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

Held on Monday 4th November 2019 at 7pm in

The Church Room, Aldborough

Present: Chairman Cllr. P. M. Elliott, Cllr. P. Hall, Cllr. P. Chapman

In attendance: Clerk Mrs. S. Hayden

District Councillor J. Toye

7 members of the public

The meeting was opened 7pm.

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

019/72 Apologies were accepted from Cllrs. D. Gallant, T. Gibbons, A. Hicks (all health reasons)

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

019/73 None. The Chairman noted that recording was taking place

**3.** **To approve minutes of the Ordinary Meeting held on 2nd September 2019 & Extraordinary Meeting held on 30th September 2019**

019/74 Both sets of minutes were approved and signed by the Vice-Chairman

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

019/75Cllr Hicks had sent a message that Echo Pharmacy was part of Lloyds Chemists, who already delivered prescriptions. He had prepared some figures for the next Working Committee meeting.

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

019/76 None at this point in the meeting.

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

019/77 (1) In connection with The Green Management Policy a member of the public asked if approval could be put back as he had been unaware of its existence. He had sent information just prior to the meeting in connection with the section of The Green in front of his property and believed NCC Highways maintained part of it. The Chairman confirmed the Highways Engineer who lived in the village had been consulted and was happy with the Policy. Discussion followed on the consultation process, but Councillors agreed they would be prepared to discuss the Policy further in the light of the information provided, which would need clarifying and confirming.

(2) The Parish Council was asked if more information could be published in “Keeping in Touch”. The Clerk confirmed that the lawful way to publish information about the Parish Council was on its website and on noticeboards and it would be difficult to publish everything in the magazine. It could be considered however.

District Councillor J. Toye arrived and the Chairman asked if he would like to give his report at this stage.

**5**. **Report from District Councillor Toye**

019/78Cllr. Toye said he had received a few queries from members of the public and had referred them to the Parish Council. He reported that NNDC’s corporate plan would be ratified shortly. A query was raised on the current stage of the Local Plan and Cllr Toye would enquire and report to the

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next meeting He confirmed that he attended the Farmers Market every other month and was happy to answer queries there.

**7.** **Planning**

019/79 To discuss and make observations on any applications received after the date of this Agenda

None

019/80 Update on other applications

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

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

No decision by NNDC

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

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

Approved

*PF/19/1363 Single storey rear extension Perrotts, The Green, Aldborough, NR11 7AA –* Approved

*PF/191078 Demolition of utility/lobby and erection of two storey and single storey rear extensions Brett Cottage, Chapel Road, Thurgarton, NR11 7NP* – No decision by NNDC

**8. The Green**

8.1 To discuss any amendment to draft Management Policy and approve

019/81 Further publicity was discussed. It was agreed to defer approval of the Policy in the light of new information.

8.2 Updated on repairs to play equipment and benches and any approval of costs

019/82 Cllr. Gibbons was obtaining a quote for repairs to play equipment and benches and this was awaited.

8.3 To receive any reply from NNDC solicitor re: bus shelter, parking and easement

019/83 The easement was the only outstanding matter and progress had been made on that. Eastlaw had advised that the Parish Council would grant the easement and NNDC would probably be a party to the deed, although confirmation on that was awaited by Eastlaw. The original draft Deed would then be redrafted by the applicants’ solicitors. Eastlaw had reminded the Parish Council of their obligations under s. 127 of the Local Government Act 1972. This was explained by the Clerk, who had raised it with Eastlaw initially. She had obtained a quotation for a valuation of £500 plus expenses and VAT and confirmed this would have to be paid by the applicants. This was discussed and it was proposed, seconded and resolved that the Parish Council would not obtain a valuation as it was believed the land benefited the Parish Council as owners of The Green, which was sufficient to fulfil its obligations.

Regarding the proposed bus shelter – it was agreed, in the light of the above information referred to and the cost of the application for de-registration, the project would be deferred and the earmarked reserves discussed at a later date.

