

Little Melton Parish Council
Mon 27/11/2017 - 19:30

MEETING - MINUTES
Village Hall, Mill Road, NR9 3NX

There are links to supporting documentation

- 1) Attendance
 - a) Present
 - i) Chair - John Heaser (JH)
 - ii) Parish Councillors - John Symonds (JS), Tony Berry (TB), Russell Cole (RC), Amanda Giles (AG), Norman Innes (NI), Peter Graves (PG)
 - iii) District Councillors - Christopher Kemp (CK), Garry Wheatley (GW)
 - iv) County Councillor - David Bills (DB)
 - v) Public - Maria Couzens
 - b) Apologies for absence
 - i) Parish Councillors -none
- 2) Declarations of interest in items on the agenda by Parish Councillors
 - a) None
- 3) To confirm the [minutes of the Parish Council Meeting held on 17/07/2017](#)
 - a) Proposed - RC, Seconded - JS, Signed by - JH
- 4) Public Participation -
 - a) DB explained that NCC is conducting a survey of mobile phone coverage
 - b) CK explained that the Cringleford ward may be included in the Norwich South parliamentary constituency as a result of a boundary review
- 5) Planning -
 - a) New Applications -
 - i) Lanpro exhibited (23/11/2017) a proposed development on land to the south east of the crossroads, - PC will comment once a PA is submitted.
 - ii) Orsted (Dong) cable - the Chair will attend the briefing on Dec 6th.
 - b) Results - none
- 6) Parish Facilities—
 - a) Play area -
 - i) It was agreed to erect a noticeboard at the Play area for village notices and to display the statutory contact information which is subject to change and currently on metal signs that need to be updated - *PG agreed to action.*
 - ii) Play area weekly inspection - Kate Ship has been conducting a weekly inspection
 - iii) From Sept meeting - *JS suggested that soil needs to be placed under the fencing to prevent dogs getting in. Peter Graves is investigating*
 - iv) The PC will now start investigating options for spending the S106 money from Abels on improvements to the play area and tennis court.
 - b) Playing field and hedges
 - i) PG is reviewing the maintenance contract - currently with CGM - JH to reformat.
 - ii) From Sept meeting - *TB suggested that a bench from the Millennium Garden be relocated to outside the play area so that parents with dogs can sit outside and people can also use it to watch the football. A suitable space needs to be found.*
 - c) Car Park
 - i) The lease to the community trust will be terminated when other legal matters are resolved. There may need to be a change to the Community Trust deed as difficulties are being experienced when changing bank signatories.
- 7) Highways –
 - a) JH met with Bob West (Highways) - the Traffic Group is working on traffic calming proposals
 - b) TB reported that a sign erected on GM Rd by Natural England has been knocked over - JH to take a look and report
 - c) The PC accepted the quote obtained by NI from Mike Amiss Signs to repair the Rectory Lane/GM Rd signpost for £168 - JH to action

- 8) Correspondence received since the last meeting
- a) none discussed
- 9) Financial -
- a) JH presented the draft [Precept](#) - JH pointed out that it now included a provision for the PC's share of the maintenance of the road (owned by Saffron) to the VH and for Traffic Calming.
- b) The school has requested around £11,000 for assistance with building a new classroom, to be part paid for with S106 payments. PG suggested that S106 payments should be sufficient to pay for the classroom. JH to investigate further.
- c) SNC councillors advised that the PC had flexibility in how monies saved for maintenance were used, provided the decisions were approved at meetings. Some monies may need to be repurposed for things not previously provided for.
- d) [Authorisation of payments for bills](#) received since the last meeting - Proposed TB, Seconded JS

Date				Credit	Debit	Balance
01/10/2017	CGM Group	Inv 208949	Sept		£221.80	£13,258.49
01/10/2017	Came & Co	Insurance (VH, Public liability, Employee liability)	2017/2018		£2,028.61	£11,229.88
17/10/2017	Abate Ltd	Mole eradication	Oct/Nov/Dec		£59.40	£11,170.48
30/10/2017	SNC	CIL - Gibbs Close	Phase 1, part 1	£2,927.07		£14,097.55
30/10/2017	Deposit acc	Transfer			£10,000.00	£4,097.55
30/10/2017	CGM Group	Inv 209666	Oct		£221.80	£3,875.75
30/10/2017	C Jowett (Clerk)	Salary	Oct		£38.40	£3,837.35
30/10/2017	KJ Symonds	Emptying litter bins	Sept & Oct		£14.00	£3,823.35
30/10/2017	K E Ship	Play area weekly check	Oct		£10.00	£3,813.35
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30/10/2017	NALC	Inv 1254, GDPR training	Oct 17th		£30.00	£3,783.35
01/11/2017	SNC	Play Area S106	March 2017	£37,725.00		£41,508.35
09/11/2017	Glasdon	Dog Bags	8000		£280.12	£41,228.23
09/11/2017	Parochial Church Council	Maintenance of burial ground	Oct to Mar		£792.50	£40,435.73
09/11/2017	Screwfix (via J Heaser credit card)	Sander for Play Area maintenance			£112.58	£40,323.15
09/11/2017	Deposit acc	Transfer			£35,000.00	£5,323.15
14/11/2017	Donna Taylor	Soft Play kit for Play group	to be funded by S106		£250.00	£5,073.15
22/11/2017	SNC	Emptying dog bins	2017/2018		£540.00	£4,533.15
22/11/2017	HBC Ltd	Printing Newsletter	Oct		£36.00	£4,497.15
23/11/2017	CGM Group	Inv 210525	March 2017		£221.80	£4,275.35
23/11/2017	CGM Group	Inv 210721	April 2017		£221.80	£4,053.55
24/11/2017	C Jowett (Clerk)	Salary	Nov		£38.40	£4,015.15

10) Next meeting is on - 15/01/2018 - 19:30 at the Village Hall

Signed (Chair) Date