

GREAT WITCHINGHAM PARISH COUNCIL

Draft Minutes of a Meeting held at 7.30 p.m. Gt. Witchingham School on Thursday 27th May 2010

Present : Roy Church, Ron Cornell, Pauline Brown, Kevin Francis and Stephen Williams in the chair.

Clerk: Peter Dilloway, James Joyce (County Councillor) and 4 members of the public

- (969). Apologies: Mark Pead and John Lemmon (Beat PCSO)
- (970). Election of Chairman and Vice Chairman. Only 2 nominations were received for the existing incumbents; Chairman SW proposed RCh seconded KF and Vice Chairman KF proposed SW seconded PB. Both elected unanimously.
- (971). Minutes of the meeting held 25th March 2010 were agreed to be a true record and duly signed by the Chairman.
- (972). Matters Arising. None
- (973). Correspondence:
- (i). Crime report March – May 2010. The report only indicates the nature of the crimes. Members discussed the report and resolved to request greater detail such as date, time of day, location etc., the view being that if further detail is given the public will have some idea of where and when to be vigilant.
 - (ii). Broadland LDF meeting. (the Chairman will try to attend). A discussion on housing development ensued and concern was expressed that increased housing in the Broadland area had sufficient infrastructure to support it. Given the plight of the economy at present, it is doubted whether such infrastructure can be improved.
 - (iii). Broadland Home watch meeting. (the Chairman will try to attend)
 - (iv). Greater Norwich Dev Partnership update
 - (v). Parish Pages and other items for circulation and notice boards..
- (974). Co-option of Parish Councillor. One member of the public present will consider joining the Council.
- (975). Donation to GWPCC for grounds maintenance. The Council gave £500 last year. Costs last year were almost £1200. After discussion it was proposed and resolved to grant £750 for the current financial year.
- (976). Memorial Hall
- (i). Agreement has been reached for the sale of the old hall site as it stands, to be purchased by the school. As it is still early days there is no timescale available for demolition of the hall or the intended short or long term use of the site. Members felt that in view of the state of the building it would be prudent to demolish it during the school summer holiday.
- (977). War Memorial.
- (i). Following the inspection of the memorial, it was found to be unstable due to frost damage during the winter. The Council resolved to arrange demolition of the memorial and store the memorial stones at St. Mary's Church until such time as it can be rebuilt or relocated.
- (978). 1811 Enclosure Award. The document is now held by the Norfolk Records Office. The Council expressed thanks to Graham Littlewood who effected its retrieval and had a small copy made. Members resolved to obtain a full size copy as soon as possible.
- (979). Phone Kiosk. Some work has taken place though it is unclear whether the phone is working. The kiosk will eventually be removed.
- (980). Payments/Financial Matters:
- (i). Adoption of 2009/10 accounts. The accounts had been prepared and circulated by the Clerk. Members resolved to adopt the accounts and the Chairman duly signed them.
 - (ii). Internal audit report. The accounts were in good order and there were no matters to report
 - (iii). Annual Audit return. The return had been prepared in accordance with adopted accounts and the Clerk and Chairman duly signed the return.
 - (iv). Statement of assurance. The statement was accepted as a true reflection and duly signed by the Clerk and Chairman.

