



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

**Held in the Preston Room on Tuesday 3rd March 2020 at 7.00pm.**

## **Parish councillors present:**

Cllr S Bland                      Cllr A Buxton                      Cllr N Coleman                      Cllr C Phillipo (Vice Chair)  
Cllr J Pond                      Cllr H Buxton (Chair)

**Clerk:** Mrs S Martin

Members of the public present - 2

### **1. ATTENDANCE.**

Apologies were received and accepted from Cllr. Gary Saunders (personal).

### **2. DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS FOR THIS MEETING**

2.1 None.

### **3. MINUTES OF PREVIOUS MEETING**

The minutes of the Parish Council meeting held on 7th January 2020 were agreed as a true and correct record and duly signed by the Chairman.

### **4. PUBLIC SPEAKING**

**4.1.** To receive a report from County and District Councillor Nigel Dixon  
Apologies received from Cllr. Dixon - no report.

**4.2.** To receive crime figures from Norfolk Police.  
The police newsletter had been circulated.

PC Tom Gibbs was unable to attend the meeting, however sent a report which was read out. This included data of 4 crime figures for Ashmanhaugh since 1st January 2020. Parishioners were encouraged to be vigilant and if unsure about anything to report it to the Police.

Cllr. Pond attended a Police meeting last week which was well presented by many Parishes. One of the main concerns raised was the visibility of Police. The new SAM2 was discussed and how the data should be used. PC Tom Gibbs is not always able to attend the PC meetings, but is happy to have contact before a meeting to give an update.

**4.3.** To receive questions from the public relating to local issues.

A parishioner highlighted the public exhibition and meeting being held in Hoveton on 4th and 11th March 2020 regarding a proposed new housing development - the PC is aware. It was also raised some errors on the Parish Council website - Clerk to investigate and correct.

### **5. MATTERS ARISING**

**5.1.** To discuss correspondence received since the agenda was issued.  
The following correspondence was noted:

- Emergency road closure in the Parish of Horning - burst water main - 2nd to 6th March 2020.
- Hoveton and Wroxham Network Strategy report and response.
- Police Alerts and Information.

- 5.2. To receive a report on any matter not covered on the agenda  
An invitation was received to attend a public exhibition on 4th March 2020 and public meeting on 11th March 2020 regarding a proposed housing development in Hoveton. It was agreed for Cllrs. H Buxton and J. Pond to attend the public meeting to represent the PC.
- 5.3. To pay respects to Tom Hannant  
Parishioner Tom Hannant sadly passed away. Tom was an original member of the PC in 1972 and served until 2005/6. It was acknowledged the contribution, commitment and support Tom gave to the Parish.
6. **CORRESPONDENCE** - All noted
- 6.1. General correspondence
- 6.2. Norfolk ALC Bulletin
- 6.3. Police newsletter
- 6.4. Norfolk Police - Help us improve our website feedback questionnaire
- 6.5. Keep Britain Tidy Campaign - Great Britain Spring Clean **it was suggested to investigate with NNDC a date suitable to borrow equipment to organise a village litter pick - action Clerk**
- 6.6. Minutes of NNDC/NNTPF liaison meeting (22/01/20)
- 6.7. PCC's policing budget proposal update
- 6.8. NALC Joint Spring Conference (04/04/20)
- 6.9. Cromer Community and Hospital Friends (CCAHF) donation request - **not PC policy to support**
- 6.10. Norwich Western Link Update
- 6.11. Priscilla Bacon Hospice donation request - **not PC policy to support**
- 6.12. Broads Flood Risk Supplementary Planning Document (amended)
7. **HIGHWAYS, PLANNING, LAND AND ASSET ISSUES**
- 7.1. Planning application to be considered:  
**PF/20/0217** 2 Preston Cottages, School Road, Ashmanhaugh, Norwich, NR12 8YJ - Detached outbuilding in rear garden  
**Resolution:** No Objection or Comment : to request a condition that no large external lighting is permitted.
- 7.2. SAM2 device:
- 1) To agree schedule of SAM2 locations  
Draft schedule was circulated and agreed. SAM2 devices to remain in one location for no more than 4 weeks and to not return within 8 weeks, as per NCC guidance.
- 2) To receive data collected from SAM2  
Data collected from 16th to 28th February, along Stone Road facing North was circulated.
- 7.3. To discuss and consider Quiet Lanes Scheme  
It was discussed that Ashmanhaugh did not have enough lanes to pursue this further.
8. **FINANCIAL MATTERS**
- 8.1. **To review this period's financial position**  
To receive and sign Bank Reconciliation - agreed by all and signed by the Chair..  
To note **receipts** in the period:
- |  |           |
|--|-----------|
| NCC Parish Partnership Scheme 50% contribution       | £1808.50  |
| To authorise <b>payments</b> for:-                   |           |
| Sarah Martin - salary February/March (inc. expenses) | £ 350.17  |
| HMRC tax payment                                     | £ 74.80   |
| NALC - subscription 2020/21                          | £ 126.79* |
- 8.2. To agree purchase of one further bracket set for SAM2 device  
Agreed - Clerk to order.
- 8.3. To consider and agree annual subscription to NALC or NPTS  
It was agreed to renew the subscription with NALC for 2020/21. Payment authorised\*
- 8.4. **Financial correspondence:**  
Barclays confirmation of mandate change request

**9. ADMINISTRATIVE MATTERS**

- 9.1.** To review and consider approval of:  
Financial Regulations - Circulated prior to the meeting for review. Agreed to adopt
- 9.2.** To discuss and consider 'Operation London Bridge' - It was agreed to prepare a report from the Chairman for when needed.
- 9.3.** To receive an update regarding Facebook page  
An Ashmanhaugh PC page had been set up, but has since been disabled as Clerk does not have a personal profile. It was discussed sharing relevant information with the Preston Rooms to post on their Facebook page.
- 9.4.** Annual Parish meeting and Quiz reminder - this is scheduled for **Tuesday 10th March at 7pm** in the Preston Rooms.  
It was discussed investigating holding the APM before a PC meeting, to be reviewed after next week's meeting for consideration for next year.

**4. ITEMS FOR NEXT AGENDA - Tuesday 5th May 2020 - Annual Parish Council Meeting.**

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Public meeting closed at 7.57pm.