

Forncett Parish Council
Minutes of the meeting of the Parish Council
held at Forncett Village Hall on Thursday 19 May 2016 at 7.30pm.

In Attendance: Cllr B Frith (Chairman) Cllr B Humphreys, Cllr A Coleman, Cllr G Barnes, Cllr D Welsby, Cllr G Gale

Parish Clerk Anne Rayner
6 members of the public

1. **To elect a Chairman for the forthcoming year and receive the Chairman's declaration of acceptance of office** – Brian was nominated by AC and the proposal was seconded by DW. Brian signed the acceptance of office.
2. **To elect a vice-chair and receive their declaration of acceptance of office** – BH was nominated by GB and the proposal was seconded by GG. Bev signed the declaration of acceptance of office.
3. **To consider apologies for absence** – District Councillor Barry Duffin and County Councillor Bev Spratt both sent their apologies.
4. **To receive any declarations of interest** – Brian advised that, at the village hall AGM this year, he became Chairman of the village hall committee. He therefore declared a non-pecuniary interest in the items on the agenda relating to the village hall.
5. **To approve the minutes of the last meeting (21 April 2016)** – The minutes were approved without alteration and signed as correct by the Chairman.
6. **To consider matters arising from the minutes (for information only)** – Brian reported that he sent a reply in relation to the recent complaint about owners not clearing up after their dogs.
7. **Open forum, to hear from members of the public, including reports from District and County Councillors** – District Councillor Duffin sent a report to remind all householders in Forncett that their bin collection day will be changing to a Wednesday from 6 June onwards. The local member fund of £1000 remains available for this year and there is £30000 funding available for the Neighbourhood Chairman. Barry appealed for requests for funding. The Annual Meeting at South Norfolk Council is on 23rd May and the new Chairman will be Gary Wheatley, Barry will be Vice-chair. Finally, Barry advised that members of the public can contact him, including if they have concerns relating to planning applications.
8. **To consider planning applications, including:**
 - a) 2016 / 0696 – Barn Adjacent Alborough Farmhouse, Mill Road – Erection of new stable and change of use of land for horses – Some members of the public were present to voice their concerns regarding this application, which were shared by Councillors. Issues include: the access directly on to Mill Road (previously objected to in planning application number 2011/1080), the lack of grazing to sustain four horses, lack of nearby bridleways and suitable riding, no mention of drainage and other services such as muck heap removal, no mention

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of other parking / access issues for vehicles normally associated with horses, e.g. horse boxes, hay deliveries. However, Councillors also noted a wider concern with regard to the history of the planning applications on this site. Councillors unanimously agreed to object to this application.

b) 2016 / 0936 & 0938 – Corner Farm, Low Road – Variation of condition 2 of planning permission 2016 / 0016 – Barn Roof to be raised by 300mm and further changes to approved openings (includes listed building consent) – The plans were discussed and Councillors raised no objections.

c) To hear information regarding the Laynes Farm planning appeal – The appeal will be held at South Norfolk Council on 25 May, commencing at 10am. Brian hopes to attend.

It was also noted that another planning application has been submitted in respect of Hope Valley 2016 / 1114. The clerk has contacted South Norfolk Council to ask why the parish council has not been treated as a consultee, despite previous assurances that all three parish councils (Forncett, Aslacton and Great Moulton) would be treated as consultees. Following discussion, it was agreed that the new plans, including a new access point, make no difference to the council's objections to the site. Comments would be drafted according and circulated for approval, prior to submission.

9. **To consider co-option of a councillor** – Nothing to report.
10. **To adopt an internal review policy** – A draft policy was circulated prior to the meeting. Councillors resolved to adopt the policy with immediate effect.
11. **To review and agree the summary of accounts for the 15/16 year, following the internal audit, in order to submit all necessary paperwork for external audit** – The year end accounts and internal auditor's report were circulated prior to the meeting. The accounts were discussed and Councillors unanimously agreed to approve the accounts and sign both sections of the external audit form.
12. **To review usage of the noticeboards** – Brian reported that although there is a sign on the noticeboards asking for adverts and flyers to be displayed in A5 size, this is not being respected, often meaning that when parish council and village hall notices need to be displayed, there is insufficient space. As the parish council do own the boards, it was agreed to revise the notice, stating that items will be removed unless they are displayed in A5 size, with adverts relating to outside of the village being removed first.
13. **To consider land issues relating to Jubilee Green and the Village Hall** – Brian gave a brief history of the land known as "Jubilee Green" at the village hall. As the parish council are owners of the land, although it is unregistered, Brian asked for approval to use Nicholas Hancox, solicitor, to officially register the land. It was also suggested that the parish council and the village hall share the cost of this. Mr Hancox's charge for registering the Station Road land is £300, so it is hoped that the cost would not be dissimilar. Councillors agreed to proceed with the land registration and the sharing of costs.
14. **To receive the RFO report and consider the approval of the following payments:**

