

**MINUTES OF THE MEETING OF SPIXWORTH PARISH COUNCIL HELD AT
8.00pm on TUESDAY 1 March 2016 at SPIXWORTH VILLAGE HALL**

PRESENT

COUNCILLORS: Mr M. Baggaley (Chairman)
Mrs D. Holdroyd (Vice-Chairman)
Mrs R. Leighton Mr V. Barrell
Mrs S. Holland Mr S. Vincent
Mrs S. Rudling Mr J. Sadler
Mr J. Tibbenham Mrs K. Vincent

PUBLIC: 4 members of Public, Ben Burges: Broadland District Council
CLERK: Mrs R. Buck

THE CHAIRMAN welcomed everyone to the meeting.

Ben Burgess from Broadland District Council delivered a presentation regarding the developments that are planned for the surrounding areas, including Beeston Park, Buxton Road and Moorsticks. He provided a map of the area that identified where the developments are in relation to Spixworth.

Buxton Road development: There has been outline planning permission provided for a minimum of 225 dwellings. It was anticipated that full planning permission will be requested towards the end of 2016.

Moorsticks: Broadland District Council are working with developers regarding outline planning permission for 18 dwellings. Planning permission has not yet been granted.

Beeston Park: Outline planning permission has been granted. Phase 1 is land beside Buxton Road and it is anticipated that an initial 300-350 homes will be built with an additional 400 on the second piece of land within Phase 1. Other phases will then progress.

It is proposed that Beeston Park will come with 2 primary schools and 1 High School, however they are not due for construction until Phase 1 has been completed.

Link roads will also be built in correlation with property construction. All traffic predictions are models and therefore additional research will be undertaken after construction to ensure road safety.

The airport safety zone will protect green space from any further construction.

North Walsham Rugby Ground is also due to have development although there are no plans yet.

Public comments

A member of the public requested an update regarding planning application for the land adjacent to St Mary's Care Home. He had heard a report that the Parish

Council were changing the conditions under which the development was to be progressed in relation to the allotments and the pathway. The Chairman reassured the Parishioner that the Parish Council are working with Broadland District Council and the Land owner to progress the application further however the Parish Council has a duty of care to all the Parishioners of Spixworth and not just those that may be effected when considering planning applications.

REPORTS FROM DISTRICT / COUNTY COUNCILLORS

Councillor Roper sent his apologies and provided a written report. At both District and County the key issue for February has been the budget. Norfolk County Council will be increasing Council tax by 3.99% in order to protect services in line with the responses to the public consultation. Broadland will be maintaining a Council tax freeze by virtue of being able to draw on reserves.

POLICE MATTERS

Crime Statistics

The figures for February were noted; 27 calls had been taken by the Control Room from/regarding the parish, and 1 crime had been logged.

Safer Neighbourhood Team Report

PCSO Moore sent her apologies and provided a written report.

She conducted a surgery on Wednesday 3rd February 2016 from 6-7pm at the CO-OP Store Crostwick Lane where community issues were discussed and advice offered to staff and patrons of the store.

The next planned surgery is at The CO-OP Store Friday 11th March 2016 from 11-12pm

She continues to patrol the village at every opportunity and particularly in the area of both village schools at opening and closing times when possible to monitor the parking.

She has supported the cycle proficiency sessions at Woodland View School, and also attended a 'good work' assembly.

Please check security of sheds, garages, outbuildings heating fuel and never leave cycles insecure whilst unattended and report any suspicious activity seen.

AGENDA

1. APOLOGIES were accepted from Councillor A. Cassam, Councillor S. Macdonald, County Councillor Dan Roper and PCSO Moore

2. DECLARATIONS OF INTEREST

Councillor Sadler: as a member of Broadland Standards Committee; Chairman of the Norwich Airport Consultative Committee; a personal interest in any matter relating to the Code of Conduct or the bodies stated and acting Vice-President of Norfolk ALC.

Councillor S. Vincent: as a District Council ward member for Plumstead and Broadland District Council Cabinet Portfolio Holder for Planning.

Councillor K. Vincent: as a District Council ward member for Old Catton and Sprowston West.

Councillor R. Leighton declared an interest in item 5.7 of the agenda.

Councillor S. Rudling: Manager of Spixworth Village Hall.

3. THE MINUTES of the previous meeting held on 02 February 2016 which had been circulated, were agreed, and signed by the Chairman as a true record with the following amendment.

Item 2: Remove Councillor K. Vincent from declaring an interest as her apologies had been given.

AOB: To change Clerks leave from 20/03/16-06/06/16 to 20/03/2016-06/04/2016.

4. MATTERS ARISING

There were no matters arising to discuss.

5. FINANCE

5.1 To note Balances; to approve Payments as per tabled schedule

Cheques and Payments detailed on the attached schedule and totalling £6147.33 and £12296.88 were authorised for payment.

5.2 To approve new bank signatories

Councillor S. Holland and Councillor V. Barrell were approved by Parish Council to become signatories on the Parish Council bank account.

5.3 To approve purchase of a filing cabinet.

A filing cabinet for the Parish Council office was approved.

5.4 Applications for Financial Assistance

5.4.1 Cruse Bereavement Care

5.4.2 Parishioner of Spixworth

The applications were turned down as per the Parish Council grants policy for 2016/17.

