

# HEMPNALL PARISH COUNCIL

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## Minutes of the Parish Council meeting held on Tuesday 9th November 2010 at 7.30pm in The Mill Centre

### ACTION

#### Present

Chairman Geoffrey Moulton, Vice Chairman David Hook, Debbie Ashford (from Football Club Lamp Posts), Liz Allen, Kevin Cunningham (from the start of planning permission), Richard Delf, Hamish Rose, Peter Workman and the Clerk - Ian Nelson.

#### Members of the public present

Mr I Cundy.

#### Apologies

Apologies were received from District Councillor Mr Windridge and Debbie Ashford who would arrive 15 minutes into the meeting.

#### Declarations of Interest

The following declarations of interest were made re items on the agenda:

Mr Moulton declared an interest in the wind turbine item.

Mrs Allen declared a pecuniary interest in and left the meeting for the wind turbine items.

#### Minutes of the previous meeting

The minutes of the meeting on 13<sup>th</sup> October 2010 were approved and signed.

#### Public Participation

None.

#### Planning Applications

##### **New application since the last meeting:**

Mr A Coppin, White Lodge, Mill Road, Topcroft - Retrospective application for standing of farm machinery used in connection with applicant's agricultural business – Recommended approval.

IN

##### **Applications approved since the last meeting:**

Roadtechs Europe Ltd, Barondole Lane, Hempnall - Proposed Installation of three steel storage silos

Mr J Nolan, The Old Vicarage, The Street, Hempnall - Proposed erection of Victorian style glazed veranda canopy

Mr & Mrs N Howe, Honeysuckle Cottage, Lundy Green, Hempnall - Proposed Installation of underground LPG storage tank to front garden.

##### **Applications refused since the last meeting:**

Mr W Legood, Town House Farm, Lundy Green,, Hempnall - Proposed replacement of all existing windows and doors with double glazed wood grain plastic.

#### Matters arising from previous parish council meetings

##### **Play bark replacement**

Mr Delf had transported and laid the bark, the clerk had paid the bill.

# HEMPNALL PARISH COUNCIL

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<b>Moles</b> The clerk had engaged the mole catcher who had dealt with the moles in the churchyard.	<b>ACTION</b>
<b>Council Tax Referendums Norfolk</b> The clerk had responded to NALC.	
<b>Byelaws relating to playing field</b> The clerk had liaised with SNC and reported that there were no updated powers available.	
<b>Local Development Framework</b> Messrs Hook, Moulton and Rose had completed the questionnaire and submitted it as instructed at the last meeting.	
<b>Back Lane Willow Trees &amp; Fencing</b> Awaiting possible adoption of Back Lane.	IN
<b>Hugmore Registration</b> SNC legal department had reported that Hugmore Pond had now been registered after 64 months and the clerk had obtained a copy of the entry. The clerk had also asked that the plot of land at Turkey Row be registered, the clerk to monitor.	IN
<b>Claim for public rights over Back Lane</b> The clerk to monitor.	IN
<b>Change of use of Queens Head</b> The clerk reported that the SNC website shows that Mr Ellis's agents have written to complain at the lack of response from SNC. Other wise no movement. The clerk to monitor.	IN
<b>Playing Field Wire Fence Repair</b> Mr Delf had received Mark Havens a verbal quote of £350 plus VAT to repair 3 strands of the wire fence on the south and east side of the playing field. Mr Hook proposed, Mr Delf seconded and it was unanimously agreed that the quote be accepted. The clerk to order.	IN
<b>Football Club Lamp Posts</b> The clerk had chased the football club for a response but had not had a reply. Mr Delf reported that they had it in hand but concern was expressed that the matter ought to be dealt with as a matter of urgency as the club had been requested to take action in May 2010. Mrs Allen proposed, Mr Delf seconded and it was agreed with one abstention that the clerk write to the football club giving a deadline of 14 days to make safe and instruct that the lights should not be used in the meantime. If the work were not carried out by the football club they are to be informed that the parish council will do it and pass on the cost.	IN
<b>Dog Bin</b> The clerk had ordered and received the bin. Mr Moulton proposed, Mr Delf seconded and it was unanimously agreed that Messrs Moulton and Delf erect it. The clerk to deliver the bin to Mr Delf.	GM/RD IN
<b>Parish Dog Warden</b> The clerk had approached the volunteer who was interested in taking the matter further. It had been agreed that they would contact SNC to learn more about the role before making a decision. The clerk to continue to liaise.	IN

# HEMPNALL PARISH COUNCIL

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## **Storage of Village Records**

The clerk had recommended the use of the Norwich Records Office to the WI. Mrs Ashton would still like to address the council at the December meeting and it was agreed to agenda this.

