



FINAL MINUTES OF ASHMANHAUGH PARISH COUNCIL MEETING

held in the Preston Room on Tuesday 7th November 2017 at 7.00pm

Parish councillors present:

Cllr A Buxton

Cllr H Buxton (Chair)

Cllr S Bland

Cllr N Coleman

Cllr C Phillipo (Vice Chair)

Cllr G Saunders

Cllr A Wiseman

Clerk: Mrs C Male

NNC & NNDC Cllr Nigel Dixon was present. One member of the public attended.

1. **ATTENDANCE** - all Councillors present.
2. **DECLARATIONS OF INTEREST AND DISPENSATIONS** - as before.
3. **MINUTES OF PREVIOUS MEETING**
The minutes of the Parish Council meeting held on 5th September 2017 were confirmed as a true and accurate record.
4. **PUBLIC SPEAKING**
 - 4.1. Report from County and District Councillor Nigel Dixon:
 - i. Budget - both Councils preparing budgets. NCC has to make significant budget cuts over the next 3 years. There will be a consultation on new budget cuts, including libraries and recycling centres. NNDC cuts expected to be less. Expected that there will be a subsequent increase in Council Tax.
 - 4.2. PCSO Jeanette Boardman did not attend.
 - 4.3. From the public:
 - i. 3 Church Road - owns a window cleaning business and is discharging tanks of dirty water onto the road every night. Agreed that the Clerk will write to the resident and ask them to discharge the water into his drains. **ACTION CLERK**
 - ii. Lock on Preston Rooms door will be changed - agreed the Clerk needs to have a key or a representative of the Preston rooms needs to open up and lay out the tables an hour before the meeting. Clerk to speak to Steve Newstead. **ACTION CLERK**
5. **MATTERS ARISING**
 - 5.1. Correspondence received since the agenda was issued:
 - i. Data protection bill - May 2018 - Clerk attending a training course next week.
 - 5.2. Additional issues not covered on the agenda:
 - i. Stone Lane potholes in the passing places - Clerk to report. **ACTION CLERK**
6. **CORRESPONDENCE**
 - 6.1. Norfolk Planning Authority - New Local Plan newsletter - including Housing Land Availability Assessment (HLAA). There is a parcel of land in Ashmanhaugh on School Road included as infill at the junction of the crossroads.

- 6.2. Dilham Parish Council - contacted the Council to ask if they felt the helicopter noise was disruptive. Councillors felt it was not an issue.
- 6.3. Norfolk Police - are consulting on structural changes for 2020. This includes abolishing PCSO's, but recruiting more PC's and making changes to the Estate. No comments.
- 6.4. Norfolk Association of Local Councils - briefing on precept consultation - referendum when Councils increased their precept.
- 6.5. Norfolk County Council - invitation to meet the leader of the Council - 7 November, Matishall.

7. COUNCILLORS MATTERS

- 7.1. It has been reported that the crossroads fingerpost pointing the wrong way. Clerk has reported the issue to Highways.

8. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES

- 8.1. Two planning applications were received in the period:
 - i. PF/17/1370 Meadow Cottage, Church Road, Ashmanhaugh, Norwich, NR12 8YL - erection of a single storey rear extension - deadline 12/10/2017 - Council voted to support the application.
 - ii. PF/17/1270 Roys, Forge House, Stalham Road, Hoveton, NR12 8DU - initial consultation - extension of two storey rear extension to retail store and change of use of former Broads Hotel site to provide car parking - deadline 11/10/2017 - no comments.
- 8.2. Norfolk Strategic Framework - Clerk read the response made to NNDC. Attached to minutes.
- 8.3. Local Members Highways Fund - details from Cllr Dixon. Any thoughts from Councillors to be sent to the Clerk.
- 8.4. The Common
 - i. Noted the response from NNDC recognising the Parish Council as the Local Authority for the Common therefore removing the need for a licence under the Commons Act 2006.
 - ii. The Council has made an application to the Planning Inspectorate to undertake works to the Common. Have consulted with Natural England, Historic England, the Open Spaces Society, NNDC, NCC (as Commons registration authority), Norfolk Museums & Archaeological Service, St Swithin's Church and Ashmanhaugh & Barton Wanderers Cricket Club. Have lodged a full set of documents in Wroxham Library, displayed two notices on the north and south sides of the Common and delivered letters the properties adjacent to the Common. An advert was published in the North Norfolk News on the 2 November. Need to complete further documentation for the Planning Inspectorate providing evidence that the consultation has been undertaken as required. Consultation closes on the 4th December. **ACTION CLERK**
 - iii. Discussed a management plan and particularly a programme for topping the Common - Councillors agreed to wait until a response has been received from the Planning Inspectorate. Need to consider what the village want before agreeing a maintenance programme. Discussed ongoing issue with misuse of the Common. Clerk to write to specific individuals as soon as possible. **ACTION CLERK**
- 8.5. Discussed correspondence with NNDC and local residents regarding the lighting in the grounds of Chestnut Hollow. Clerk referred the matter to Environmental Health at NNDC who advised that they can only investigate complaints from properties affected. Individual complainants not prepared to come forward. Discussed the Council's frustration that comments on external lighting are not considered. Agreed to contact NNDC and ask for support on this issue. **ACTION CLERK**
- 8.6. Speeding from the boat yards & Community Speedwatch - to update and to discuss the requirements of the scheme. No action - to be carried over to the next meeting. **ACTION CLERK**

9. ADMINISTRATIVE MATTERS

- 9.1. Following the Clerk's appraisal, voted on the recommendation to increase the Clerk's salary scale point to pt 24 and back date to the 1st September.

9.2. Noted meeting dates for 2018.

10. FINANCIAL MATTERS

10.1. To review this period's financial position

- i. Received and signed Bank Reconciliation – current balance £8,706.16
 - ii. Noted one receipt in the period:
 - 1. NNDC precept (second half) £1895.00
 - iii. Authorised **payments** for:-
 - 1. Clare Male – salary Sept/October £395.72
 - 2. Clare Male - expenses £242.29
 - 3. Clare Male - mileage £9.45
- 10.2. Precept - agreed the precept figure for 2018-2019 of £3,700 (no increase), as per the budget, and signed the documentation.
- 10.3. Confirmed that the Norwich & Peterborough bank account has now been closed down and the Barclays Community Account is fully operational.

11. ITEMS FOR NEXT AGENDA - Tuesday 9th January 2018 at 7.00pm - none.

The meeting closed at 8.09pm.

Published: 23rd November 2017

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Final minutes agreed.....
Harry Buxton (Chair)

Dated:.....