

HEMPNALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 6th March 2012 at 7.35pm in The Mill Centre

ACTION

Present

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

Members of the public present

From the start to the end of the Wind Turbine matters -

Mrs Sylvia Cundy, Mr Ian Cundy, Mrs Pauline Brookes, Miss Marjorie Emery, Mrs Janette Franks, Mrs Julie Parker, Ms Diane Freeman, Mr David Burrows, Lady Margaret Attlee, Mr Trevor Shurmer.

From the start to the end of the Memorial seat for Mr Tweeddale maintenance matter - Mr Barrie Masterson.

Apologies

Apologies were received from County Councillor Alison Thomas due to family illness, District Councillor Windridge and Kevin Cunningham.

Declarations of Interest

Mrs Allen declared a prejudicial interest; Mr Moulton and Mrs Ashford declared an interest in the Wind Turbine matters.

Minutes of the previous meeting

The minutes of the meeting on 31st January 2012 were approved and signed.

Public Participation

Dog fouling

Mr Masterson reported that the dogs were being allowed to foul the allotments on Mill Rd as well as The Mill site car park and requested that no dog fouling notices be obtained from SNC and erected at suitable locations.

It was agreed that the clerk should do this and highlight the problem in the parish council newsletter.

IN

County/District Councillor updates

None given.

Planning Applications

New applications since the last meeting:

Mr & Mrs Saffron Housing Trust, Land at front of Millfields, Hempnall - To convert a grass bank outside the front of the Millfields sheltered accommodation scheme into 12 standard parking spaces and 1 disabled parking space – Mrs Allen proposed, Mr Hook seconded and it was unanimously agreed that the application be recommended for approval subject to the trees remaining in place and ELZ compliance.

IN

Mr Andre Santander, Evergreen, Mill Road, Hempnall, Norfolk, NR15 2LP - Proposed Single storey rear extension – Mr Delf proposed, Mr Pointer seconded and it was unanimously agreed that the application be recommended for approval.

IN

The clerk to also comment to SNC that out of date planning application forms were used for both of the above, thus full information was not being provided.

IN

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Applications approved since the last meeting:

ACTION

Mr & Mrs Adam Buck, Colreen, Mill Road, Hempnall, Norfolk, NR15 2LP - Proposed single storey rear extension.

Apple International Inc, Orchard Villa, Hempnall Road, Morningthorpe - Proposed workshop for use to store and renovate helicopter parts and retention of existing poultry house for use as office and storage space for helicopter parts renovation business.

Mr Hook reported that parishioners had complained that helicopters were flying in to and out of the Apple International Inc site. It was also noted that a wall had been erected near the entrance for which no planning permission had been obtained. Mr Moulton proposed, Mrs Ashford seconded and it was unanimously agreed that the clerk should write to SNC to point the above out and requesting action be taken re planning issues.

IN

Applications withdrawn since the last meeting:

Mr B A Page, Sub division of garden at 2 Bay Cottages, Bungay Road, Hempnall, Norfolk, NR15 2NG - Proposed Erection of new dwelling and garage. Erection of new garage to existing cottage

Change of use of Queens Head

The clerk reported that there had been no further movement per SNC website and gave a summary of action so far for the benefit of the public following a request from Miss Emery. Mr Hook reported comments made by SNC on the matter and explained the current position re Community Asset legislation. The clerk reported that he awaited guidance from Richard Bacon's office on the process for registration of Community Assets.

IN

Matters arising from the Parish Meeting

The following matters had been raised by parishioners at the meeting held earlier in the evening:

Footpaths

The following extracts from the footpath officer's report were considered:

"Grange Farm, Hempnall Green, to Lower Lane Bridleway – although signposted from Alburgh Rd an additional post to turn off the track beside the farm would be helpful."

Mr Pointer proposed, Mr Turner seconded and it was unanimously agreed that the clerk should ask Mr Rose if would be kind enough to contact the Public Rights of Way Team to have a finger post erected. Mr Masterson asked if the parish council could encourage NCC to operate good practice by discussing the position of finger posts with the land owner prior to erection thereof.

IN

"Lower Lane to Alburgh Rd – Where the footpath crosses the middle of the field, in years gone by a route has been marked and cut, but in recent years has been left untouched. Currently drilled, as is permitted, it would be worth reminding the landowner that when the crops are in growth that the footway should be maintained, (as is the case with the footpath leading to the back of the gravel pits off Busseys Loke) "

Mr Moulton proposed, Mr Pointer seconded and it was unanimously agreed that the clerk should contact the land owner, thought to be Mr Penn.