**ACTION**

IN

## **Churchyard boundary**

The clerk had instructed Ian Smith to pull off any ivy as part of his grass cutting activities. The clerk had also researched the churchyard boundary and discovered the churchyard was not registered at the Land Registry and that only one property adjoining the churchyard was registered and that even that did not indicate who owned any partitioning fence/wall. The clerk had also made enquiries of the vicar and awaited a response.

IN

## **Adoption of BT phone box at the Three Horseshoes**

The clerk reported that he had received a response but it had been lost when his computer crashed so he was awaiting a copy.

IN

## **Main play unit repairs**

Mr Ellis had the material to repair the main unit and will undertake this as time and weather allows.

RD

## **Correspondence**

### ***Information Packs***

The items placed in the information pack envelope circulated to all Councillors on 9th November 2010 were:

REPortage summer 2010

NRCC Signpost magazine

CWR Today

The Playing Field Autumn 2010

Clerks & Council's Direct

No further matters were raised form the above.

Items given directly to Councillors or representatives since the last main meeting were:

Concessionary Bus Travel consultation

Parish Crime Statistics for August 2010

Long Stratton ATM police info re skimmer

LAIS 1306 Reconnecting police and the people

Highway Rangers

Young SpaceMakers course

Norfolk's 3rd Local Transport Plan

Norfolk People of the Year Awards

Norfolk Waste Partnership Conference

Empowerment Champions Network Event

NALC Future of the standards framework for members of local authorities in England

GNDP Core Strategy Examination

Big Society Survey 2010

Halloween Poster - Do Not Disturb poster

NCC re Budget Consultation

LAIS1305.1 Council Tax Announcement Norfolk

Vote for - Barnham Broom Play Area

Alert - thieves broke into the butchers on Mill Road in Hempnall

Parish Crime Statistics for October 2010

Operation Christmas

Be a Councillor Campaign for the East of England

No further matters were raised form the above.

# HEMPNALL PARISH COUNCIL

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## ACTION

### *Items placed directly onto the parish notice boards were:*

Notice/Agenda for 13<sup>th</sup> October 2010 meeting.  
Long Stratton Children's Centre Programme  
Notice/Agenda for 9<sup>th</sup> November 2010 meeting.

No further matters were raised from the above.

### *Communications from Parishioners since the last meeting:*

WI re storage of village records.

No further matters were raised from the above.

### Website

The following changes had been made since the last main meeting:

Made Parish Council minutes of 21<sup>st</sup> July 2010 final.  
Added Parish Council draft minutes of 1<sup>st</sup> September 2010.  
Added Notice/Agenda for 9<sup>th</sup> November 2010 meeting.  
Updated for planning applications.  
Added warning re Long Stratton ATM skimmer  
Updated 2011 HPC diary dates  
Added 2011 SNC diary dates  
Added Parish Council draft minutes of 13<sup>th</sup> October 2010.  
Made Parish Council minutes of 1<sup>st</sup> September 2010 final.

No further matters were raised from the above.

### **Minerals & Waste plan**

Mr Hook reported that the revised proposal had been received and required a response by 17<sup>th</sup> December. Mr Moulton proposed, Mr Workman seconded and it was unanimously agreed that Mr Hook review it and construct a suitable response for consideration by the parish council at the meeting to be held on 7<sup>th</sup> December. The clerk to send Mr Hook a copy of the parish council's previous comments.

DH  
IN

### Financial Statements

#### **Movements since last meeting**

The clerk presented the financial statement attached to these minutes showing the movements from 2<sup>nd</sup> September 2010 to 9<sup>th</sup> November 2010. The statement was in line with the annual budget with the exception of Ian Smith's grass cutting (see below). Mr Delf proposed, Mr Hook seconded and it was unanimously agreed that the statement be approved

#### **External Audit of accounts to 31/03/10**

The clerk reported that a clean audit report had been received and the appropriate notices displayed on the parish council notice board.

