

# HEMPNALL PARISH COUNCIL

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## Minutes of the Parish Council meeting held on Tuesday 17 January 2017 at 7:30pm at The Mill Centre

### Present

Chairman Mr David Hook, Vice Chairman Mr Richard Delf, Mr Mike Turner and the Clerk Mr Ian Nelson.

### Members of the public present

County Councillor Allison Thomas, Mr Andrew Driver, Mrs Sylvia Driver, Mrs Hilary Batty, Mrs Cindy Mayes.

### Apologies

Apologies were received from Mr Roger Parker, Mr Stephen Burley, Mr Hamish Rose and Mr Peter Workman

### Declarations of Interest

Mr Hook declared an interest in the playing field rental setting.

### Minutes of the previous meeting

Mr Delf proposed, Mr Turner seconded and it was unanimously agreed the minutes of the meeting on 15 November 2016 be approved.

### Public Participation

Comments made are recorded under the relevant sections below.

### County/District Councillor update

County Councillor Thomas provided the following report:

Due to Central Government policy, there is less central funding available to NCC next year. NCC have proposed a 4.8% increase in council tax which is to be considered between now and the end of February.

It is proposed to allocate an extra a £30m to adult and children's services.

Some of the savings from existing budgets are taking longer to implement than initially envisaged and next year there will be closer control and accountability.

The adoption service has moved to a regional body, hopefully enhancing the chances of a timely successful adoption.

Dog bin servicing costs are rising from £65 to £100 per dog bin per annum.

### Parking in the Street

Mrs Batty, a resident of 33 years, had been experiencing problems with cars blocking her driveway for a number of years and the frequency of the problem was increasing with the increase in vehicle volume. Mrs Batty had researched having a white "H" mark painted across her driveway to act as a deterrent to motorists. She was prepared to pay for this.

Mr Hook explained the issue was much wider with many properties being affected and the placement of double yellow lines was considered by the meeting.

County Councillor Thomas informed the meeting that NCC Highways budget is very tight and she did not think there would be funds available for double yellow line painting..

Mr Delf proposed, Mr Turner seconded and it was unanimously agreed that to try and ease the problem, the Clerk should write to McColls to suggest it encourages its staff not to park in front of the shop. This makes commercial sense as it leaves space for customers. The Clerk to ask the police to take an interest, particularly as cars are parked illegally across driveways. The Clerk to draft a suitable article for the newsletter. The Clerk to write to NCC highways to request double yellow lines along certain sections of The Street.

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## Planning Applications

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

2016/2963 - Mr John Kelly, Three Feathers, Lundy Green, Hempnall - Replace four windows to the front elevation – Mr Turner proposed, Mr Delf seconded and it was unanimously agreed that the application be approved. IN

2016/2997 - Alphagen Projects Ltd, Chestnut Loke Hempnall - Non material amendment to C/7/2016/7008 - replace approved 40 ISO type – it was noted this application was to be determined by NCC.

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

2016/2481 - Mr Gregory Munson, Green Boughs Mill Road Hempnall - Skylight on garage

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

None.

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

None.

### **Hempnall Conservation Area Character appraisal**

Mr Hook reported he, Mr Delf, Mr Parker and Mr Workman had met on 24 November with Steve Beckett, SNC Conservation Officer. They had encouraged Mr Beckett to leave the conservation area unchanged.

Mr Beckett had subsequently written to the Clerk as follows: *“Please can you thank the four gentlemen who accompanied me round the village on the 24th November as part of the conservation area review. We had a good conversation with many useful insights into the development of the village and ideas for future improvement and progress. I will revise the appraisal as far as I can and probably early next year the draft will be sent to you and your members for comment as part of a wide consultation... At that time I can come to a parish council meeting to introduce the process if you think that would be helpful.”*

It was agreed to await the draft conservation area appraisal.

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### **Notification of Designation Application - Hempnall War Memorial**

Historic England is considering the above war memorial for addition to the List of Buildings of Special Architectural or Historic Interest ('The List'), as part of our response to the centenary of the First World War.

Historic England are to carry out a preliminary assessment of the above and will send us a copy of their consultation report. This report will set out the factual information on which they will base their recommendation. At that stage the parish council will again be invited to make comments about the architectural or historic interest of the memorial. English Heritage will consider all representations made before finalising their assessment and making their recommendation to the Secretary of State. They will notify us of the Secretary of State's decision in due course.

It was agreed to await Historic England's consultation report.

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### **Play Area Project**

Mr Workman and Mr Delf had established the depth of the subsoil on the MUGA site and the Clerk had informed Mr Hawes who had been in contact with 3 contractors with a view to obtaining a quote for them to undertake the ground works and the surfacing work. He was still awaiting 2 to respond and would chase and report to the Clerk. IN

The Clerk had received £248.50 sponsorship money from Mr Spaul. Mr Delf proposed, Mr Turner seconded and it was unanimously agreed the Clerk should write to Mr Spaul to thank him. IN

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## Matters arising from previous Parish Council meetings – completed

### **Repairs to bridge hand rail**

Mr Delf had mended the rail.