IN

"Diagonal footpaths across field adjacent graveyard, leading to/from Busseys Loke – This field is currently fenced, as allowed, and I think has been used to contain horses, however, there is no access either from the adjoining footpath (Busseys Loke to Bungay Rd) or from the opening in the graveyard wall. The addition of a few simple stiles would

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solve this and would suggest the landowner be contacted.”

ACTION

Mrs Ashford proposed, Mr Workman seconded and it was unanimously agreed that Mrs Allen liaises with PROW officers at NCC with a view to placing styles to keep in the cattle but allow access for walkers.

LA

Rowland Drive Road conditions

Rowland Drive was still in a state of poor repair, especially the turning circle at the end of the road. The clerk to write to NCC Highways and ask for repair.

IN

Footpath Report Copy

Mrs Brookes and Mrs Allen requested a copy of the footpath report, which the clerk agreed to email.

IN

Mountain Bikes & Footpaths

Mr Masterson pointed out that adults were using mountain bikes on the footpath running from Busseys Loke to Bungay Rd, which is not legal use of a footpath. He suggested that the style be reinstated at the Busseys Loke end to prevent this. Mr Turner proposed, Mr Workman seconded and it was unanimously agreed that the clerk should write to PROW officer to arrange this.

IN

Matters arising from previous parish council meetings – completed

Churchyard boundary

The clerk had written to Mrs Sutton.

PUA rep on village hall committee

The clerk had advertised the vacancy in the parish council newsletter a second time but had not received any responses.

Glass bank inspections

All councillors were monitoring both the Three Horse Shoes site and the Queen's Head site. The clerk had provided councillors with the relevant telephone number.

Playing Field Litter Bin emptying

The clerk had contacted SNC to recommence emptying.

Winter Newsletter

The clerk had drafted and issued.

SNC LDF Development Management Policies Consultation

Mr Hook had reviewed the consultation document on behalf of the council and reported that it mainly concerned management of the project rather than site specific issues so no further action was necessary.

Mr Moulton passed the chair to Mr Hook and Mrs Allen left the meeting.

Wind Turbines

Scoping request

The clerk had written a letter to SNC.

Bat Survey

A special meeting had been held to discuss the report on 31st January 2012, the minutes of which have been published.

The purpose of commissioning the survey was to ensure that the parish council received unbiased information. A summary of the report will be published shortly, the full report being kept confidential until the Parish Council decides the appropriate time for its release.

IN

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Mr Hook, Lady Attlee and the clerk had met with the parish council's bat expert, Mr Vine, to discuss the results of the survey in detail. Mr Vine had recommended that further survey work would be beneficial. Mr Hook read the detail of the proposed work that would be covered at a cost of £1,430 and details of the more comprehensive survey work at a cost of £3,890, both plus VAT.

ACTION

Some members queried the relevance of commissioning an extended survey before a planning application had been received. It was pointed out that TCI had stated in the press that its planning application will be submitted in the second quarter of this year and therefore if further bat survey work was considered necessary it would need to be carried out during the 2012 bat season (April - September).

Lady Attlee commented that significant findings had been identified so far and that each survey had been a quantum leap in developing an understanding of the true bat populations present. She said that in her view she could not put too highly how important the site was.

Mr Pointer thought that the additional survey work would be a great asset to the council when it came to decide on the application as the initial survey was commissioned prior to the TCI site plan being published and the new work proposed would provide a fuller picture of bat activity over the whole site.

Mr Hook asked to be reminded of the law relating to bats. Lady Attlee stated that all bats were protected under British and European law and can only be handled by licensed people such as Mr Vines. The higher flying Noctule bats are particularly at risk from turbines.

Mr Moulton pointed out that each survey had revealed even more species and it was felt the parish council should be furnished with all the relevant information otherwise it could be held to be negligent by parishioners.

Mr Hook warned the parish council that it must disregard pressure placed on it by either the developer or an opposition group and that it needed independent objective advice on an issue that had been pivotal in determining the outcome of the planning inquiry held in respect of the previous application. He added that the enormous turnout at the January public meeting showed the deep concern held by parishioners with regard to the wind turbine proposal and that councillors must at all times remember that they are here to represent the people of Hempnall who want the wind turbines proposal to be taken very seriously indeed. It was therefore most important that the crucial issue of bats was given full in depth analysis in order that the parish council had comprehensive information to enable it to act in an informed manner when it came to consider the TCI application.

