

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON TUESDAY 31ST MAY 2016 AT 7.00 PM IN THE VILLAGE HALL

**Present:** Mr J Sheringham, Mr R James (Chairman of the Parish Council), Mr A Lake, Mr C Horsley

**Others Present:** County Councillor M Kiddle-Morris

**1. Election of the Chairman and Vice Chairman**

Mr Horsley proposed Mr James for the position of Chairman of the Parish Council for the forthcoming year, seconded by Mr Sheringham and carried. Mr James accepted the position and signed the Declaration of Acceptance of Office form.

Mr James proposed Mr Lake for the position of Vice Chairman of the Parish Council, seconded by Mr Sheringham and carried. Mr Lake accepted the position but stated he would only hold the position for one year.

**2. Welcome and to consider accepting apologies for absence**

Mr James welcomed those present to the meeting and apologies for absence were received from Mrs L Rush and Mr T Mallon and these were accepted. Mr James had received a verbal resignation from Mr T Lewis, as he was moving out to America. Mr Lewis said he would send a written letter of resignation to the Parish Council.

**3. To declare any Interests re items on the agenda**

There were no interests declared.

**4. To confirm minutes of the meeting held on March 15<sup>th</sup>**

The minutes had been circulated and read. Mr Horsley proposed the minutes be accepted as a true and accurate record of the last meeting, seconded by Mr Lake, carried by the Council.

**5. To discuss any matters from the minutes of March (not on the agenda).**

There were no matters to discuss.

**6. To discuss Correspondence**

The following mail had been received:-

Copy of Clerks & Councils direct

A letter from Magpas requesting a donation. This will be considered in September.

An email from Sapid Designs had been received outlining some changes proposed for the website and requesting certain items of information. Photographs are needed for the Gallery and a brief history.

The information required was discussed at depth and the Parish Council will make sure they receive what they require in the near future.

**7. To receive the Crime and Policing Report**

The PCSO was not present, so no police report was available. This month's crime figures will be discussed in July.

**8. To discuss any Planning Issues**

Breckland – 3PL/2015/1299/O Mr C Shuart, Homestead, Main Rd., erection of 2 dwellings, going to Appeal. Councillor Kiddle-Morris confirmed that no action is required locally.

Breckland – 3PL/2016/0553 Mr H Powell, The Old Post Office, adjacent to The Canary & Linnett Public House, proposed residential development consisting of 2 dwellings with associated garages. The applicants had tried to put forward answers to some of the questions that had caused the original refusal. The Clerk will let the Chairman know what comments were made on the previous application and then the Chairman will email comments for the Clerk to send to Breckland. The view of the Councillors was that a one for one replacement of the current derelict property was preferred.

#### **9. To discuss Highways Matters**

Coming into Little Fransham from Dereham, one man hole cover has been repaired but there is a long line of man hole and drain covers that need attention. Highways England will be informed.

#### **10. To receive an update on the play park idea**

This item will be carried forward to the July meeting. Mr Horsley asked Cllr Kiddle0Morris some questions regarding some funding that was available but he did not have a great deal of information regarding the fund Mr Horsley had learnt about.

#### **11. To discuss the A47 crossing**

A meeting had taken place and during the time some surveillance was carried out, no-one attempted to cross over the A47 It would cost £200,000 to put in a crossing. Criteria has to be met and one point is that 50 people need to cross during rush hour. There have been no accidents during the last 10 years. So the criteria was not met as there were no accidents, not much traffic and 50 people did not try to cross. Also there are definite places where a crossing could not be put in, such as near a junction. So the Parish Council wishes it to be minuted for the record that it has tried its best to get a crossing put in place but for the above reasons it will not be possible.

#### **12. To authorize financial payments**

Mr Horsley proposed the following financial payments be authorised for payment, seconded by Mr Lake and carried:-

HMRC tax April – May £63.60	Clerk's net salary April – May £255.15
Wybone Ltd (litter bin) £164.09	Norfolk Association of Local Councils £117.68
Sapid Designs (website) £120.00	Clerk's pay in lieu of holiday £216.75

The clerk was asked to list the payments on the agenda in future.

#### **13. To adopt the end of year accounts and the Annual Return**

The Parish Council did not adopt the end of year accounts or the Annual Return as they considered the accounts to be incorrect.

#### **14. To discuss renovation of the milestone**

Mr Nigel Ford had sent the Clerk an email stating he was not going to be able to renovate the milestone so someone else will need to be found to carry out this work. The Chairman had seen some tradesmen advertising in the village magazine, so he will pass their information onto the Clerk so she can contact them for quotes and to recommend a suitable paint. The milestone will need some long life paint on it and the engraving will need some black lining.

**15. To discuss the future Dudgeon Project Funding**

A document had been sent setting out all the information necessary to apply for a grant for the bus shelters but according to Norfolk Community Foundation, Dudgeon have still not given the money to N.C.F. The Clerk will email Mr Nigel Tompkins to find out exactly when the money is going to become available and to see if he can unlock the current blocking of funds. The email to be followed up by a telephone call if necessary. If the problem remains, the Council will consider escalating to a more senior level.

**16. To discuss the information needed for Bus Shelters funding**

The Clerk had visited the Clerk at Necton, as requested, and the information she had obtained had been given to the Chairman who had put a costing together. All the necessary information has been passed onto Norfolk Community Foundation, who will be administering the fund, when the money is available.

**17. To receive an update on the litter bin to be installed at the village hall**

The litter bin has been delivered and is currently in Mr James's garage. It will be installed ready for use week commencing 6<sup>th</sup> June.

**18. To receive an update on the Village Sign**

This has not been renovated yet and Mrs Rush will be informed of this fact.

**19. To discuss training for the Defibrillator**

This will be an item for the July agenda.

**20. To receive items for next agenda**

- To discuss training for the Defibrillator
- To receive an update on the Village Sign
- To receive an update on the play park idea
- Dudgeon Project Funding
- To adopt the end of year accounts

**21. To confirm date and time of meeting**

The date of the next Parish Council meeting is set for Tuesday July 19<sup>th</sup> 2016 at 7.00 p.m.

The Chairman thanked everyone for attending. There being no other business to discuss, the Chairman declared the meeting closed at 8.45 p.m.

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Chairman

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Date