Little Melton Parish Council MINUTES

Mon 14/05/2025 - 19:45, at the Village Hall - There are links to supporting documentation

Attendance

PC members							County C'llor	District Councillors	
Chair	**Vice Chair**								
John Heaser	Russell Cole	Tim Eagle	Ricky Wallsworth	Jan Edye	Jo Read	Steve Sophocleous	David Bills	John Morland	Kathryn Cross
JH	RC	TE	RW	JE	JR	SS	DB	JM	KC
Y	*Y*	*Y*	*Y*	*apol*	*apol*	*Y*	*apol*		

1.
   a. Election of -
      i. *Chair - John Heaser, proposed RW, seconded TE*
      ii. *Vice Chair - Russell Cole, proposed JH, seconded SS*
   b. To consider apologies for absence
      i. *As above*
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 06/01/2025
   a. *Proposed RC, Seconded TE*
4. Public Participation - To consider a motion to suspend the meeting to allow members of the public and the District/County Councillors an opportunity to inform the meeting
   a. *none*
5. Planning
   a. Parish Council Recommendation
      i. Local Plan - VCHAP consultation 12/08 to 07/10/2024
      ii. 2024/2387 - Garden Centre, Watton Road - Change of use to facilitate siting of mobile home - *commented about visibility and speed problems at junction*
   b. Decisions
      i. 2024/2384 - New basketball pad & car park extension - *approved subject to conditions*
   c. Withdrawn - then reinstated
      i. 2022/1422 - Conversion of existing cattle outbuildings to 6 residential dwellings | Church Farm Market Lane Great Melton - *plans have been amended in 11/2024*

6. Parish Facilities–
    a. Play area maintenance
        i. Skate ramp refurb -
            1. *SS to commission 4one4 to do most difficult repairs*
        ii. Other play equipment
            1. RC & RW to manage maintenance, Basketball post needs to be taken down soon
    b. Tenders have been sought for -
        i. replacement of basketball hoop and pad, MB is working on planning permission conditions
        ii. Car park - extension. Soak away relocation. Stuart Douglas booked for 28/07 to 08/08
    c. Works outstanding
        i. window reseal - west corner leaked during wet weather - builder will examine when he fits Velux
        ii. replace Velux windows - windows are at hall, awaiting installation - wrong fitting kit ordered
    d. Limes Close - Swale maintenance & wildflower area
    e. Doctor's surgery
    f. Review grounds maintenance contract
    g. Hall maintenance - growing list - contractor needed
    h. Appointment of a Parish Clerk
        i. Attempts to share clerical services with other parishes have not been successful. LMPC will advertise for a clerk to provide 10hrs per week. RW will draft the employment contract.
    i. Local Government Reorganisation (LGR)
7. Highways –
    a. NCC Highways requests
        i. 20mph zone on SL - Highways consultation - speedhump relocation - VAS changes
        ii. Village Name sign is tied into 20mph zone
        iii. Parking on roads and pavements near the shop - H marks - discuss with DB
        iv. Other items
        v. 2 grit bins in poor condition - DB to investigate if NCC can provide in bulk for all parishes
    b. Village Hall road - ownership and maintenance
        i. Communication has occurred with Saffron, awaiting Highways cost for top dressing
    c. Cycle path on Hethersett Lane.
    d. Cycle path on Burnthouse Lane - PC to identify land owners
        i. JR to meet with JH in order to progress
    e. Flooding on LM Road - meeting with our MP and SNC Cllr

8. Financial
    a. Approve Audit - Annual Governance Statement
        i. Unanimously approved
    b. Approve Audit - Accounting Statement
        i. Unanimously approved
    c. Payments since last meeting

31/03/2025	OneCom	Broadband	Feb		£45.32
07/04/2025	Skedda	Tennis court booking app	Mar		£40.79
07/04/2025	Voipfone	Monthly charge	Mar		£9.00
22/04/2025	Norse Eastern Ltd	Grounds maintenance	Mar		£468.26
25/04/2025	South Norfolk Council	Precept	2025 - Apr to Sep	£13,640.50	
25/04/2025	Transfer to Deposit	Transfer			£12,000.00
25/04/2025	R Heaser	Clerical Services	4 weeks to 27/04		£492.40
25/04/2025	C Jowett (Clerk)	Salary	Apr		£28.80
25/04/2025	LM PCC	Churchyard maintenance grant	2025		£1,400.00
25/04/2025	First Connect	Alarm Maintenance	2025		£486.60
25/04/2025	OCS	Mole eradication	17/04-17/07		£71.20
25/04/2025	Transfer from Deposit	Transfer		£1,500.00	

        i. Proposed RC, seconded TE
9. Next meeting
    a. PC meeting - Monday 07/07/2025 - 19:30 at the Village Hall

Signed *J.D.Heaser* (Chair) Date 25/05/2025