Mr Delf was of the opinion that in order to have the most comprehensive data the parish council should commission the more comprehensive survey. He proposed and Mr Pointer seconded and it was agreed with one abstention to seek the permission of the landowner to go onto the private land areas in order to facilitate this.

IN

Mr Pointer proposed, Mr Turner seconded and it was unanimously agreed that the comprehensive survey should be carried out and that instructions be issued to Mr Vine to that effect. It was agreed that those instructions would be subject to variation if access was granted to site areas and in particular Little Wood.

IN

Mr Hook thanked Lady Attlee on behalf of the council and personally for her time and expertise offered to assist the parish council in this specialist area.

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Parish Poll

ACTION

The clerk reported that a letter supporting the idea had been received by the clerk from Dr Mike Challis.

Mr Hook had investigated this further and reported that strict procedures covered the operation of a parish poll and that it would be necessary to consult with SNC if an application was submitted in order to extend the consultation period in order to facilitate the poll.

Meteorological mast

The clerk had written to SNC requesting action be taken against TCI to either remove the mast or seek retrospective planning permission as they had exceeded their permitted 28 days. SNC reported yesterday that the mast had recently been taken down. It was noted that the mast had been on site for around 2 months.

All of the public left the meeting except Mr Masterson.
Mr Hook handed back the chair to Mr Moulton.

Matters arising from previous parish council meetings – awaiting others

Queens Diamond Jubilee – Fund Priming

The clerk awaited instruction from the Jubilee committee to release the £250 interest free loan. The clerk read a letter from the village Hall Committee informing the meeting of progress. Mrs Allen also gave a verbal report.

IN

Re-turf swing area

Mr Delf reported that Mr Ellis was retiring from maintaining the play area.

Mrs Ashford proposed, Mr Turner seconded and it was unanimously agreed that the clerk should write to thank him for all his years of service and send a gift of a £50 Jarrolds book voucher as a token of the council's gratitude.

IN

Awaiting Spring in order to start work on this project.

RD

Adoption of BT phone box at the Three Horseshoes

The clerk has submitted documents and awaits BT's response.

IN

Hempnall Playing Field and Village Hall car park

The clerk read a letter from the village hall committee.

The independent expert's opinion is awaited but should be available later in March/April. The clerk to monitor.

IN

Memorial seat for Mr Tweeddale maintenance

Mr Delf is to steam clean. Mr Delf proposed, Mrs Allen seconded and it was unanimously agreed that a quote should be obtained from Mr Medlar to bolt down and varnish the seat.

RD

LA

Mr Masterson left the meeting

Matters arising from previous parish council meetings – for discussion

Back Lane Willow Trees & Fencing

The clerk had contacted NCC requesting that it be put on their schedule of regular maintenance. The Right of Way officer had informed the clerk that the hedges and trees were the responsibility of the land owners and not NCC. NCC simply granted a public right of way and had no obligation to maintain. As no work was required at present the outcome was simply noted.

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MUGA **ACTION**
Mr Pointer wished the matter to be carried forward. DP

Children's play area fence
It was unanimously agreed that the matter should be reviewed over the summer. ALL

Notice Boards
The clerk had made enquiries with Hempnall WI as to ownership and awaited a response. IN

Alburgh Rd Pavement
The clerk had spoken to the landowner to request that they cut back their hedge and they had agreed to attend to the matter.

Youth Shelter on playing field
Mr Moulton is to ask Mr Lincoln to arrange the necessary maintenance. GM

Norfolk Public Rights of Way ("PROW") service
The clerk had made further enquiries of NCC regarding its suggestions on this matter and requested that the parish council be provided with a schedule of works normally undertaken by NCC so that an informed decision could be made. The list is awaited. IN

Mr Hook reminded councillors that NCC had a legal responsibility to keep footpaths clear and expressed concern about any attempt to transfer this legal responsibility to the parish council without financial backing.

