

Great Ellingham Parish Council
Minutes of the annual meeting of the Parish Council
held at the recreation centre on Wednesday 18 May 2016 at 7.30pm.

In Attendance: Cllr T Betts (Chairman) Cllr T Getley, Cllr S Banks, Cllr D Howe-Li-Rocchi, Cllr J May, Cllr S Mellor, Cllr D Simpson, Cllr G Snelling

Locum Clerk Anne Rayner
District Councillor Bill Smith
4 members of the public

1. To elect a Chairman for the forthcoming year and receive the Chairman's declaration of acceptance of office - Cllr May proposed Tim Betts for the position of Chairman, Cllr Getley seconded the proposal. TB signed the acceptance of office.

2. To elect a Vice-Chairman and receive the Vice-Chairman's declaration of acceptance of office – Cllr Banks proposed Terry Getley as vice-chair. Cllr Simpson seconded the proposal. TG signed the acceptance of office.

3. Open Forum – An opportunity for any parishioner to speak on parish matters and to hear reports from District and County Councillors, if available – A member of the public queried the sewerage capacity, should housing be built on the asparagus field. Cllr Betts advised that wherever housing is approved, the developers will need to liaise with Anglia Water in relation to the issue of sewerage. A member of the public also complained about the signs on the barrier at the junction near the school. This will be discussed again later on the agenda.

District Councillor Smith reported that a neighbourhood planning bill is going through parliament, this is designed to encourage greater consultation with communities. Latest news regarding devolution is that it seems unlikely that Cambridge will be included, which will leave Norfolk and Suffolk to work together.

4. To consider apologies for absence – Apologies were received and accepted from Cllr Perkins.

5. To receive any declarations of interest in any item on the agenda – None to declare.

6. To confirm the minutes of the meeting of 20 April 2016 – The minutes were approved without amendment and signed as correct by the Chairman.

7. To report matters arising not on the agenda and hear the Chairman's report – The Chairman reported that steps were being taken to ensure Bow Street be temporarily designated as a one way street for the duration of the closure of Hingham Rd. Unfortunately, this has proved impossible due to sewerage works being undertaken by Anglia Water in Little Ellingham and Anchor Corner at the same time. With regard to the Petanque 51 Club, a draft lease has been handed over to the trustees of the recreation centre, as any lease agreement will be between the trustees and the club. The issue of lighting is included in the draft lease and Dan Self of the Astronomical Society has been included in the discussions. The Chairman also reported that skeletons have been discovered where a property on the corner of Church Street / Attleborough Road began to dig for footings for an extension.

Great Ellingham Parish Council
Minutes of the annual meeting of the Parish Council
held at the recreation centre on Wednesday 18 May 2016 at 7.30pm.

8. To review and agree Councillor duties for the forthcoming year – All councillors agreed to continue with their existing duties, with Cllr Getley taking on “policing”. A list of duties is available on the website.

9. To hear of planning decisions:

- a) None to report.

10. To consider planning applications, including:

- a) 3PL/2016/0383/F – Rose Farm, Bow Street – Erection of dwelling – This application was discussed at some length. The Chairman has spoken to the developer and the architect and views have been sought from neighbours. It was resolved to object to the plans on the following grounds: loss of amenity, neighbours dwelling overlooked on both the ground floor and first floor, the development is not in keeping with local architecture, especially in proximity to Rose Farmhouse (listed building), the scale and massing of the proposed property is out of proportion with the neighbouring property (just 30 ft away), the outstanding query of whether this was included as ‘curtilage listed’ when the main building became listed needs to be addressed. Councillors wished to stress that they may support a more sympathetic barn conversion type design, including similar roofline as the existing building.
- b) 3PL/2016/0410/LB – 11 Church Street – Internal alterations, block up external door etc – This application was discussed and no objections were raised.

11. To consider the following payments:

Chq no	Amount	Payee	Notes
100481	£151.39	A Rayner	May 2016 salary
100482	£ 30.62	A Rayner	Expenses Jun 15 – Apr 16
100483	£534.36	Tower Mint Ltd	Queen’s 90 th b’d day coins for schoolchildren
100484	£ 68.25	P James	Internal Audit Fee

All payments were unanimously approved.

12. To consider and note correspondence received, including:

- a) Norfolk Trading Standards Market Fair Scheme – This is a scheme designed to prevent rogue traders and scams. When registered, Trading Standards will provide information about what to look out for and will also provide signage for any sales or markets. It was agreed that the clerk would register and publicise this resource on the PC’s website. **Action AR.**

13. To give further consideration to the provision of a head cam for the road traffic patrol - The clerk reported that Norfolk County Council have confirmed that they do not approve the use of head cameras (or body worn video) due to concerns, which include: Cost, logistics (with data), legality, insurance, vulnerability and risk of County Council employees to either physical or verbal abuse and finally, the authority have advised that the camera evidence on its own is not admissible in court. It was agreed to take no further action on this matter at this time.

14. To consider information relating to the creation and adoption of a neighbourhood plan – The

Great Ellingham Parish Council
Minutes of the annual meeting of the Parish Council
held at the recreation centre on Wednesday 18 May 2016 at 7.30pm.

possibility of creating and adopting a neighbourhood plan was discussed again. District Cllr Smith has some more information he can provide relating to the progress of another parish and their neighbourhood plan. It was therefore decided to carry this item forward to next month's agenda.

15. To review the internal auditor's report and end of year finances, in order to approve the relevant sections for the external audit form – A summary of the annual accounts and a copy of the internal auditor's report were circulated prior to the meeting. It was resolved to approve the accounts and the external audit form was signed at both appropriate sections.

16. To consider changing banking provider to Lloyds Bank PLC – It was agreed to change the parish council's banking provider to Lloyds Bank PLC. All signatories and the clerk will need to go into the bank with the necessary paperwork at some point. TB to advise further.

17. To consider items from Councillors

- a) Posters on the railings near the school** – The Chairman confirmed that the decision taken in the February meeting to remove all adverts and notices from this area was recorded in the minutes, which have been widely available for some time. The Chairman will therefore remove the notices.
Action TB.
- b) Information for noticeboards** – Cllr Perkins reported that the noticeboards are looking a little tired. She appealed for new posters and information but also said that some of the perspex on the boards is cloudy. Cllr May advised there is possibly a suitable cleaning product for the perspex, which she will look into. **Action Cllr May and all** (for new information for the boards).
- c) Lack of notice re 20 mph flashing sign** – Cllr Perkins reported that the 20mph limit at school times is not being respected. This is an advisory sign only. Cllr May will mention this at the next SNAP meeting.
- d) Potholes** – Cllr May reported a large pothole where Church Street meets Chequers Lane. The Chairman advised that potholes can be reported via "Fix My Street". The clerk will report this particular one. **Action AR.**
- e) Items for the SNAP meeting** – The Chairman asked if the statistics could be made available in relation to the recent police attendance with the speedgun. **Action Cllr. May.**

18. To confirm the date of the next meeting as Wednesday 15 June 2016 to be held at the Recreation Centre.

There being no further business, the meeting closed at 9.00pm.