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**MINUTES OF MEETING OF ALDBOROUGH AND THURGARTON PARISH COUNCIL**

Held on Monday 2nd September 2019 at 7pm in

The Community Centre, Aldborough

Present: Vice Chairman Cllr. T. Gibbons, Cllr. P. Gallant, Cllr. P. Hall, Cllr. P. Chapman

In attendance: Clerk Mrs. S. Hayden

 County Cllr. J. Timewelll

 11 members of the public

A representative from Community Catalysts (a social enterprise project between Community Catalysts and Norfolk County Council) gave an interesting short talk and answered questions before the start of the meeting. The aim of the project is to make a difference to the lives of local people with primary initial focus in N. Norfolk (Aldborough, Cromer, Mundesley, N. Walsham), supporting start-up small businesses helping people in their homes.

The meeting was opened by the Vice Chairman at 7.20pm who announced she would be chairing the meeting. It was noted that recording was taking place.

**1. To consider and accept apologies for absence**

019/49 Apologies were accepted from Cllrs. P. M. Elliott (working) and A. Hicks (health)

**2. To receive any declarations of interest and any dispensations of disclosable pecuniary interests**

019/50 None

**3.** **To approve minutes of the meeting held on 1st July 2010**

019/51 The minutes were amended at 019/30 to correct the name to “Chapman” and at 019/36 to add “Chairman to contact RoSPA in connection with difference between our Report and theirs.” The minutes were then approved and signed by the Vice-Chairman

**4. Matters Arising from Minutes not covered in this Agenda**

019/52The Improvement Notice work on the Green had been completed

The Clerk had dealt with a Freedom of Information request re: spraying on The Green

 Cllr. Hicks had asked for the following to be noted:

 (1) He would be “back in action” from 17th September in connection with Community Centre matters

 (2) He was a great supporter of community care and felt the Parish Council should support it

 (3) The details of the new company (Echo) providing pharmacy supplies had been forwarded to Norman Lamb MP

**5.** **To Receive any reports from County and District Councillors**

019/53 Cty Cllr. J. Timewell agreed to support a parishioner’s call for no spraying of glyphosate by NCC.

 He reported that he felt the new Cabinet system at County Hall was not satisfactory as it allowed no input from Councillors. Otherwise it had been the quiet summer period. Alby with Thwaite Parish Council has asked if a speed limit could be imposed on the road from the A140 to Aldborough and he had enquired about this, but had received a “no”. He may be able to do

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 something from his budget, but asked if we could put something in the village newsletter to gauge support. Traffic problems were then discussed.

6. **Public questions, comments or representations**

**019/54**  (1) Spraying: A member of the public reported that NCC sprayed glyphosate which the W.H.O had stated was carcinogenic, spending £291,431 in Norfolk. Victory Housing had acknowledged they spray glyphosate. He asked if the Parish Council would write to NCC requesting them not to spray in the village and if they could put something in the village newsletter. It was agreed to put this on the Agenda for the next meeting.

 (2) Community Centre: The Secretary of the Committee said he noted that the minutes of the July meeting had stated that work to be done would cost £16,000, but he wished to state that £6,000 cash was available to be spent on repairs initially. The priority work needing doing was the hall floor, the gents’ toilet floor, the fire exit doors and upgrade to the fire alarm system in the hall at a total cost of £6,500. He asked if a working party meeting could be arranged to discuss the Parish Council taking a works loan. The Clerk stated that that would be a decision to be taken by full parish council only. It was agreed that the C.C.C. Secretary would provide the Clerk with requirements of the Charity Commission in this regard.

 (3) Mobile ‘Phone reception: A member of the public asked if anything could be done about the poor mobile ‘phone reception in the village. It was thought that a booster station could be put in by BT.

 (4) Easement: A resident asked for an update on the progress re Deed of Easement and the Clerk explained the situation. If nothing was heard from NNDC within a few days, she would write to the resident with the Parish Council’s view of the matter, which could be given to their solicitor to act upon.

**7.** **Planning**

019/55 To discuss and make observations on any applications received after the date of this Agenda

 None

019/56 To discuss and make observations on:

 *PF/19/1145 Proposed two storey rear extension, single-storey front extension and external alterations 1 Harmers Lane, Thurgarton, NR11 7PF*

This was discussed and it was agreed that there was no objection to the application

019/57 Update on other applications

 *PF/19/0652 The Old Surgery, Twaite Road, Aldborough – Extension*

Approved

 *PF/19/1070 Single storey front extension 48 Margaret Lilly Way, Aldborough, NR11 7PA*

 Approved

 *PF/19/1154 Erection of 2 no. two storey dwellings Land east of 8 Pipits Meadow, Aldborough*

The Clerk read out the comments submitted to NNDC. No decision had been made by them.