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Ch. No.	Amount	Payee	Notes
100072	£267.14	A Rayner	May 2016 salary
100073	£800.00	Forncett Flyer	1 st instalment annual grant
100074	£ 68.25	P James	Internal Audit Fee
100075	£273.75	Came & Company	Annual Insurance

All payments were unanimously approved.

- 15. To confirm the meeting dates for the next year** – It was resolved to keep the meeting dates as the third Thursday of each month (with no meeting planned for August), apart from June 2016 – this will be held on 9th June.
- 16. To consider the allocation of the CIL payment received during 15/16** – During the internal audit, it was pointed out that the parish council had completed several community projects during 14/15 – the new bus shelter, the two parish partnership paths and the purchase of the SAM2 machine. It was agreed to report the spending of the CIL money to South Norfolk Council.
- 17. Update on ongoing matters and outstanding issues**
- a) Village sign** – This has been reinstated. Brian noted thanks to everyone who helped with the restoration. There will be a piece in the Flyer this month about the sign.
- b) Village Hall** – The Broadband is still not working and it seems impossible to make progress with BT, who seem to lay the blame with Open Reach, who cannot be contacted. Dates for the “switch on” have already been given as 21 April, then 9 May and the latest date is now 30 May. The Queen’s 90th birthday celebration event will be taking place Sunday 22 May and the Beerfest, BBQ and music event is on 11 June.
- c) Highways and Public Rights of Way** – Gary Overland, our usual highways engineer, will temporarily be working on special projects, including managing the extra funding recently made available for pot holes and road repairs. For this duration, our contact will be Simon Briggs. Following the last meeting, the landowners either side of Tabernacle Lane were written to, to ask if they would carry out some ditch clearance work, to enable Highways to undertake road surface improvements on Tabernacle Lane. This has been very successful as some of the ditches have been cleared and the roadworks have taken place. Thanks to everyone involved.
- d) Defibrillator** – Brian reported on a very successful training session at St. Edmunds Church. Martin Render (Community Heartbeat Trust) was very pleased with the turnout and gave a powerful message that 'doing nothing' in an emergency situation was not really an option; after dialling 999 and being given the access code to the defibrillator, it's method of use was fully explained by the spoken and video instructions with the apparatus.
- There was some discussion as to whether the access code should be freely available but there was concern that (a) this might deter people from dialling 999 (always the recommended first step) (b) in an emergency people would be unlikely to have the code available or remember the code and (c) there was a danger that any use would not be reported and therefore the equipment would not be in working order when needed.

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e) SAM2 report – Phil reported that the SAM2 has been recording data for almost six months and, during that time, it has recorded approximately 195,000 vehicles, 84,000 of which exceeded the speed limit. It was agreed to approach the police with some of the data and ask for a police presence with a speedgun, at the worst spots.

Relating to another ongoing issue, the clerk reported that she met with Sophie Bedwell of Nicholas Hancox solicitors last week, in order to obtain further evidence relating to the attempt to register the land on Station Road. The evidence required all related to the Inclosure Act of 1812 and evidence was needed of the land itself (from a map), the Act and the Award. All three items were successfully located and will be sent to Land Registry.

18. To receive reports from:

a) Safer Neighbourhood Police Team Report – No actual report has been received from the police, however, Brian said he was very disappointed to have to report a disturbance in the village on Saturday night (14 May) during which several people, starting on Long Stratton Road moving into Tabernacle Lane and ending in William Lant Close, reported having stones thrown on roofs, smashed windows, tyres slashed on cars, paintwork keyed and mirrors broken. It seems some residents of William Lant Close have asked for street lighting to be installed, stating that they do not feel safe, which is extremely concerning to hear. It was agreed that the clerk would write to Saffron Housing to highlight resident's concerns and ask about any intended course of action.

19. Open forum, to hear from members of the public – Nothing further to report.

20. Date of the next meeting is confirmed as Thursday 9 June 2016 to commence at 7.30 pm

There being no further business, the meeting closed at 9.30pm.