



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

**held in the Preston Room on Tuesday 6<sup>th</sup> November 2018 at 7.00pm**

### **Parish councillors present:**

Cllr S Bland

Cllr A Buxton

Cllr H Buxton (Chair)

Cllr N Coleman

Cllr C Phillipo (Vice Chair)

Cllr J Pond

Cllr G Saunders

**Clerk:** Mrs C Male

**Norfolk County Council (NCC) & North Norfolk District Council (NNDC) Cllr Nigel Dixon and two members of the public attended.**

1. **ATTENDANCE** Noel Coleman was absent..
2. **DECLARATIONS OF INTEREST AND DISPENSATIONS** As before.
3. **MINUTES OF PREVIOUS MEETING** - Confirmed the accuracy of the minutes of the Parish Council meeting held on 4<sup>th</sup> September 2018.
4. **PUBLIC SPEAKING**
  - 4.1. NCC & NNDC Councillor Nigel Dixon reported:
    - i. Market Town Improvement Strategy meeting 27th September update. The next stage is for NCC to come back with recommendations for investigation.
    - ii. Consultation on reorganisation of Children's Centres.
    - iii. Visit of Andrew Proctor, Leader of NCC, roadshow coming to Hotel Wroxham 13th November 7pm, open to all.
    - iv. NNDC presentation on the forthcoming Local Plan consultation - see item 7.4.
  - 4.2. Crime figures from Norfolk Police - none received, but it was reported there had been a number of incidents in the village in the period.
  - 4.3. Questions from the public:
    - i. Common - it was reported that sharp scrap metal has been exposed where the ditch has been dug. Cllr H Buxton to investigate. **ACTION CLLR H BUXTON**
5. **MATTERS ARISING**
  - 5.1. Correspondence received since the agenda was issued
    - i. NCC budget consultation documentation - Councillors to comment individually.
  - 5.2. To receive a report on any matter not covered on the agenda - none.
6. **CORRESPONDENCE**
  - 6.1. Cllr Pond reported on the meeting on the Norfolk County Council Market Town Improvement Strategy on the 27th September at Wroxham Parish Hall.
  - 6.2. Invitation to attend meeting with PCC Lorne Green & Chief Constable Simon Bailey in Cromer on the 25th September.
  - 6.3. NNDC request for information on Almshouses and offer to supply information on Community Housing - responded.
  - 6.4. NNDC commemorative gift of Flanders poppy seeds - Clerk to plant in the spring.

- 6.5. Invitation to attend 2018 AGM of Citizens Advice Mid Norfolk in Dereham 6th November 2018.
- 6.6. Correspondence from Norfolk Labour party on the consultation to close Children's Centres.
- 6.7. Norfolk and Waveney Mental Health Review - notification of online survey and events.

## 7. COUNCILLORS MATTERS

- 7.1. To discuss the increase in the number of heavy agricultural vehicles - Cllr Coleman - carried over as Cllr Coleman not in attendance.
- 7.2. Discussed closer relations and communications with Tunstead Parish Council, including a Parish magazine. Tunstead have a bimonthly Parish magazine without advertising and there is a possibility that this could become a joint publication. Parish Council to pay for the additional copies for the village. Cllr H Buxton to submit some content for a pre-Christmas edition as a one off experiment. Clerk to supply list of houses.

### ACTION CLLR H BUXTON & CLERK

- 7.3. Training dates sent round by Clerk - to review in the New Year.
- 7.4. Cllr Pond reported on NNDC Local Plan meeting (30th October). Over the 20 year period of the plan (2016-2036) 4,900 houses need to be built in the District (540 p.a). 400-500 of these will be in small villages. The consultation on the allocation for villages will not be published until after the main allocation and is expected to be mid/late 2019. Noted.

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

- 8.1. No planning applications were received in the period but a "Larger Home extension application" has been made under permitted development in School Road. The Council was not consulted on this application but the District Councillor was. Agreed Clerk to write to NNDC Planning to raise the issue. **ACTION CLERK**
- 8.2. Clerk investigated the possibility of delegated grass cutting agreement from NCC Highways - not an option for rural Parishes.
- 8.3. Deadline of 2026 for applications to add historical rights of way to the definitive list.
- 8.4. Highways Ranger list for potholes, standing water etc - deadline 4th October - none.
- 8.5. Parish Partnership scheme bid for a SAM2 device - signed off the application for the device plus four posts and agreed to site the Stone Lane post outside Farthings, Stone Lane. Clerk to submit. **ACTION CLERK**
- 8.6. The Common
  - i. Ditch works are complete but it is not connected to the soakaway on Church Road. Highways have said they would consider funding a culvert in future financial years. The District Councillors Highway fund could contribute.
  - ii. Installation of boundary markers - discussed the many issues and agreed to take the issue to the next Annual Parish meeting and get residents to decide if a survey is the way forward.
  - iii. Installation of railways sleepers. Only one quote received - £700-800 exc sleepers but including treating sleepers. Agreed to proceed once a contractor provides a written quote.

## 9. ADMINISTRATIVE MATTERS

- 9.1. The recommendation following Clerks appraisal to award of one pay point to SCP 25 was agreed.
- 9.2. Noted meeting dates for 2019 - published on website. Need to book Preston Rooms.

### ACTION CLERK

## 10. FINANCIAL MATTERS

### 10.1. To review this period's financial position

- i. Received and signed the Bank Reconciliation – current balance £9,151.15
- ii. Noted there were **receipts** in the period of £1,892.00 - second half precept from NNDC.
- iii. Authorised **payments** for:-
 

1. Clare Male – salary Sept/Oct	£360.26 (chq)
2. HMRC tax payment	£48.00 (DC)
3. Preston rooms - hire charge for 17/18	- carried over

4. Cartridge Save £20.34 (DC)
- 10.2. Precept - agreed the precept figure for 2019-2020 of £3,700 (fixed as per last year) and signed the documentation for NNDC.

**11. ITEMS FOR NEXT AGENDA - Tuesday 8th January 2019 at 7.00pm.**

**The rest of the meeting was closed to the press and public due to the nature of the business to be discussed (Public Bodies Admission Act 1980).**

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Signed by.....

Dated.....