



MINUTES OF ASHMANHAUGH PARISH COUNCIL MEETING

Held virtually on Tuesday 2nd March 2021 at 7.00pm

Parish councillors present:

Cllr. H Buxton (Chair)

Cllr. A Buxton

Cllr. N Coleman

Cllr. C Phillipo

Cllr. J Pond

Cllr. S Bland

Clerk: Mrs S Martin

Members of the public present - 4

1. **ATTENDANCE** – Apologies were received and approved from Cllr. Russell (Work).
2. **DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS FOR THIS MEETING:**
Cllr. H Buxton declared an interest in Item 7.6 for footpaths/cricket ground as landowner.
3. **MINUTES OF PREVIOUS MEETING** The minutes of the Parish Council meeting held on 12th January 2021 were agreed by all as a true and correct record with no amendments. These will be duly signed by the Chairman.
4. **PUBLIC SPEAKING**
 - 4.1. **To receive a report from County and District Councillor Nigel Dixon.**
Cllr. Dixon reported:
 - North Norfolk District Council (NNDC) to freeze its council tax this year, however there will be an increase in the Police element and the County Council increase will be approx. £56 per year.
It was commented that there may be concerns over the impact of the freeze later down the line, however this freeze was actioned as there was budget surplus.
 - A flooding taskforce has been set up to investigate the issues of increased and more frequent flooding which has been experienced Countywide.
 - 4.2. **To receive a crime report from Norfolk Police.**
A report was received and noted that this is appreciated by the PC. The report covered the COVID vaccinations running well; the monitoring of COVID breaches; traffic and speeding; telephone fraud; and that no crimes have been reported in Ashmanhaugh since the January 2021.
 - 4.3. **To receive questions/comments from the public relating to local issues**
 - A member of the public raised the damaged sign and straw spillage at the crossroads on Stone Road. It was also requested to attend any site meeting with Highways when discussing the unmade section of Church Road. It was reported further clearing of ditches in Church Road and a report of a blocked drain.
The Chairman noted the comments and stated that the damaged sign has been reported to Highways and will chase again the clearing of the straw; the parishioner would be invited to future meeting and drain will be reported to Highways – thanks were given to the parishioner.
 - A member of the public spoke regarding concerns of the increased traffic and its speed along Rectory Road; also, the state of the verges as used for passing vehicles. It was raised if the national speed limit could be moved as vehicles speed up when approaching and existing the village towards Tunstead.
The Chairman stated the PC shares the concerns of the volume and speed of traffic around the village. It was noted that the PC has investigated moving of speed limits in other parts of the village, which were not supported by Highways who are the authority to approve this, however this will be raised again. The PC has applied for a grant to install a village gateway and collates data from the SAM2 speed device which it then shares with the Police. This

data supports requests to the Police for carrying out speed checks. It has been previously investigated setting up a Speedwatch community group, which the PC would support, if there were enough volunteers come forward.

5. MATTERS ARISING

5.1. To discuss correspondence received since the agenda was issued: Noted

- Foodwaste Action Week
- NIB newsletter (Neatishead, Irstead and Barton Turf Parish Magazine) – it was discussed Ashmanhaugh could place a short article stating it is a small rural village and remind all of the speed limit.
- Adoption of North Norfolk Landscape Character Assessment & Landscape Sensitivity Assessment

5.2. To receive a report on any matter not covered on the agenda - None

6. CORRESPONDENCE – all correspondence circulated and noted.

6.1. General correspondence

6.2. Norfolk ALC Bulletins and updates, including Wellbeing emails

6.3. Police newsletter

6.4. Cllr. Dixon - Traffic Ashmanhaugh - inc. flooding and verges

6.5. Census 2021 - 21st March 2021

6.6. Norfolk Citizens Advice – Norwich – *not PC policy to support this donation request to avoid prejudice.*

6.7. Norwich Western Link project update

7. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES

7.1. To consider any planning applications received - None

7.2. Planning applications response to be ratified: The following planning application was agreed between meetings:

PF/21/0239 - Harris Barn Stone Lane Ashmanhaugh Norwich Norfolk NR12 8YW - Change of use of barn with external alterations to form dwelling - revision of approved scheme (ref. no. PF/171824) in respect of Unit 4 – **No Objection or Comment**

7.3. To receive planning decisions:

PF/20/1783 - Harrodan, 1 Church Road, Ashmanhaugh, Norwich, NR12 8YL - Construction of two storey side extension - **WITHDRAWN**

7.4. To update on Highways issues (Church lane and missing signage) – no progress.

7.5. To update on Wroxham and Hoveton Network Improvement Strategy meeting held on 14th January 2021 – a meeting was attended by Cllrs. Buxton and Pond, and District Councillor Dixon and the Clerk however, there has been no further update or correspondence.

7.6. To discuss dog fouling around Parish, including Cricket ground and footpaths

Reports have been received of dog fouling around the Parish and on the cricket ground. The Chairman met with the NNDC environmental officer to consider options including installation of dog bins within the Parish. It was discussed and agreed to put up a map of where it is permitted to walk and signage advising owners on clearing up of dog waste. It was agreed to investigate a litter bin at the crossroads (*which can also take dog waste*) – emptying will cost £2.40 per collection and recommended weekly. It was suggested enquiring if there would be sponsorship to cover the cost of the bin.

7.7. To discuss and agree response to Parishioner email re: speeding traffic on Rectory Road

As discussed in public participation, it was agreed to move the SAM2 to Rectory Road as vehicles exit the village and data to be supplied to the Police, and to request a speed check in this location.

7.8. SAM2 device:

1) To receive data collected from SAM2 device

Although most vehicles are within the speed limit there is still a high number of vehicles exceeding the limit, and most apparent between 7am and 9am. Clerk to write to a local business to ask for staff to be politely reminded of residential village and speed limit.

7.9. To discuss proposed gateway locations re: Parish Partnership Scheme Initiative 2021/22

Cllr. Phillipo looked at two possible locations to site the Gateway and these have been forward to the Highway Engineer for comment.

8. FINANCIAL & ADMINISTRATIVE MATTERS

8.1. To review this period's financial position – agreed by all

To receive and sign Bank Reconciliation – agreed by all

- 8.2. **To authorise payments for:** – all payments agreed.
- | | |
|------------------------------------------------------------------------------------------|----------------|
| Sarah Martin - salary February/March 21 (inc. expenses) | £346.24 |
| HMRC tax payment | £ 86.40 |
| Norfolk Parish Training & Support (New Councillor Training 15 & 22 March) | £ 50.00 |
- 8.3. **To agree the budget for 2021-2022**
The final budget was agreed by all. The Precept amount has been submitted to NNDC.
- 8.4. **To consider and agree annual subscription to NALC or NPTS**
It was agreed to renew the subscription with the Norfolk Association of Local Councils (NALC) for 2021/2022.
- 8.5. **To agree a date for the Annual Parish Meeting**
It was agreed to arrange the Annual Parish Meeting for Tuesday 13th April 2021 – to be held virtually.
- 8.6. **Policies for Review:**
- Standing Orders** – approved with amendment to 18 f & g
 - Financial Regulations** – approved with no changes
 - Financial Risk Assessment** – approved, noting some annual reviews
 - Annual Review of the Effectiveness of Internal Control** – policy approved
 - Planning Policy** – approved with no changes
 - Privacy Notice** – approved with no changes
- 8.7. **To note any Financial/Administrative correspondence** - None
9. **ITEMS FOR NEXT AGENDA – 4th May 2021 – Parish Council Meeting**
No items raised for inclusion at this time.

Meeting closed 20.08