5.5 To note bank reconciliation

Councillor M. Baggaley and Councillor D. Holdroyd confirmed bank reconciliation for February 2016.

5.6 To note Budget Control Report

The Clerk provided a budget control report for year to date.

5.7 To approve the contractor for Grass Cutting 2016/17

The Clerk informed the Council that Norse had provided a second quotation to fulfil the specification and would install a ticketing system to evidence work was carried out. Garden Guardian also provided a second illustration which amended the specification required.

Councillor V.Barrell proposed Norse for the contract with the condition that invoices would only be paid once the work was completed satisfactorily. Councillor K. Vincent seconded the motion which was approved unanimously.

5.8 To approve dog bin emptying contractor and services

The Clerk reported the current bin collections were completed by Broadland District Council. Scooper Dooper a rival collection service were cheaper and came recommended by neighbouring parishes. Councillor J. Tiddenham proposed Scooper Dooper which was seconded by Councillor S. Rudling. The Clerk was asked to not instruct Scooper Dooper yet but to enquire regarding responsibility of dog bins within Spixworth.

5.9 To note update on the loans to Spixworth Village Hall and Social Club

Councillor S. Rudling reported that the Village Hall was outstanding quotes from the electricians and until the Village Hall knows the true cost of work they are unable to put in a final loan figure.

5.10 To agree street lighting power contract

The Clerk provided illustrations from the street lighting provider which showed that 12, 24, 36 month contracts. Spixworth is currently on a rolling contract with a higher kWh charge. Councillor S. Vincent proposed a 12 month contract with E:ON, seconded by Councillor D. Holdroyd and approved unanimously.

5.11 To agree an increase of insurance with Zurich

The Clerk reported the insurance cover was not sufficient and provided an illustration to ensure insurance cover was adequate. Councillor S. Vincent proposed to increase the insurance as per the illustration, seconded by Councillor S. Rudling. This was approved unanimously.

5.12 To approve Locum arrangements for 21/03/2016-07/04/2016

It was approved for a locum to be sourced and contracted for a maximum of 20 hours over the second week to incorporate the April Parish Council meeting, preparation and minutes.

5.12 Any Other Financial Matters (for information only)

The clerk noted the internal audit date of 1 June 2016 and that the compliance declaration had been completed for the Pension Regulator.

6. PLANNING MATTERS

6.1 Planning Committee

6.1.1 The minutes of the Committee meeting held on 16 February 2016 were ratified with the following amendment.

To replace the word approved with supported on all applications.

6.1.2 The Chairman of the Planning Committee gave a verbal report of the Committee meeting held immediately prior to the Council meeting; the meeting agreed the recommended responses on applications.

6.2 Land adjacent to St Mary's Care Home

It was agreed that a further meeting will be held between NPLaw, Broadland District Council, the land owner and Spixworth Parish Council to progress the planning application and S106 agreement. All decisions made at this meeting will need to be approved at the Parish Council meeting on 5 April 2016.

6.3 Permissions and Enforcements

The Clerk had not received any information prior to the Parish Council meeting.

6.4 Any other planning matters

There were no other matters to discuss.

7. CORRESPONDENCE AND REPORT OF MEETING(S) ATTENDED

7.1 Correspondence List

A list of the correspondence received had been circulated, and was updated at the meeting; all items were available from the Clerk. A list is attached to the signed copy of these minutes.

7.2 Consultations / Invitations

It was approved for the Clerk only to attend the Norfolk ALC spring conference.

It was agreed for SAPS could place an internal structure which is not fixed inside the Parish Council container.

8. HIGHWAYS MATTERS

8.1 Maintenance matters.

The Clerk reported the list for the Highway rangers had been submitted.

8.2 Any other highway matters

It was reported that the trees on Buxton Road were overhanging. The Clerk will report it to Highways.

9. AMENITIES MATTERS

9.1 Dog Fouling

Following a number of complaints regarding dog fouling within the community the Parish Council agreed to highlight the problem further within the Parish newsletter. The Clerk is to speak to PCSO Jan Moore regarding persistent dog fouling. More information to be requested from Broadland District Council regarding their responsibility. The Clerk will write to the local school to promote awareness with parents and students.

9.2 Greg's Meadow entrance.

The condition of the path was noted. Enquiries will be made as to what can be done.

10. MEETING DATES FOR 2016 AND COUNCILLOR DETAILS

10.1 Meeting dates

The Parish Council agreed the Annual Parish meeting will be held in room 84 on Tuesday 19 April 2016. The Annual Parish Council meeting will be on 3 May 2016.

10.2 Councillors contact details

It was agreed that Councillor's telephone numbers will be displayed on the notice board.

11. PROJECT WORKING PARTY

The Clerk requested a project working party be created to look at and identify potential projects within the Parish. Councillors S. Rudling, R. Leighton, V. Barrell, S. Holland, J. Tiddenham and M. Baggaley will formulate an advisory group. Meeting to be arranged by the Clerk.

12. NORWICH INTERNATIONAL AIRPORT

Councillor J. Sadler reported a meeting was held on 1 February 2016. Minutes will be circulated when they become available.

13. AOB

There was no other business to discuss

14. FUTURE AGENDA ITEMS

There were no future agenda items at this time

With their being no further business the Chairman closed the meeting at 10.25