8.4 **To discuss skateboard ramp**

019/84Plans were awaited

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8.5  **To discuss and agree provision of dog bins and any other general maintenance matters**

019/85The cost of dog bin provision and ongoing emptying costs discussed, together with other bins on The Green. It was agreed that up to date costs would be obtained.

8.6 **To discuss Christmas arrangements on The Green and approve any associated costs**

019/86 The Chairman outlined the provisions for Christmas arrangements. The electrician, who lives in the village, had generously agreed to check the lighting and distribution point at no cost. The tree would be put up on 30th November. Replacement of a light string may be necessary and it was agreed that the cost of £30 approximately was approved.

**9.** **To discuss and agree supply of new LED lantern to street light**

019/87 A quote of £265 plus VAT each had been received. The number of supplies to each itemised part of the electricity bill needed clarifying, together with the total number of street lights. The Clerk would ask the maintenance contractors to quantify.

**10. To discuss proposal to request NCC not to spray glyphosate in the village**

019/88 A report was read out from a member of the public who had requested this agenda item, but who was unable to attend and had sent apologies. He had received information from NCC and Victory Housing on times and frequency of spraying. The World Health Organisation had stated glyphosate was probably carcinogenic. The Pesticide Action Network had a useful website for information. The Aldborough Garden Club was not a campaigning group, some members used the spray and they could not front a campaign. Discussion took place and it was agreed that the Clerk be asked to write to NCC asking them not to spray in the village and also write to the Garden Club asking them if they could hold a twice yearly clean in the current sprayed areas. Victory Housing would be asked not to spray and the residents be asked to also have a twice yearly clean-up of the previously sprayed areas.

**10(b). Update re: mobile ‘phone reception in** **village**

019/89The Clerk read out the National Association of Local Councils’ comments on the Government’s recent consultation on the proposed reforms to permitted development rights to support the deployment of 5G and extend mobile coverage in rural areas. This is available on the NALC website for members. Essentially, NALC do not support unfettered extension to permitted development rights. After researching, the Clerk was unable to find any mention of a BT solution to the problem of poor or no reception, only home boosters and advice referring people to their providers.

**11. Community Centre**

019/90 To receive and discuss any report on Community Centre matters

A Working Committee meeting was to be held on Wednesday 6th November 2019 at 1pm. Funding generally was discussed.

**12. Finance & Regulatory**

12.1To approve list of payments, balance sheet and bank reconciliation,

019/91 All were approved, the list of payments signed by the Chairman and Clerk and balance sheet/bank reconciliation signed by the Chairman

12.2 To discuss and agree budget and precept for 2020-21

019/92 The proposed budget was discussed, but as the necessary figures had not been received from NNDC it was agreed to defer this item to the next meeting and if no extension of time would be allowed by NNDC, to call an extraordinary meeting.

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12.3 To appoint a parish councillor for internal financial controls

019/93 It was agreed to defer this to the next meeting to allow all councillors to agree, as only three councillors were present.

**13.** **To receive an update re Village Sign and approve any quotation for work**

019/94 Cllr. Gallant had provided a quote for marine ply of £129.26 including VAT from Cushions of Norwich, and had said that if oak were used it would have to be book matched with two other pieces for the size required, making the cost prohibitive. The cost was agreed in principle, but the councillors would like to know the expected life of a sign painted on ply together with the expected costs of ongoing maintenance.

**14. To deal with any correspondence**

019/95 *Circulated:* Aldborough Primary School Newsletter

Police Newsletter

Utility Allliance – Electricity supply contracts – Parish Council would stay with EON

NCC – Integrated Risk Management Plan consultation

NCC - Recycling Credits

NALC – Letter re: “Digging up Norfolk”

*Not circulated:* A letter applying for the vacancy of parish councillor had been received. The Clerk was asked to reply, inviting the applicant to attend the next meeting.

Electrical testing leaflet

Letter of complaint from School re: copies of meeting recordings. Clerk had replied.

North Norfolk Community Transport - Letter asking for donation

Barclays – Mandate change had been implemented

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

019/96Cllr. Hicks had asked if the Parish Council could write thanking Sir Norman Lamb MP for his help over the years. Agreed – Clerk to action.

The meeting was closed at 10.10pm

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