

Swainsthorpe Parish Council
Minutes of the meeting of the Parish Council
held at St Peter's Church on Wednesday 8 March 2017 at 7.30pm.

In Attendance: Cllr G Frost, Cllr P Frost, Cllr P Webster, Cllr Y Folkard

Parish Clerk Anne Rayner
District Councillor Phil Hardy
County Councillor C Foulger
2 members of the public

1. **To consider apologies for absence** – Apologies were received and accepted from Councillors Neilsen and Lincoln.
2. **To confirm the minutes of the meetings held on 11 January 2017** – The minutes were approved without alteration and signed as correct by the Chair.
3. **Declarations of interest for items on the agenda** – None to declare
4. **Public Open Forum including reports from District and County Councillors and PCSO** – District Councillor Hardy reported on the forthcoming Community Governance Review. Very small parishes who work well and naturally with near neighbours would be encouraged to consider if they can join forces. Councillors agreed they did not feel inclined to join with either of their near neighbours, Mulbarton or Newton Flotman, and were keen to retain their own identity as a parish.

County Councillor Foulger reported that departments at the County Council with an overspend as at May 2017 will have their deficits cleared by reserves. They will start with new budgets and stronger financial controls to ensure they do not slip into a deficit situation again.

5. **Planning.**

- a) **To review Planning Meeting decisions since the last full Parish Council meeting:**
None
- b) **To report on planning information circulated via e-mail:**
 - **Garage, Norwich Road – Breach of planning condition** – A response was submitted confirming that the Parish Council believed the original conditions should be upheld and if any parishioners have objected to the breach, the parish council would wish to support them.
 - **2017 / 0260 Primrose Cottage Briar Lane Swainsthorpe Norfolk NR14 8PX - To fit an additional window to rear of property. (modification to 2014/2244)** – No objections.
- c) **To hear a report on plans approved/refused by South Norfolk Council –**
 - **2016 / 2749 – 48 Church Rd – Increase height of roof to allow new dormers - Approved**
- d) **To consider planning applications -**
 - **2017 / 0324 Aquarius, 2 Church Rd – Two storey side extension with loft room (replacing utility & garage)** – Councillors discussed the application and raised no objections.

6. To consider correspondence, including:

- a) **UK Power Network for vulnerable people** – This is a scheme for vulnerable residents to sign up to, in order that they are offered extra support during power cuts. A notice is on the board and the Chair offered to distribute leaflets within the village.
- b) **Hornsea Project Three Offshore Wind Farm** – A report into the consultation, for information. It was noted that the immediate area, encompassing Swardeston, Mangreen, Caister is being considered for the siting of the substation, which goes hand in hand with the wind farm. Although this is possibly concerning, it is difficult to take any action until the placement of the site has been agreed. Councillor Hardy confirmed that South Norfolk Council have no additional knowledge as to where the site may be (subject to planning permission).
- c) **South Norfolk Tree Warden Network** – The clerk will advertise on the noticeboard for a tree warden, who would be supported by the South Norfolk Tree Warden Network.

- 7. To consider repair options for the noticeboard** – The local repair specialist has not offered to quote for the repair, advising that they believe a local handyman could carry out adequate repairs at a cheaper cost to the parish council. The clerk will try to find someone advertising for carpentry / odd jobs to see if they could help to refurbish the board.
- 8. To receive a quote for the village planters** – The quote was received and accepted by Councillors. After discussion it was considered to be reasonable value, given the work involved.
- 9. To consider the Community Governance Review** – This is a review of parish councils and parish boundaries. The parish council will have an opportunity to respond when the consultation opens on 20 March 2017.
- 10. To agree to the appointment of an internal auditor for the 2016/17 year end** – The clerk advised that Pauline James has increased her fee by £1 per hour, the audit took approximately two hours last year. Councillors agreed to the appointment of Mrs James.
- 11. To hear of progress relating to the play area** – This was discussed at some length. A member of the SCCT present, reiterated the Trust's letter, which advised that they could see no logic in separating certain items on the village green, such as the fence and the basket ball hoop. The Chair summarised some of the history relating to the fund raising and advised that although the parish council accept they raise funds for the benefit of the community via the precept, it felt inappropriate to accept full responsibility for all of the financial commitment for the area, including the grass cutting. Historically, it was thought that the proceeds of the village fete were used to contribute towards the maintenance of the green / play area. The Chair asked if, rather than separating items of responsibility out, the parish council would manage all of the play equipment, including the fence and the basketball hoop, with a financial donation of support from the SCCT. The member present agreed that may be considered and asked for a summary of the new proposed arrangement to be sent to him, in order that he can put the proposal to the other Trust members.
- 12. To consider taking part in the SNC annual litter pick** – The Chair will gauge interest and, if there are enough people to take part, will suggest some dates to the clerk, for her to contact South Norfolk Council accordingly. Councillor Folkard suggested a Saturday.

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- 13. To make a decision relating to the adoption of the telephone box** – the clerk obtained a response from British Telecom “we would not recommend relocating the K6 kiosk. It is made of cast iron and extremely heavy, weighing 770kg and can be prone to hairline cracks upon removal from the ground, making them potentially dangerous”. Councillors unanimously agreed not to retain the telephone box, feeling it would not be appropriate to use it as a community asset in its current location and it would not be sensible to move it, given the advice received.
- 14. To hear information about new street lights, to assist with future financial planning** – The two streetlights have been reported. The cost of a new column is between £2500 and £3500 plus VAT.
- 15. To agree to the disposal of the previous clerk's laptop** – Councillor Frost managed to access several useful parish council documents from the laptop. It was agreed to donate the machine to a charity working between Norfolk schools and schools in Africa, their work recently being highlighted in the EDP.
- 16. Finance.**
- a) **To receive and approve the financial report** – circulated prior to the meeting
 - b) **To consider the payment of the following:**

Chq no	Amount	Payee	Notes
100634	£323.42	A Rayner	Salary Feb & Mar 2017
100635	£ 68.39	A Rayner .	Expenses Nov 15 – Mar 17
100636	£161.80	HMRC	Clerk tax Q4
100637	£375.00	B Lincoln	Payment 1 for 2017

All payments were unanimously approved. It was agreed to authorise the payment due for the grass cutting, as the first instalment is due on 1 April.

- 17. To receive items for the next agenda** – Defibrillator, SAM2 loan progress, The Vale road sign
- 18. To confirm the date for next meeting as 10 May 2017** – Annual parish meeting, followed by annual meeting of the parish council.