Tree Guard Removal
Mr Hook reported that tree guards helped to identify the hedge so should be kept on until the hedge was sufficiently established before being removed. The concern was that they encouraged upward rather than outward growth, so Mr Hook will monitor in his role as tree warden and selectively remove them as appropriate. DH

Correspondence

Information Pack

The items placed in the information pack envelope circulated to all Councillors on 6th March are:

Norfolk Link issue 186
Clerks & Councils Direct issue 80
Tasburgh Quarterly News issue 26

No further matters were raised from the above.

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

Briefing and discussion session for Town and Parish Councils - 2nd February - new Development Management Policies
Conference at South Green Park Enterprise Centre Mattishall on Thursday 1 March - 0930 - 1630 - SMART Norfolk Localism, Sustainability and Kick Starting
NALC précis document LAIS 1334 Flags
Queens Head surrendered licence
B1527 Hempnall, Mill Road and Bungay Road bridge and resurfacing works
Bus consultation
Better Broadband
Money, Employment and Learning Event Wed 25th Jan The Forum Norwich
Active Norfolk Village Games & Co-ordinator Position
An Introduction to the Work of Local Councils - FREE TRAINING

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Parish Crime Statistics for December 2011

ACTION

Norfolk Constabulary - Long Stratton crime summary

Norfolk Constabulary - Norfolk - safest county in England

Norfolk Constabulary - New Inspector heads up Diss, Harleston and Long Stratton

Councillors Guide - Came & Company Parish Council Insurance

SNC re Home Options Policy Consultation

NRCC re SMART Norfolk Event

CPRE re Neighbourhood Planning.

Proposed Power and Recycling Centre, Willows Business Park, Saddlebow, King's Lynn

Norfolk Master Composter training

Long Stratton crime summary 26/01/12

NALC Scam Awareness Month

Norfolk's Year of Celebrations 2012

Norfolk Police Authority - Community Engagement Newsletter - Special Police Budget Issue

Long Stratton crime summary

County Council Community Ranger Works

NALC re Living Well in the Community

Parish Crime Statistics for January 2012

Delivering efficiency savings via Big Society-centred initiatives

FREE Winter Warmer Packs

NALC re Neighbourhood Plan

NALC re Informal Electoral Commission Consultation - Neighbourhood Planning Referenda, Etc.

NALC re Affordable Housing Seminar

NALC Consultation Document LAIS 1335 Predetermination

NALC Consultation Document LAIS 1336 Traffic Orders

Site Specific Policies and Allocation DPD - additional sites

Invitation to Tas Valley Neighbourhood Board meeting

Crime summary

Momentum info for Parish council magazine - re youth club and early years

Planning Principles and the Localism Act 2011

Norfolk Constabulary - Marking project to combat theft

Information of Works - Hempnall, Mill Road

Temporary Road Closure in the Parish of Hempnall

The £375,000 Localgiving.com

No further matters were raised form the above.

Items placed directly onto the parish notice boards were:

Notice/Agenda for 31st January 2012 meeting.

Notice/Agenda for 6th March 2012 meeting.

Winter HPC Newsletter

NCC Talents for Independent living poster

NCC Working for the future poster

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 29th November 2011 final.

Added Parish Council draft minutes of 10th January 2012.

Made Parish Council minutes of 10th January 2012 final.

Added Parish Council draft minutes of 31st January 2012.

Added Notice/Agenda for 31st January 2012 meeting.

Added Notice/Agenda for 6th March 2012 meeting.

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Added various planning application details
Added "Yes to Broadband"

ACTION

No further matters were raised from the above.

Correspondence from Parishioners

"Olympic" Themed Fun Day - Sunday 15th July 2012

Lorraine Zima had written to state that a committee were at the very early stages of planning to organise a Village Fun Day, with an Olympics type theme, using the Hall for a very brief service late morning and then have events such as children's races, games and team-themed events in the afternoon. They also hoped to offer some sort of lunch - whether it be BBQ or bring and share picnic. As yet exact times had not been defined, but they had briefly discussed an event from approximately 11am until 5pm on the Sunday. They sought permission to use the playing field. The clerk had responded that permissions had been given subject to the PUA giving its permission. Mr Delf reported that the PUA had not been contacted and suggested the clerk contact Mr Norman, the chair of the PUA to take the matter further.

IN

PC Meeting closed session

The clerk reported that a letter had been received from Mr & Mrs I Cundy querying various aspects in relation to the closed session on the 31st January. The clerk had responded together with copy draft minutes and invited them to attend and raise any unresolved issues at this meeting. As they had been in attendance and not raised any issues it was assumed the matter was closed.

