

# HEMPNALL PARISH COUNCIL

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## **Minutes of the Parish Council meeting held on Tuesday 13th September 2011 at 7.30pm in The Mill Centre**

### **ACTION**

#### **Present**

Chairman Geoffrey Moulton, Vice Chairman David Hook, Liz Allen, Kevin Cunningham, Richard Delf, Mike Turner, Peter Workman and the Clerk Ian Nelson.

#### **Members of the public present**

Mr Jonathan Holtom.

#### **Apologies**

Apologies were received from Mrs Ashford, David Pointer, County Councillor Alison Thomas and District Councillor Windridge.

#### **Declarations of Interest**

Mrs Allen declared a pecuniary interest in the Parish briefing Site Specific Policies & allocations GNDP/LDF matter.

#### **Minutes of the previous meeting**

The minutes of the meeting on 26<sup>th</sup> July 2011 were approved and signed.

#### **Public Participation**

Jonathan Holtom expressed an interest in being nominated by the parish council as a trustee of the Hempnall Trust and this matter was considered below.

#### **County/District Councillor updates**

County Councillor Thomas reported by email after the meeting had started and thus this information was not disclosed at the meeting but as it is of general public interest it is reproduced below as follows:

- “1.The school playing field is now sorted and will hopefully be turfed this week. Using turf will mean that it will be usable by the pupils much sooner than first thought.
2. The School entrance is still an ongoing issue. There will hopefully be some proposals developed soon which can then be shared with you for comment.
3. The recent pavement works caused some inconvenience I understand. The gang that were doing the work were from a company we have used for years but this group were new to Norfolk. Their rude and uncooperative manner was brought to my attention by a resident. There were other concerns about the standard of their work. They were suspended off the job and the usual gang brought in to complete the job.”

#### **Planning Applications**

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

Mr Alan Coppin, White Lodge, Mill Road, Topcroft - Retrospective application for retention of kennels, chicken runs, greenhouse, poly tunnel and garage – Recommended approval. IN

Mr & Mrs Blyth, 1 Old Market Way, Hempnall - Proposed new conservatory – Recommended approval. IN

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

Mr Mills, Claydon House, Bungay Road, Hempnall - Proposed installation of white UPVC conservatory.

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## ACTION

### **Lighting at Roadtechs, Barondale Road**

Mr Hook is awaiting darker nights to investigate light pollution at the site.

DH

### **Parish briefing Site Specific Policies & allocations GNDP/LDF**

Mr Hook outlined the sites within Hempnall from the map issued as part of the consultation and general discussion followed.

Mrs Allen left the meeting.

Mr Hook proposed, Mr Workman seconded and it was unanimously agreed that the parish council is prepared to consider any applications put forward within the development boundary but not those outside the boundary, in line with parish council policy which is in agreement with the GNDP JCS LDF classification of Hempnall as a Service Village, suitable only for 20 additional homes by 2026.

DH/IN

Mrs Allen returned to the meeting.

Mr Hook proposed, Mr Turner seconded and it was agreed 5 votes to 1 against that the parish council restates its response to the over development of Long Stratton and opposes the building of 1,800 additional houses. Mr Hook to reply to the consultation on behalf of the council.

DH/IN

### **Former Padley's site**

Mr Hook & Mr Cunningham outlined the recent developments on the site and reported SNDC's enforcement officer's apparent current stance on the site, which is to suggest the developer puts in a retrospective planning application.

### **Matters arising from previous parish council meetings – completed**

#### **Dog Bin**

Messrs Moulton & Mr Delf had erected the bin and the clerk had arranged for it to be emptied.

#### **Field Lane Hedge**

The clerk had arranged in early August for the hedge overhanging the road to be cut and chased up Highways again last week. They have scheduled the work within the next month.

#### **Footpath Maintenance**

The clerk responded to Mr Rose.