- (v). Repairs to Bus shelter roof – S Cornfield £385.00 (retrospective). The work had been carried out to a good standard.
- (vi). Internal Audit fee Sarah Scoffins £16.00 (retrospective)
- (vii). Insurance renewal 2010/11 £467.88 Aon Ltd Chq No. 100573 £467.88
- (viii). Litter clearance/war Memorial maintenance payment to date R. Cornell Chq No. 100574 £69.00.
- (ix). Set Clerk's salary 2010/11. The Clerk had advised members that the 2 hours per week was no longer sufficient to cover the workload. This has been the case for some years. During the 2 years of the CHF saga almost 35 hours per week was common. The normal task has required 4 hours per week for some time though the Clerk had no wish to burden the parish with the full cost. No increase in the rate of pay was required and the current cost to the parish is £1033.86. Two proposals were put forward;
 - (a) A 2 ½ hour week (annual cost: £1293.30)
 - (b) A 3 hour week (annual cost: £1550.80)
 Members discussed the proposals and felt that under the circumstances the proposal for 3 hours per week was entirely warranted and resolved to set the Clerk's salary at the existing scale SCP21 (£9.941/ hour) for 3 hours per week.
- (x). Payment of Clerk's salary (£387.70) & expenses to date (£126.90 including printer consumables). P. Dilloway Chq No. 100575 £514.60.
- (xi). Planning Consultancy fund. Members resolved to leave the fund pending a satisfactory conclusion to CHF.
- (xii). Donation towards ground maintenance GWPCC Chq No. 100576 £750.00.
- (xiii). The Clerk reported receipt of half yearly income from glass recycling amounting to £331.47
All payments approved by unanimous consent.

(981). Planning Matters:

- (i). 011409 - Clay Hall Farm – Revocation of permission (awaiting draft as at 18/5/10). Members discussed the delay in issuing the revocation order and expressed dissatisfaction. James Joyce said that BDC do not have an in house legal team and sub-contract legal work to NCC. There was an implication that the remuneration for BDC work made it less attractive to NCC and it therefore suffered from delay in place of better paid work. Members felt that there was no excuse for not issuing revocation at the time of granting the new permission and resolved to complain to both NCC & BDC.
- (ii). 20100646 – 15 The Street – Extension. The purpose of the extension is unclear and members resolved to accept the proposal provided it was in accordance with current BDC planning policy.
- (iii). 20100586 – 83 Fakenham Road – extension and outbuilding. No objections
- (iv). 20100529 Nos. 1-4 The Granary Sliding glazed enclosure for ground floor verandahs. No objections
- (v). 20100637 Wensum Way Fakenham Road – Pitched roof over garage. No objections

(982). Any Other Business:

- (i). Amberley Lodge now stands empty. It is not known who has purchased it.
- (ii). The development at St. Faiths appears to have halted now that the land has been cleared.
- (iii). It was suggested that now that the bus shelter roof has been repaired the school children could be invited to decorate it. Members agreed to this and RCh will talk to the Headmistress.
- (iv). The new leaseholder of Lenwade House Hotel has undertaken a considerable amount of repairs and refurbishment and it is hoped that re-opening will take place in July.
- (v). The hedge adjacent to St. Faith's Church is much overgrown. It was suggested that it should be removed rather than trimmed. The Clerk will write to Rev. Tillett.
- (vi). Dogs are still be walked on the playing field. It was suggested that as the school now hold the lease, they should lock the site when not in use. RCh will discuss with the Headmistress.
- (vii). The A1067 has a number of potholes at the Norwich end of the village (apparently it was overlooked when other repairs took place). The Street also has number of repaired potholes re-emerging. The Clerk will report them.

(983). Date and Time of next meeting: 22nd July 2010 at Great Witchingham School at 7.30pm.

Meeting Closed 9.00pm

AGENDA
GWPC Annual Meeting – 22nd July 2010
7.30pm at Great Withingham School

- (984). Apologies
- (985). Minutes of meeting 27/5/10
- (986). Matters Arising
- (987). Correspondence:
 - (i). Most correspondence has been circulated
- (988). Co-option of Parish Councillor.
- (989). Memorial Hall
- (990). War Memorial
- (991). Payments/Financial Matters)
 - (i). Litter clearance/war Memorial maintenance payment to date (£TBA) - R. Cornell
 - (ii). Payment of Clerk's expenses to date (£TBA)
- (992). Planning Matters:
 - (i). 011409 - Clay Hall Farm – Revocation of permission (awaiting draft as at 14/7/10)
 - (ii). 20100628 – St Faith's Church – Conversion to dwelling
 - (iii). 20100737 – 12 The Street – Garden cabin
- (993). Any other Business
- (994). Date & time of next meeting: 28th October 2010 at 7.30pm at Great Withingham School.