**ALDBOROUGH and THURGARTON PARISH COUNCIL**

**MEETING 10 OCTOBER 2018**

**MINUTES**

At the Meeting of the Aldborough and Thurgarton Parish Council held at the Community Centre, Aldborough on Wednesday 10 October 2018, the following members were present:

Mr P M Elliott (Chairman); Mr R Botwright; Mrs R Elliott; Mr A Hicks, Mr D Gallant

In attendance: N Carver (Locum clerk of

the council) and five members of the public

**018/051 APPOINT LOCUM CLERK**

For the duration of the Clerk’s absence on sick leave, the Council agreed to appoint N Carver as Locum Clerk RFO to the council on the same terms/pay as L Mills

**018/052 APOLOGIES FOR ABSENCE**

No apologies received

**018/053 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

No declarations made

**018/054 MINUTES**

The minutes of the Parish Council held on 6th August 2018, having been circulated to all councillors, were **APPROVED**, and signed as correct by the Chairman

**018/055 MATTERS ARISING**

None

**018/056 DISTRICT AND COUNTY COUNCILLORS' REPORTS**

None present. Norman Smith had contacted the Chairan with regards to the cars parked opposite the Community Centre. NNDC has served a removal notice on the owner of the vehicles, but this has been contested by the owner. This case is being heard at Norwich Magistrates Court on the 29th November 2018.

**018/057 ADJOURNMENT OF MEETING**

A parishioner raised the following questions:

1. What is happening with regards to the John Bacon Charity? The Chairman is aware that the Parish Council need to look appointing new trustees to replace Tony Bailee (deceased) and David Wayne and this is in hand.
2. Has the council a copy of the Conveyance document of 26/09/1990 transferring ownership from the estate of Ms Harbord Hammond to the Parish Council, and the related obligations to continue to manage of the Village Green in accordance with the bylaws? – The Parish Council are aware of the document
3. Is the council aware of the clause in the Scheme of Regulation for Aldborough Green (Commons Act 1899) relating to Parking Places? The council is aware, and notes that any permission for temporarily setting aside areas for the Green for the parking of vehicles requires permission from the owner of the soil and the Minister.

A parishioner asked for an update on the proposed Broadland Housing development at Doctors Corner. The Chairman reported that Ed Mumford Smith (Broadland Housing) has revised the scheme and reduced the no. of houses to 10/11 which would be situated to the east of the property, this is however still in discussion with Broadland and the Trustees.

**018/058 FINANCE**

Payment of Accounts: it was **AGREED** that payments totalling £1030.84 be approved and the necessary cheques be signed by two authorised signatories:

|  |  |  |
| --- | --- | --- |
| **PAYEE** | **DETAILS** | **TOTAL** |
| Playsafety | ROSPA Report | 92.40 |
| URM | Bottle Bank Collection | 34.56 |
| TT Jones Electrical | Street Lighting Maintenance | 40.74 |
| TT Jones Electrical | Electrical Testing Street Lights | 83.16 |
| Martin Elliott | Chairman Expenses | 54.00 |
| L Mills | Administration/Pay | 43.00 |
| L Mills | Pay August | 100.00 |
| L Mills | Pay September | 100.00 |
| L Mills | Pay October | 100.00 |
| L Mills | Pay November | 100.00 |
| EON | July Electricity Charge | 49.42 |
| EON | August Electricity Charge | 51.07 |
| EON | September Electricity Charge | 51.07 |
| EON | October Electricity Charge | 49.42 |
| HMRC | PAYE up to 5 Oct | 82.00 |

**018/059 CORRESPONDENCE**

The clerk had received the following correspondence

1. Invitation for the Parish Council to attend ‘North Norfolk Local Plan Update Event’ – Martin Elliott agreed to attend this event on behalf of the Parish Council on the evening of 30 Oct 2018.
2. Questionnaire from Aylsham District Care Trust regarding their services – Ruth Elliott agreed to complete this on behalf of the Parish

**018/060 PLANNING**

None

**018/061 CASUAL VACANCY**

Resident Tina Gibbons has approached the council regarding the casual vacancy. Tina spoke with regards to why she would like to be co-opted onto the Parish Council. Martin Elliott proposed the Council accept the application for the casual vacancy. **AGREED** (unanimously) to co-opt Tina Gibbons at the next meeting.

**018/062 BUS SHELTER**

The Parish Council agreed that the Bus Shelter is to be applied for through Parish Partnership. Ruth Elliott will forward all information from Highways for bid.

**018/063 THE GREEN**

1. Martin Elliott has drafted a policy for the Village Green Management this has been circulated to all the parish councillors.
2. After a lengthy discussion the Council **AGREED** that the Council (Andy Hicks) would contact East Law (EL) at NNDC to get more specific opinion on the legality of the Council permitting parking on the Green. The Council will send EL a plan of the existing and proposed car parking areas on the Green. The Council will request that EL provide an opinion and explanation of the apparent conflict between the clause on parking in the Scheme of Regulation for Aldborough Green 1949 (which permit parking if approved by the landowner Minister) and the obligations of Section 12 of the Inclosure Act 1857. Also, does the obligation on the Council in the Conveyance dated 26th Sept 1990 to administer the land (the Green) “as if it were still common land” conflict with the fact that the land is registered as a Village Green and not as a Common.?
3. A lengthy discussion regarding the number and speed of heavy goods vehicles going through the village past the Green. **AGREED** that Andy Hicks contact Norfolk County Council Highways with a view to a site visit look at options for traffic management through the village.

**018/064 COMMUNITY CENTRE**

Andy Hicks gave a verbal update on recent progress by the Community Centre Finance working party of the Council relating to necessary remedial works required for the Community Centre.

The Clerk to arrange for a meeting with the working party.

**018/065 CHRISTMAS PLANNING**

Arrangements are now being made for Christmas events organised by the Council.

AGREED that Ruth Elliott to continue with the arrangements for ordering the Christmas Tree for delivery in time for 1st December to put the tree up. Lights to be turned on 8th December at 4pm.

Martin and Ruth Elliott to contact Carmine De-Grandis (local musician) and then confirm the date for carols round the tree.

**018/066 VILLAGE SIGN**

AGREED to the following

1. the village sign is replaced with a carved and painted sign created by Mick and Pam at Finn Woodcraft.
2. the image for Side 1 is based on the original fayre scene
3. the image for Side 2 is based on the image ‘Old Cricketers’ chosen on a majority vote by the councillors
4. a increased budget limit of £2,500 to allow for increase in the cost of good quality green oak.
5. that a likely completion date of October 2019 was accesptable

AGREED that David Gallant will oversee the project and be the point of contact with Finn Woodcraft.

**018/067 ITEMS OF INFORMATION**

* Alternative approach to housing development project at Dr’s Corner – This site could be development Council and a local builder. NNDC has indicated it would positively support this approach. Agreed that the council would continue to explore the costs and risks of this approach.
* Agenda items for next meeting
  + Precept
  + Charitable Donations
  + Village Green:
    - Management Policy
    - Traffic Management
    - Additional litter bins and bin emptying
  + Website/Social Media
  + Location of the replacement Village Sign

**018/068 DATE OF NEXT MEETING**

Wednesday 5th December 2018, in the Community Centre. To commence at 7.00pm.

There being no further business the Chairman thanked everybody for attending and declared the meeting closed at 8:40pm