of the Council.

18. RISK ASSESSMENT AND INTERNAL CONTROL

The risk assessment was agreed and Basil Tibbenham was authorised to sign on behalf of the Council. The current internal audit and other financial control measures were discussed and agreed to be adequate and effective; the cheque signatories compare cheques with invoices before payment, payments and income are reviewed in comparison with the annual budget and the report from the internal auditor is considered at full council meeting.

19. ANNUAL RETURN

The councillors had been circulated with a copy of the Statement of Assurance. It was agreed that the Council had fulfilled all requirements of the Return. Basil Tibbenham was therefore authorised to sign the Return on behalf of the Council.

20. FINANCE

£

Receipts:

First half precept	22,250.00
Burial and memorial fees	475.00
SWPC - reimb. Stationery	20.34
NCC - verge cutting	1,440.86
Bank interest	0.23

Cheques for payment:

Repairs to toilets	75.00
Siemens DD - rental of photocopier	99.40
Anglian Water - allotments	13.09
Anglian Water - cemetery	22.93
Anglian Water - toilets	1,225.30
EON - electricity	532.06

Broadland DC - rates	13.56
Broadland DC - refuse collection	97.50
Christopher James - watering	126.00
P James - clerk's fee and exps	664.44
Inland Revenue - PAYE & NIC	459.90
Mick Ward - cleaning	512.35
D Ager - repairs to toilets	264.38
Norfolk Pension	149.29
Garden Guardian - grass cutting	721.16
Wilkersons - supplies	79.50
T T Jones - repairs to lights	479.41
Diane Fisher - refreshments	6.72
Norfolk County Services - grass cutting	72.14
Hugh Crane Ltd - supplies	10.22
P James - reimb. phone bill	49.66
Zurich - additional insurance	28.13
Jack Angel - work at allotments	1,000.00
Basil Tibbenham - chairman's allowance	45.00

The above amounts were agreed and the cheques were signed.

21. DATE OF NEXT MEETING - Monday, 30th July 2007.

There being no further business the meeting closed at 9.45 p.m.

Signed.....
Chairman

Dated: 30th July 2007