### **Mill Centre Premises Licence**

The Clerk had sent a letter of support.

### **Greater Norwich Local Plan - Hempnall Sites**

The Clerk had sent the parish council's response to the consultation.

### **Churchyard Maintenance**

The Clerk had instructed Mr Smith and the work had been completed.

### **Litter bin at McColls**

The Clerk had reported to Mrs Franks.

### **Dog fouling on Alburgh Rd**

The Clerk had written the article.

### **D Cracknell**

The Clerk had written a thank you letter and make payment.

### **Electoral Review of South Norfolk: Draft Recommendations**

The Clerk sent a copy of the previous letter.

### **Bonfire night parking concerns**

The Clerk had written to the Executive Head teacher, Laura Jestico who replied stating she will share our letter with the Friend's Committee and see what measures can be put in place to improve parking next year.

## Matters arising from previous Parish Council meetings – awaiting others

### **Nobb's Lane Spur**

We await NCC investigations. Further forms are required to be completed. Mr Hook will co-ordinate.

DH

### **Playing Field Container**

Mr Delf will arrange for the container floor be concreted in due course at the same time as the path near the tennis courts.

RD

### **Hugmore Pond**

The Clerk had requested an update from legal services.

IN

### **Wildlife survey of the churchyard**

We await the Wildlife Trust and the PCC.

DH

### **Football Club Floodlights**

We await removal of the posts.

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### **Parish Partnership Scheme – Application for SAM2**

The Clerk had submitted the application and obtained written support from both NCC Highways and County/District Councillor Alison Thomas. The Parish Partnership Scheme will inform us of the outcome around March 2017. If successful, a letter will be sent setting out conditions (including payment) and an acceptance form to be signed.

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## Matters arising from previous Parish Council meetings – for discussion

### **Ash Die-Back**

Mr Hook explained the preponderance of Ash trees in Norfolk makes this a very serious issue. He asked County Councillor Thomas to ensure that NCC's new policy was proportionate to the issue and to favour preservation rather than removal of trees.

### **Silver Green BT box**

The Clerk had written to BT to encourage them to keep an emergency phone in place at least until mobile signal coverage in the area was good.

### **Reduced Bus Service to the Greens**

The Clerk had written to NCC who had investigated and reported that "*Konectbus say that they are still looking at timing schedules and hopefully they will be able to bring this in soon. They apologise for not doing this earlier but there seems to have been some confusion. Konectbus are currently looking after Anglian Bus routes as well and there has been a fair amount of staff moving around and changing.*"

County Councillor Thomas offered to follow this up with Tracy Jessop. The Clerk to send on the email from NCC to County Councillor Thomas.

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### **Playing Field Trees**

Mr Turner proposed, Mr Delf seconded and it was unanimously agreed that an oak tree should be purchased in memory of Mr Roger Davy and be sited by Mr Hook. Mr Delf to make enquiries re purchase.

DH/RD

### **Path between the tennis courts and the properties on Bungay Rd**

Further quotes are being obtained for an alternative solution.

RD

### **Community Speed Watch**

No report in the absence of Mr Burley.

### **SAM2 Report**

Mr Turner reported it was now situated on B1527 near Cunningham's garage.

### **Local Council Award Scheme**

The Clerk reported this was progressing.

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### **Footpath Maintenance**

Mr Rose had taken up the matters with Highways and awaits a response.

HR

Mr Rose is obtaining quotes from Mr Tom Bird at Saxlingham to cut footpaths.

HR

Mr Driver thanked whoever was response for reinstating a bridleway that had accidentally been ploughed up.

### **ROSPA report on Play area**

Mr Delf is obtaining quotes from Mr John Ellis re the timber work on the play unit.

RD

The bark is to be forked up in the spring.

RD

### **Parish Council + Community Update from South Norfolk Police**

In the absence of Mr Burley the matter was carried forward to next meeting.

SB

### **Hempnall road safety update**

There had been several accidents in the black ice conditions. There had also been a collision between a bus and a tractor near the ford on the B1527. These matters had been reported to NCC for consideration.

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## Correspondence

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

Various police crime summaries  
Various planning applications  
Relevant notices/agenda and minutes  
Meeting with Police - email  
Op Gravity – taking the problems drugs cause seriously  
Notification of Designation Application - Hempnall War Memorial  
Long Stratton Leisure Centre Consultation  
Mr Clark's email re the crash in Hempnall and NCC's response.  
South Norfolk Council Budget Consultation 2017/18  
Various emails from parishioners

No further matters were raised form the above.

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

Relevant notices/agenda and minutes  
Poster – Give & Take Reuse Event  
Poster – No Lonely Day Pledge  
Poster – Electoral Review

No further matters were raised form the above.

## ***Website***

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

Added relevant notices/agenda and minutes  
Added various planning application details  
Added various papers to be tabled at meetings  
Updated link to members interests - <http://www.south-norfolk.gov.uk/town-and-parish-councils>

No further matters were raised from the above.