#### **Summer Newsletter**

The Clerk had drafted and issued

#### **Newsletter Rota**

The Clerk had drafted and issued.

#### **August meeting date**

The clerk had rearranged the August meeting.

#### **Container painting**

Mr Delf has obtained quotes the lowest of which was below the clerk's authority level so the work had been started. The site was cleared and the painting should be completed this week, weather permitting.

RD

### **Matters arising from previous parish council meetings – awaiting others**

ACTION

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## **Change of use of Queens Head**

Mr Hook reported that the sale agent's site stated that 100% of any planning gain re conversion of the site to residential housing would revert to the seller. It was generally felt that this term together with the price would be too restrictive to make the site saleable as a pub and that this should be taken into account when SNDC consider if suitable marketing had taken place. The clerk to monitor.

IN

## **Re-turf swing area**

Awaiting Autumn.

RD/LA

## **Churchyard boundary**

The clerk awaits the Diocesan of Norwich.

IN

## **Matters arising from previous parish council meetings – for discussion**

### **Claim for public rights over Back Lane**

The clerk reported that NCC intend to issue an order that Back Lane be adopted as a public right of way and assuming that no objections are received in the following 4 months or so the adoption will be final. The clerk to monitor.

IN

### **Back Lane Willow Trees & Fencing**

Awaiting possible adoption of Back Lane.

IN

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

The clerk restated that he had established the cost of electricity for the box was in the region of £35 to £45pa which would represent a 38% increase in power charges compared to the cost of power now for 6 streetlights and the other phone box. The cost of disconnection would be between £350 and £700. There would also be ongoing maintenance costs.

Mr Delf proposed, Mr Turner seconded and it was agreed 5 votes for and 2 against that it should be kept on condition that BT would agree to reinstate the box to good condition prior to sale to the parish council.

IN

### **Hempnall Playing Field and Village Hall car park**

Mrs Allen reported that the car park surface was starting to deteriorate. Quotes had been obtained by the village hall committee in the region of £18,000 to resurface.

A separate opinion from an independent expert is awaited – the clerk to chase.

IN

The clerk suggested that a cyclical maintenance fund be considered when the setting the precept. – For November meeting.

IN

### **Safety of footpath from Roberts Close to The Street.**

The clerk had contacted Highways to ask for suggestions as how the exit of the footpath can be improved. Bob Edwards of Highways had suggested a cross bar half way down each set of bars. It was brought to councillor's attention that this would restrict access to mobility scooters and prams. Mr Cunningham proposed, Mr Delf seconded and it was agreed with one abstention that the clerk to liaise with Highways again to point this out and ask for alternative suggestions. – Job ref 276099.

IN

### **Sign in Knudson Close**

The clerk had contacted Highways about a "Beware children at play" sign in Knudson Close. Highways are due to erect this in the next month or so.

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## **Children's play area fence**

Mr Cunningham proposed, Mrs Allen seconded and it was unanimously agreed that a fence would be a good idea. Councillors to consider the type of fence they would like to see erected and if possible obtain costings for consideration at the next meeting.

**ACTION**

ALL

## **Memorial seat for Mr Tweeddale maintenance**

Mr Delf reported that the memorial seat for Mr Tweeddale needed steam cleaning, bolting down and varnishing. Mr Delf volunteered to do this.

RD

## **MUGA**

Mr Pointer was not in attendance and had not reported if he had carried out further research re the Multi Use Games Area ("MUGA") or considered the provision of a simple small five a side pitch by simply supplying two goal posts and markings. Carry forward to November meeting.

DP

## **Pylons in your parish? - There is a better way information event**

Mr Moulton was unable to attend this event on 15<sup>th</sup> July but the clerk had circulated the meeting points to councillors. The current map shows that Hempnall could be at risk of being in the area where pylons could be cited. It was agreed to keep a watching brief.

IN

## **Quality Status**

The clerk had prepared and submitted the portfolio required in order to support requalification of quality status. The result is awaited.

