



## **FINAL MINUTES OF ASHMANHAUGH PARISH COUNCIL MEETING**

**held in the Preston Room on Tuesday 3<sup>rd</sup> July 2018 at 7.00pm**

### **Parish councillors present:**

Cllr A Buxton

Cllr S Bland

Cllr N Coleman

Cllr C Phillipo (Vice Chair)

Cllr J Pond

Cllr G Saunders

**Clerk:** Mrs C Male

**NNC & NNDC Cllr Nigel Dixon attended. Three members of the public attended.**

- 1. ATTENDANCE** Noted those present and consider apologies for absence - Cllr H Buxton & PC Tom Gibbs.
- 2. DECLARATIONS OF INTEREST AND DISPENSATIONS**  
Item 7.2 - Cllr A Buxton. Agreed to move this to the end of the meeting.
- 3. MINUTES OF PREVIOUS MEETING**  
Confirmed the accuracy of the minutes of the Parish Council meeting held on 1st May 2018.
- 4. PUBLIC SPEAKING**
  - 4.1. To receive report from County and District Councillor Nigel Dixon.
  - 4.2. Report from PC Tom Gibbs, Norfolk Police. In the last period there were only 4 calls - 1 road related incident, 1 concern for safety of a resident and 2 regarding wide loads from Bridgeland Moulders. Also seized a car from an uninsured driver. Reminded the community that there was a burglary last August and to stay secure in the hot weather.
  - 4.3. Questions from the public relating to local issues:
    - i. Neighbourhood Watch update from a resident.
    - ii. Query on Bridgeland Moulders police escort.
- 5. MATTERS ARISING**
  - 5.1. Correspondence received since the agenda was issued:
    - i. Request from the Highway Ranger to report issues in the village - potholes, standing water, damaged signs etc.
    - ii. Complaint re height of verges obstructing visibility on Rectory Road.
    - iii. Norfolk County Council Minerals & Waste consultation review.
  - 5.2. Report on any matter not covered on the agenda:
    - i. Financial Regulations have been reviewed - add to item 10.
    - ii. Reminder of Clerk's annual leave from the 25th July to the 12th August.
- 6. CORRESPONDENCE**
  - 6.1. Norwich Western Link consultation - closed 3rd July - noted.
  - 6.2. Norman Lamb MP - details of summer village tour - details on noticeboards.
  - 6.3. EDP FOI request re: gagging orders - noted.
  - 6.4. NNDC - allocation of green spaces notification - The Common was submitted but declined on the basis that it already has legal protection.
  - 6.5. NNDC - Local Plan update - consultation will start in January 2019. Looking to deliver 9,000 - 10,000 houses with 2,000 being affordable. Specific policies to address the needs of

elderly people and to prescribe technical standards for construction. Rural exceptions policy for delivery of affordable homes in rural areas.

6.6. NALC - training dates for Autumn 2018 - noted.

## 7. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES

7.1. One planning applications was received in the period:

- i. PF/18/0978 Helford, Stone Lane, Ashmanhaugh, Norwich, NR12 8YR - erection of single storey rear extension. Deadline 19th June. No objection or comment. Subsequently withdrawn.

7.2. Park Farm Barn - to discuss the refusal of planning permission - discussed at the end of the meeting.

7.3. Change to NNDC planning procedure - pre-applications now published on the website but the Council is not a consultee. To discuss correspondence with Nigel Dixon.

7.4. Norwich Road Runners 5K race - discussed the recent series of events. Frustration expressed over lack of communication, signage and marshall issues. Frustration that previous contact from the Council and assurances made by Norwich Road Runners have not been followed through. Clerk to write to them and express frustration. **ACTION CLERK**

7.5. Norfolk County Council Parish Partnership scheme invitation to bid for 50% of Highways schemes. Discussed the possible purchase of SAM2 - speed monitoring and display device to be situated in the area of the crossroads. Concerns about the lack of suitable fixing points. Clerk has asked out Highway Ranger to look at possible sites. Cost would be in the region of £1600. Closing date for application is 7th December. Agreed to go ahead and make the application.

**ACTION CLERK**

7.6. The Common - to discuss:

- i. Boundary markings - met on site and agreed not to appoint a surveyor to mark the boundaries.
- ii. Tree works have been completed. Drainage ditch works have been ordered (funded by Hoveton Hall). Need to consider location of cricket club water pipe.
- iii. Bridge and railway sleepers - Clerk to get a quote. **ACTION CLERK**
- iv. Budget - not an issue at present. Work on item iii, above, may prove costly.

7.7. External lighting and dark skies. Clerk been in contact with Planning Officer at NNDC. Has given an update and that they intend to strengthen the policy in this area. Advised that there will be an opportunity to comment on the draft Local Plan in January 2019 (see item 6.5).

7.8. Noted an asset inspection has taken place. Recommendation that we aim to replace the crossroads noticeboard in the next few years.

## 8. ADMINISTRATIVE MATTERS

8.1. Noted need to make arrangements for Clerks appraisal - due 31st August 2018.

## 9. FINANCIAL MATTERS

### 9.1. Reviewed this period's financial position

- i. Received and signed Bank Reconciliation – current balance £8345.12
- ii. Noted there was one **receipt** in the period
  1. VAT refund £53.52
- iii. Authorised **payments** for:-
  1. Clare Male – salary May/June £402.48
  2. Winchester Tree Services £198.67

9.2. Signed the mandate forms for a Debit Card for the Council.

## 10. POLICIES:

10.1. Approve a complete update of Standing orders. To note that this no longer includes document retention. A new policy will be released by NALC in August 2018.

10.2. Financial Regulations - approved and adopted.

## 11. ITEMS FOR NEXT AGENDA - Tuesday 4th September 2018 at 7.00pm.

12. Park Farm Barn - to discuss the refusal of planning permission - discussed at the end of the meeting.

**ITEMS FOR NEXT AGENDA - Tuesday 3rd July 2018 at 7.00pm. None.**

The meeting closed at 8.26pm.

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Clare Male  
Clerk & RFO to the Parish Council  
[ashmanhaughparishcouncil@gmail.com](mailto:ashmanhaughparishcouncil@gmail.com)  
07803 705434

Approved by.....

Date.....