Dogs on playing field football pitch

The clerk read the letter from the football club outlining the problem of owners not clearing up dog mess on the playing field, despite the dog bin provided. The football club requested that dogs be banned from the field.

The Clerk reminded councillors that this had last been considered in July 2010 at which time he had contacted DEFRA and been informed that the fact the playing field was not fenced off and it had a public footpath running through it would mean that it was very unlikely that the parish council would obtain their sanction for a byelaw to ban dogs. This advice was also clearly stated in the guidance notes.

It was unanimously agreed that a letter should be written by the clerk, signed by the chairman, to parishioners who it was known did not keep their dogs on leads on the playing field in order to remind them of the rules, request that they clean up any dog fouling from their animals and ask that they have consideration for other users of the facilities.

IN/GM

No smoking Sign in Bus Shelter

It was noted that this had been unlawfully removed. Mr Ashford to be asked for a quote to paint the sign on the bus shelter wall. The clerk to provide the design.

DA/IN

Financial Statements

Movements since last meeting

The clerk presented the financial statement attached to these minutes showing the movements from 11th January to 6th March 2012. The statement was in line with the annual budget. It was unanimously agreed that the statement be approved.

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Playing field Users Association Report

ACTION

Mr Delf reported that all was in order.

The clerk reported that Mr Youngman had achieved 3rd place in the Football Association Groundsman of the year award and that the clerk had offered congratulations to him.

Mrs Allen suggested that the clerk investigate having the playing field adopted as having Queen Elizabeth 2nd field status which allows access to funding of up to £25,000 to improve local facilities. Details can be found at www.qe2fields.com

IN

Play Area Report

Mr Delf said there was nothing to report.

Road conditions

The Krons

Mrs Ashford had reported the large pot holes in the Krons to Highways and the repairs had been scheduled for w/c 2nd April.

Mill Rd

The bridge repairs and surfacing will commence 10th March and be completed by 30th March.

Busseys Loke

The clerk read a letter from Mr Harper of Bedingham who regularly visited the village. He had written to complain about the mud covering the first 500m from the Street of Busseys Loke and supplied technical information in support of his letter. It was agreed that the clerk should inform Mr Harper that the matter was in hand.

IN

Pavement

It was noted that the pavement on Bungay Rd was restricted due to the over growing hedge at White Cottage. The clerk to write to the owners and request that the hedge be cut back.

IN

Cloned parish Council Website

The clerk reported that he had received reports of out of date information on the parish council website which he did not believe to be the case. Upon further investigation the clerk identified that a student had cloned the parish council website for their course work in 2007 and that the cloned site was still live on the web. The clerk had tracked down the student and had received a letter from them apologising and confirming the removal of the cloned site.

Items for Spring Newsletter

- Cloned HPC website
- Jubilee events
- Dog fouling on playing field

The Clerk to draft and arrange copies.

IN

Mr Cunningham to assist with distribution and folding.

KC

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New items for next main meeting agenda

- Appointment of Chair and other Officers
- Internal Audit
- Annual Accounts to 31/03/12
- Notice of expenses
- Insurance renewal
- Standing Orders Review
- Risk Assessment Review
- Highways Finger posts

ACTION

IN

There being no further business, the meeting was closed at 9.57pm.

Signed _____ Date 8^h May 2012

FINANCIAL STATEMENT

Presented to meeting on 6th March 2012

Current Account

(Payments)/Receipts since last meeting :	£
03/01/2012 tr BPA to c/a	850.00
30/12/2012 Ian Nelson Salary	(874.50)
05/01/2012 NSIB Interest	6.16
20/01/2012 Adept IT Solutions computer repair	(60.00)
31/01/2012 Hempnall Village Hall - Room Hire	(6.31)
06/02/2012 NSIB Interest	6.14
07/02/2012 Hempnall Group of Parishes - Advert	(50.00)
11/02/2012 The Hempnall Mill Centre - Hall Hire	(125.00)
13/02/2012 Eon – street lighting electricity	(10.31)
02/03/2012 MHB Services Ltd - Streetlight maintenance	(14.23)
	<u>(278.05)</u>
Closing Balance	<u>796.29</u>

Business Premium Account

(Payments)/Receipts since last meeting :	£
03/01/2012 tr BPA to c/a	(850.00)
	<u>(850.00)</u>
Closing Balance	<u>22,028.71</u>