## **Correspondence from Parishioners**

### **Dog Mess**

The Clerk had received a number of letters from parishioners highlighting the problem of dog owners not clearing up dog mess, particularly in The Street and the Sawn Meadow footpath area. The Clerk had responded to each explaining the measures already taken by the parish council and encouraging them to provide evidence so the parish council could support a prosecution.

Mr Turner proposed, Mr Delf seconded and it was unanimously agreed that the Clerk draft an article for the newsletter to encourage people to use their mobile phone to provide evidence of offenders. The Clerk to also inform the parishioners who had complained.

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### **Community Governance Briefing Review**

Mr Hook said this to take place on 30 January and an invitation to parish council chairman and vice-chairs had been sent out. Unfortunately, neither he nor Mr Delf could attend. The Clerk to respond accordingly.

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## Financial Statements

### **Movements since last meeting**

The Clerk presented the financial statement attached to these minutes showing the movements from 16 November 2016 to 17 January 2017. The statement was not materially out of line with the annual budget. Mr Turner proposed, Mr Delf seconded and it was unanimously agreed that the statement be approved.

### **Quarterly Budget Report**

The Clerk presented the quarterly budget report showing the movements for the 9 months ended 31 December 2016. Mr Delf proposed, Mr Turner seconded and it was unanimously agreed that the statement be approved.

### **Playing Field / Village hall rental setting**

The village hall has set its rental charge to the parish council for the year ended 31 December 2017 at the same level as 2016.

Mr Delf proposed, Mr Turner seconded and it was agreed the parish council will charge the Football Club and the Tennis Club the same price for hire as last year. The Clerk to issue the invoices.

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### **Statement Regular Payments**

The Clerk presented the statement of regular payments to the meeting Mr Delf proposed, Mr Turner seconded and it was unanimously agreed the statement be approved.

### **Budget/Precept 2017/18**

The Clerk presented the budget for 2017/18 as previously circulated to Councillors.

The Clerk reported that SNC had informed him the grant attributable to Hempnall in order to compensate for Council Tax Support would be £533. The tax base is £448.

Consideration was given to the level of funds held by the council. Mr Delf proposed, Mr Turner seconded and it was unanimously agreed the funds should not be held long term but used on projects to enhance the village such as : the existing play area, the new area, improvement to the path between the tennis courts and the properties on Bungay Rd and the SAM2 purchase.

Mr Delf proposed, Mr Turner seconded and it was agreed unanimously that the precept in addition to the Council Tax Support be set at £17,000, the same level as last year. This represented decrease in the council tax bill of 0.44% for a band D property.

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The Clerk to inform SNC of the required precept prior to the deadline of 20th January.

Mr Hook thanked the Clerk for his work in preparing the budget.

### **Parish Meeting**

This will take place at 7pm on 21 March 2017. The Clerk to send out notices etc

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### **Items for Newsletter**

- GNLP Sites.
- Dogs fouling on Alburgh Rd, The Street and Swan Meadow footpath.
- The Street parking.

The Clerk to draft and issue in due course.

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### **Items for next meeting**

- Parish Meeting

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**Date of next meeting**

The following meeting (subject to receipt of applications) will be primarily planning at 7:30pm on 21 February 2017. Mr Delf to Chair.

RD

The next Parish Council main meeting will take place on 21 March 2017 at about 8:15pm immediately following the parish meeting.

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There being no further business, the meeting was closed at 9:14 pm.

Signed \_\_\_\_\_ Date 21 February 2017

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## FINANCIAL STATEMENT

Presented to meeting on 17 January 2017

### Current Account

<b>(Payments)/Receipts since last meeting:</b>	<b>£</b>
16/11/2016 tr bpa to c/a	500.00
16/11/2016 D Whiting - Moles	(500.00)
16/11/2016 tr bpa to c/a	500.00
16/11/2016 D Cracknell - Litter Clearance	(660.00)
18/11/2016 Norse Newsletter printing	(48.00)
05/12/2016 Interest	8.74
05/12/2016 NSIB Interest	4.11
07/12/2016 CGM - grass cutting	(56.68)
10/12/2016 Simon Spaul - Sponsorship donation for MUGA	248.50
11/12/2016 Eon - Streetlights electricity	(7.89)
28/12/2016 tr bpa to c/a	1,000.00
31/12/2016 Ian Nelson Salary	(758.53)
31/12/2016 Ian Nelson Salary	(64.00)
31/12/2016 LCPAS - Course HR & IN - cancel chq 13/12/15	50.00
05/01/2017 CGM - grass cutting	(56.68)
05/01/2017 NSIB Interest	4.25
12/01/2017 Eon - Streetlights electricity	(8.15)
15/01/2017 HMRC - PAYE	(189.60)
	<u>(33.93)</u>
<b>Closing Balance</b>	<u>364.68</u>

### Business Premium Account

<b>(Payments)/Receipts since last meeting:</b>	<b>£</b>
16/11/2016 tr bpa to c/a	(500.00)
16/11/2016 tr bpa to c/a	(500.00)
28/12/2016 tr bpa to c/a	(1,000.00)
	<u>(2,000.00)</u>
<b>Closing Balance</b>	<u>70,083.13</u>