IN

## **Outdoor Gym Grant**

Mr Moulton reported that Mrs Mayes had suggested an outdoor gym and the clerk had circulated details of a grant available. Mrs Mayes had indicated that she would supply further information but as yet none had been received. This matter would be considered as part of the overall use of the playing field.

## **Correspondence**

### ***Information Pack***

The items placed in the information pack envelope circulated to all Councillors on 13th September are:

Norfolk RCC Signpost Magazine July 2011  
Green Buildings in Norfolk open days  
NPFA annual report and accounts  
The Playing Field summer 2011  
CPRE Fieldwork  
Countryside Voice Summer 2011  
NALC Annual Report 2010/11  
Norfolk Link issue 184  
Clerks & Councils Direct  
Tasburgh Quarterly & Church News  
Tasburgh Parish Council  
Community Gym

No further matters were raised from the above.

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

Tas valley neighbourhood board meeting  
UEA economist says incinerator would be economic disaster  
King's Lynn Power & Recycling Plant - sent on behalf of Bill Borrett  
Hempnall Primary School, The Street, Hempnall, Norwich, Norfolk NR15 2AD Decision

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Notice Y/7/2011/7003

**ACTION**

Polling Districts and Polling Places Review

Parish briefing Site Specific Policies & allocations DPD

NALC Consultations

St John Ambulance save a life poster

Parish Crime Statistics for July 2011

HPC Summer Newsletter

Kings Lynn Waste Incinerator Planning Application, new location?

CPRE Green Buildings Open Days

Next steps from 'Pylons in your Parish' event

South Norfolk weekly crime summary

County rave warning

Opportunity to work with corporate volunteers and funding available

Fraud/Property Teams

Temporary Road Closure – Topcroft

Welcome to the Latest News Update from GraffitiHotline

Norfolk RCC Funding Update 4

NatWest Community Force

Temporary Road Closure – Topcroft

Parish Crime Statistics for August 2011

Dale Farm Eviction Briefing Sessions

Site Specific Policies & allocations consultation

NRCC Training Programme from the Big Lottery Fund

NALC re Consultation Document LAIS 1328 Biodiversity Strategy

NALC re Consultation Document LAIS 1329 Big Lottery Fund

The Draft National Planning Policy Framework And Neighbourhood Planning: What you need to know

Rural Needs Survey 2012 (Norfolk)

No further matters were raised form the above.

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

Notice/Agenda for 26<sup>th</sup> July 2011 meeting.

Notice/Agenda for 13<sup>th</sup> September 2011 meeting.

Summer Newsletter

Tas Valley Neighbourhood Board poster

Polling Districts and Polling Places Review

Your Right to Vote

No further matters were raised form the above.

**Website**

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

Made Parish Council minutes of 7<sup>th</sup> June 2011 final.

Added Parish Council draft minutes of 5<sup>th</sup> July 2011.

Made Parish Council minutes of 5<sup>th</sup> July 2011 final.

Added Parish Council draft minutes of 26<sup>th</sup> July 2011.

Added Notice/Agenda for 26<sup>th</sup> July 2011.

Added Notice/Agenda for 13<sup>th</sup> September 2011.

Added Summer Newsletter

Added Public Participation Leaflet

Added Good Councillors guide

Added Become a councillor

Added All about local councils

No further matters were raised from the above.

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## ACTION

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

Mrs Angie Roberts email of 7th August requested info re playing field funding which the clerk had provided and she also requested that the potential ceasing of footpath maintenance by NCC was brought to councillors attention.

Mr Jonathan Holton had volunteered to be considered as a Parish Council representative trustee for the Hempnall Trust. Mr Workman proposed, Mr Turner seconded and it was unanimously agreed that Mr Holton be so elected. The clerk to notify the Hempnall Trust.