 *PF/19/1130 Raising height of garage roof to create storage space 44 Margaret Lilly Way Aldborough*

 The Chair allowed a member of the public to speak as this was his application. He was advised that the Parish Council’s comments had had to be submitted prior to this meeting and the Clerk read out the comments submitted.

 *PF/19/1196 Erection of side and rear extensions The Old Stables, Rectory Farm, Doctors Corner*

Not decided

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**8. The Green**

019/58 To discuss any agree any repairs to play equipment and benches

 After discussion it was agreed to ask NGF for a quotation to deal with the repairs to play equipment considered necessary by the Parish Council. The Clerk would try to obtain a quote for repairs to the benches.

019/59 To receive any reply from NNDC solicitor re: bus shelter, parking and easement

 The Clerk read out part of an email dated 16.9.19 sent by her to parish councillors. The Solicitor at Eastlaw, in his letter of 23.11.18 had advised that an application to de-register under s. 16 of the Commons Act would be the best way forward. After reading the Commons Act 2006, she believed that an application for parking and a bus shelter under s. 38 would be refused as it did not fall under the categories for which an Order could be made, therefore the advice was correct and it would fall to the owner of The Green (i.e. the Parish Council) to make an application under s. 16 and pay the fee. The easement was dealt with during public participation. If NNDC had not replied to our last letter within a few days of the meeting, she would write to NNDC with that interpretation of the matter and see whether they had any comment to make.

019/60 **To discuss skateboard ramp**

The Clerk explained that as volunteer had offered to produce drawings for a skateboard ramp and make it and it was not being made by a specialist company, she had obtained the costs for a RoSPA inspecting the drawings, which was £250 plus VAT and to inspect the completed project, it would be £395 plus VAT. The project was discussed and the Clerk was asked to obtain photos of other completed skateboard ramps if possible. An application for a Big Society grant could be made.

019/61 **To discuss and agree provision of dog bins and any other general maintenance matters**

A complaint had been received that the litter bin smelled of dog waste during the hot weather and the complainant had asked if a dog bin could be provided, which would have a lid on. This was discussed, and it was agreed to monitor the problem and put it on the Agenda for the next meeting.

019/62 **To discuss and agree permission to allow replacement/repair of water pipe to private residence**

 This request had been received from a resident on The Green, which would be done in one day. It was discussed and it was agreed to grant permission as a right to a clean water supply clearly overrode any other considerations.

**9.** **To agree a new three-year street lighting maintenance contract**

019/63 This was discussed and it was agreed to renew the contract with the TT Jones, the existing provider, under Financial Regulation 11.1(a)(iv)

**10. To discuss ‘phone reception in** **village**

019/64It was agreed that reception was very poor and the Clerk was asked to obtain information for a booster station from BT, including what was involved and the distance it would improve service. Cllr. Gibbons explained that there was an in home Sure Start signal option one could utilise privately.

**11. Community Centre**

019/65 To receive and discuss any report on Community Centre matters

 This had been dealt with under public participation. Cllr. Hicks who usually provided a report had not been able to attend working party meetings, but would be able to do so from 17th September.

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**12. Finance & Regulatory**

019/66To approve £40 payment for Chairmanship training – Cllr. T. Gibbons

 Approved

019/67To approve list of payments and receive actuals against budget, balance sheet and bank reconciliation,

 The payment to Cllr. Hicks was deleted as he had been unable to attend the meeting. The list of payments was then approved, the balance sheet including budget figures and bank reconciliation were received, and all signed by the Vice Chair.

019/68 To discuss and agree payment of invoice for village sign designs

 The Clerk read out the most recent email from Finn Woodcraft and an email received from Cllr. Hicks. After discussion it was resolved unanimously to offer £125 plus VAT in settlement.

**13.** **To receive an update re Village Sign**

019/69 A member of the public asked to speak and was given an update of the progress.

 A quote had just been received. As there was not enough time to discuss this fully, it was agreed to hold an extraordinary meeting, if possible on 30th September, to discuss the quotation and agree the way forward. It was hoped to get photos of carved wooden and fabricated village signs before that date.

**14. To deal with any correspondence**

019/70 *Circulated:*

Letter by email from parishioner with query on governance of Parish Council – Clerk had replied with approval of parish councillors

Letter from parishioner re bus shelter. Clerk had replied

 Police Newsletter August 2019

 *Not circulated:*

 Highway ranger visit – no problems to report

**15. Matters for Information Only for next Agenda**

Recent fly tipping had been seen at woods past the old Police House and at Thurgarton Church

The meeting was closed at 9.38pm and the cheques would be signed by Cllr. P. M. Elliott after this meeting.

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