#### **Grass Cutting Contracts**

The clerk reported that the main playing field grass cutting contract was due for renewal and the amount involved required it be put to tender. Mr Delf proposed, Mrs Allen seconded and it was unanimously agreed that the clerk should put the matter to tender prior to next meeting having first liaised with Ray Youngman to establish the exact requirements.

IN

# HEMPNALL PARISH COUNCIL

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The clerk pointed out that Ian Smith had made two cuts in October which is outside the contract period and had not contacted a councillor or the clerk beforehand for authority to undertake this work. It was agreed to pay the invoice as it was recognised that the work needed to be done, however a letter is to be drafted by the clerk to instruct that Mr Smith must seek authority before varying the contract and suggest that the existing contract be varied to extend the period covered to include October and re-emphasise that the grass need only be cut when required during the summer months. The clerk to provide Mr Moulton with the letter who will take it to Mr Smith.

ACTION  
IN  
GM

## **Budget/Precept 2011/12**

The clerk indicated that the precept may be affected by costs relating to the proposed wind turbine planning application. Mrs Allen declared a pecuniary interest in this aspect and it was agreed to deal with this by setting the precept subject to any increase required re the wind turbines. Mrs Allen would then leave for the later point to be discussed and agreed.

The Clerk presented the budget for 2011/12 as previously circulated to Councillors and various adjustments were made to reflect anticipated financial commitments. Mr Delf proposed, Mrs Allen seconded and it was agreed with 5 votes for, that the precept be set at £14,500 subject to later debate re the proposed wind turbine issues.

The Clerk to inform SNC of the required precept.

IN

## **Playing field Users Association Report**

Mr Delf reported that the PUA was requesting funds from the parish council to assist it balancing its books as it was predicting a deficit of circa £250.

Mr Hook and Mrs Allen declared an interest.

After some discussion it was agreed that the clerk should distribute figures relating to the PUA to councillors to consider prior to the next meeting.

IN

## **Playing field moles**

The clerk reported that none of the local mole catchers would attend to the moles on the playing field as they were fearful of their traps being stolen. Quotes from commercial pest control companies were far too high. Mr Cunningham had kindly agreed to liaise with Mr Youngman and address the issue.

KC

## **Play Area Report**

The clerk had ordered the annual ROSPA inspection to be undertaken. Mr Delf had been provided with the report had reviewed it with Mr Ellis. They already had a plan of works and would undertake the required work over the course of the next few months.

RD

## **Appointment of Reps to The Hempnall Trust**

The clerk reported that the Parish Council nominees, Mr Simon Webster and Mrs Trixie Dye had resigned with immediate effect and from Feb 2011 respectively as trustees of The Hempnall Trust. There were no adverse circumstances that had been brought to the attention of the clerk and Mrs Dye wished to thank the councillors for giving her the opportunity to serve on the trust in the first place. The clerk to write to both and express councillor's gratitude for their service.

IN

Mr Hook stated that it is important to have an active interest in our representative's involvement in the trusts and suggested that a parish councillor consider being appointed as a trustee. The clerk to obtain a job spec and forward it to councillors.

IN

The clerk to keep the trust secretary up to date with progress.

IN

# HEMPNALL PARISH COUNCIL

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## A140/B1527 cross roads

**ACTION**

Mr Hook reported that Mr Windridge had asked if Hempnall Parish Council would support the motion below going forward to South Norfolk Council.

" Noting:

(a) the success of the Pulham roundabout in improving road safety on and to the A140;

(b) the lapse and non-renewal of planning consent for a County Council Long Stratton bypass beginning at the Hempnall crossroads;

(c) the continuing dangers posed to residents of villages such as Hempnall, Topcroft, Tasburgh, Fritton, Morningthorpe, Shelton, Hardwick, Alburgh, Hapton and Woodton in accessing the A140 at the Hempnall crossroads;

(d) the likelihood that a developer-funded Long Stratton bypass will be shorter and not start at a Hempnall roundabout;

urges Norfolk County Council to prioritise the construction of a Hempnall roundabout at the earliest opportunity."

Mr Workman proposed, Mr Ashford seconded and it was unanimously agreed that the motion should be supported. The clerk to inform Mr Windridge.

IN

## Himalayan Balsam

Mr Rose stated that Himalayan Balsam is on the Environment Agency's list of invasive foreign species undermining riverbanks and native plants. Himalayan Balsam was present in the Hempnall river area. Mrs Allen expressed concern that the area of the river near the Street Bridge was overgrown.