IN

The village hall committee had written to indicate that they would like to mark the Queen's Diamond Jubilee by holding a special event for a day over the bank holiday weekend (2<sup>nd</sup> to 5<sup>th</sup> June 2012) and asked if the parish council would like to join in the organisation of this. Mrs Allen proposed, Mr Delf seconded and it was unanimously agreed that this matter should be taken forward. Mrs Allen will report back to the village hall committee with a view to forming a joint project group.

LA

### **Financial Statements**

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

The clerk presented the financial statement attached to these minutes showing the movements from 6<sup>th</sup> July to 13<sup>th</sup> September 2011. The statement was in line with the annual budget. Mr Delf proposed, Mr Workman seconded and it was unanimously agreed that the statement be approved.

#### **Clerk's Salary Review**

It was unanimously agreed that the clerk's salary be increased by 3.3% to take effect from 1<sup>st</sup> July 2011, his annual salary review date. The clerk was thanked for his services over the last year.

IN

#### **Playing field Users Association Report**

It was agreed that it would be beneficial for a PUA rep to join the village hall committee. This will be considered at the next PUA.

RD

Consideration of the all weather surface was carried forward in the absence of Mr Pointer.

DP

#### **Play Area Report**

Mr Delf to liaise with Mr Ellis and report at next meeting.

RD

#### **Hempnall Playgroup**

The clerk reported that this had unfortunately closed. It was also reported that Hempnall school were concerned and are looking to put something in place. The parish council would look to support any such initiative. Mr Hook to liaise with the school.

DH

#### **Items for Autumn Newsletter**

- Quality Status
- Possibly something re playgroup
- Queen's Diamond Jubilee

The Clerk to draft and issue in due course

IN

#### **Items for next main meeting agenda**

- Precept

IN

There being no further business, the meeting was closed at 10.10pm.

Signed \_\_\_\_\_ Date 11<sup>h</sup> October 2011

# HEMPNALL PARISH COUNCIL

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## FINANCIAL STATEMENT

Presented to meeting on 13th September 2011

### Current Account

(Payments)/Receipts since last meeting :	£
30/06/2011 Transfer BPA to C/a	850.00
30/06/2011 Clerk's Salary	(847.50)
01/07/2011 MHB Services Ltd - Streetlight maintenance	3.25
05/07/2011 NSB Interest	5.95
13/07/2011 Eon - streetlighting electricity	(10.31)
13/07/2011 Ian Smith Services - Grass cutting	(237.24)
13/07/2011 NALC subscription	(206.18)
26/07/2011 Ian Smith Services - Grass cutting	(237.24)
27/07/2011 Information Commissioner - DPA	(35.00)
29/07/2011 tr BPA to c/a	500.00
05/08/2011 NSIB Interest	6.16
07/08/2011 MHB Services Ltd - Streetlight maintenance	(14.23)
08/08/2011 NALC - Quality Status application fee	(60.00)
11/08/2011 interest	0.29
13/08/2011 Eon - streetlighting electricity	(10.31)
15/08/2011 MHB Services Ltd - Streetlight maintenance	(14.23)
10/09/2011 tr BPA to c/a	600.00
13/09/2011 Eon - streetlighting electricity	(10.31)
13/09/2011 Ian Smith Services - Grass cutting	(593.10)
13/09/2011 Postage	(5.34)
13/09/2011 UK2.net - website hosting fee	(43.06)
13/09/2011 CA antivirus renewal	(58.23)
13/09/2011 Rymans - folder re quality status	(3.79)
	<u>(420.42)</u>
<b>Closing Balance</b>	<b><u>339.02</u></b>

### Business Premium Account

(Payments)/Receipts since last meeting :	£
30/06/2011 Transfer BPA to C/a	(850.00)
29/07/2011 tr BPA to c/a	(500.00)
10/09/2011 tr BPA to c/a	(600.00)
	<u>(1,950.00)</u>
<b>Closing Balance</b>	<b><u>17,723.66</u></b>