Mr Rose proposed, Mrs Allen seconded and it was unanimously agreed that the clerk write to the Environment Agency asking them to attend to the above matters.

IN

## Autumn Newsletter

The clerk to draft and issue the newsletter with articles on the following matters:

- Take down temporary signs on side of road
- Parking on pavements
- Driveway blocking
- Parking on yellow lines
- New dog bin

IN

## Dates and venue of meetings

The meeting dates had been changed to Tuesdays and the venue changed to The Mill Centre as a result as the village hall could not accommodate on that day.

The clerk has published the dates on the website.

ALL

## Items for next main meeting agenda

- None other than mentioned above.

IN

Mr Moulton handed the chair to Mr Hook.

## Wind Turbines

Mr Hook had nothing to report.

# HEMPNALL PARISH COUNCIL

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## ACTION

### Bat Survey

There had not been a report from the surveyor as yet. The clerk to follow up.

IN

### Precept #2

It was noted that funds were already in place to pay for the bat survey. Mr Hook reiterated that the survey had been undertaken by the parish council so that it had unbiased evidence on this matter which was highlighted as significant in the appeal decision of 2009. Even though there was not a current planning application to consider, Enertrag had publicly stated that they were going to present a new application towards the end of 2010. Therefore the parish council considered it necessary to undertake a survey during the summer of 2009, being the relevant season for a bat survey.

The issue of setting aside additional funds to cover work that the council might have to undertake should a fresh wind turbine application be submitted was discussed. It was generally accepted by councillors that it would not be appropriate to vote a sum of money for such purposes as no wind turbine application had been submitted and councillors, who's conduct is governed by rules relating to the issue of pre-determination, had therefore not had a chance to consider whether they would recommend approval or refusal.

Mr Rose proposed, Mr Ashford seconded and it was unanimously agreed that no additional precept be set.

Mr Hook handed the chair back to Mr Moulton.

There being no further business, the meeting was closed at 9.56pm.

Signed \_\_\_\_\_ Date 7<sup>h</sup> December 2010

# HEMPNALL PARISH COUNCIL

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## FINANCIAL STATEMENT

Presented to meeting on 9th November 2010

### Current Account

(Payments)/Receipts since last meeting :	£
05/08/2010 Interest NSB	6.63
30/09/2010 MHB Services Ltd - Sept	(13.94)
05/09/2010 Ian Smith Services - Grass cutting	(330.63)
15/09/2010 Eon - streetlights	(11.60)
06/09/2010 Interest NSB	6.16
28/09/2010 Interest	(0.63)
20/09/2010 Transfer BPA to C/a	600.00
04/10/2010 Mazars - external auditors	(334.88)
04/10/2010 Ian Smith Services - Grass cutting	(220.41)
15/10/2010 CPRE subscription	(29.00)
30/09/2010 SNC Precept	8,100.00
30/09/2010 Transfer BPA to C/a	850.00
04/10/2010 Transfer C/a to BPA	(7,500.00)
01/10/2010 Transfer BPA to C/a	500.00
04/10/2010 Ian Smith Services - Grass cutting	(220.41)
04/10/2010 Ian Smith Services - Grass cutting	(100.00)
22/09/2010 Norse - playing field grass cutting	(630.03)
25/10/2010 SNC ROSPA report	(75.20)
25/10/2010 TMA Bark Supplies	(159.80)
25/10/2010 T Read - moles	(32.00)
25/10/2010 T Delf bark transport	(50.00)
30/09/2010 Ian Nelson Salary & expenses	(847.50)
05/10/2010 Interest NSB	5.96
27/10/2010 Transfer BPA to C/a	500.00
01/11/2010 MHB Services Ltd - Oct	(13.94)
31/10/2010 Hempnall Village Hall - Hall hire	(11.47)
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	(12.69)
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<b>Closing Balance</b>	<b>560.66</b>

### Business Premium Account

(Payments)/Receipts since last meeting :	£
06/09/2010 Interest BPA	1.58
20/09/2010 Transfer BPA to C/a	(600.00)
20/09/2010 Transfer BPA to C/a	(850.00)
01/10/2010 Transfer BPA to C/a	(500.00)
04/10/2010 Transfer C/a to BPA	7,500.00
27/10/2010 Transfer BPA to C/a	(500.00)
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	5,051.58
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<b>Closing Balance</b>	<b>17,067.99</b>