ASHMANHAUGH PARISH COUNCIL

QUALITY
PARISH
COUNCIL

Minutes of the Ashmanhaugh Parish Council meeting
held on 06 September 2011 at 7.00pm in the Preston Rooms

Present: Councillor Mrs R Buxton - Chair
Councillor G Saunders – Vice Chair
Councillor N Coleman
Councillor Miss S Hewitt
Councillor H Buxton

Officer Mrs G Sharpe – Clerk to the Council

In Attendance - Cllr Nigel Dixon (District and County Councillor)
7 Parishioners

1 APOLOGIES
Apologies were received and considered, from Cllrs G Hunt and I Sharp and PCSO Jeanette Boardman.

2 DECLARATIONS OF INTEREST
There were no declarations of interest.

3 MINUTES OF THE PREVIOUS MEETING
It was **AGREED AND RESOLVED** to adopt the minutes of the meeting of 05 July 2011 which were signed by the Chair.

4 PUBLIC SPEAKING

4.1 Cllr Dixon (NNDC and NCC) made three points.

1 Victory Housing Trust (VHT). VHT has put on the market, a property which, previously, had a minimum three year residency covenant on it. His inquiries demonstrated that this was quite legal but advised the Council that it may have concerns should any such covenant be on any property in Ashmanhaugh.

2 On 16 August he had a meeting with North Norfolk District Council, Broadland District Council and the Broadland Councillor for Wroxham, regarding traffic problems on the A1151 Norwich Road.
Alternative transport ideas were discussed including increasing the service on the Bittern Line, a new station at Broadland Business Park, improved bus services and the identification of sources for local employment to reduce travel needs. The outcome was positive and agreement was reached that any approach should be jointly promoted.

3 The planning application for the Persimmon development on the A1151 was expected to be submitted in October.

4.2 PCSO Boardman is currently off work, PCSO Esther Dack sent a small report which said that there had only been one reported crime, in Ashmanhaugh, since July, which was indecent exposure.

4.3 A resident, once again, raised the matter of traffic behaviour on Stone Lane. Cars were driving on the right hand side of the road, not the left, and at unnecessary speed. He was aware of one incident where a resident sustained damage to their vehicle due to the oncoming vehicle driving of the incorrect side of the road.
Mr Sharpe stated that as he had been producing the Newsletter on behalf of the Council, for four years now, perhaps, the new Council would like to appoint one of their number to take over and reflect its' direction better.

5 CORRESPONDENCE

5.1 It was agreed that all Councillors had seen the circulated mail. It was **AGREED AND RESOLVED** that, whenever possible, information would be sent out, by the Clerk, in email form and that Councillors should respond with an acknowledgement of receipt.

5.2 The Clerk announced that the Precept Notification had been received. The return date is the 18 November 2011 and, therefore, budget decision must be made at the November meeting.

5.3 The Clerk announced that all NNDC/Kier waste collection rounds were to change from 03 October and that all households would receive notification. This will affect Waste, Recycling and Garden bins. The information received by the Clerk would go on the Parish Council board.

5.5 The Clerk informed Members that the Lions Club had received a grant for tree planting and they had enquired where, in Ashmanhaugh the Parish Council would like one planted. It was **AGREED** that, as the Council did not own any land, it would, regrettably, have to decline the generous offer.

5.6 The Clerk informed Members that the Broads Authority consultation was available on its' website (www.broads-authority.gov.uk/planning/future-planning-and-policies/flood-risk) but she would circulate what information she had.

5.7 The Clerk informed members that notification of the NorfolkALC AGM had been received.

5.8 Norfolk Accident Rescue Service had written requesting a donation. It was **AGREED AND RESOLVED** that any decision would be deferred until the March meeting where donations were discussed.

6 FINANCIAL MATTERS

6.1 It was **AGREED AND RESOLVED** to adopt the accounts for the period 01 April to 28 August 2011. Cllr Mrs Buxton confirmed and signed, that the accounts agreed with the bank statements. Proposed Cllr Saunders

6.2 The Clerk read out the report from the external auditors (Mazars) which stated that:-
On the basis of our review, in our opinion the information contained in the Annual Return is in accordance with the Audit Commission's requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

6.3 Bank signatories were confirmed. Two signatures are required on cheques. The signatories are:- Cllr Mrs Buxton, Cllr N Coleman and Mrs G Sharpe.

6.4 The Chair outlined the draft budget for 2012/2013 and the next five years, which had been prepared by the Clerk. It was **AGREED AND RESOLVED** that Members would study the proposal and comment before resolution for the precept, at the November meeting.

6.5 The Clerk reported the receipt of a payment of £15.00 for a further advertisement in the Newsletter.

6.6 It was **AGREED AND RESOLVED** to make the following payments:-

a	Clerk's Remuneration April to September 2011		
b	Mazars for external Audit		£ 60.00
c	Reimburse the Clerk for:-	Printing the Newsletter	£ 40.37 (inc VAT)
		Printer Ink	£ 51.82 (inc VAT)
		Box of A4 Paper	£ 17.94 (inc VAT)
d	Grass Cutting on Common		£100.00 + VAT

6.7 The procedure for Effectiveness of Internal Audit was reviewed.
It was **AGREED AND RESOLVED** that Members adopt without alteration. Proposed Cllr G Saunders.

6.8 The Chair and Members thanked Cllr Colemen for refurbishing the Parish Council notice board. Cllr Coleman generously said there were no costs to the Council.

7 PLANNING MATTERS

PF/11/1028., Erection of a Conservatory. The Pines, Stalham Road, Beeston St Lawrence, NR12 8YS
It was **AGREED AND RESOLVED** to support the above application

8 PARISH PLAN

a Review

- **i** Maintain pressure on NCC for drainage improvement to Church Road
- **ii** Cycleways. Probably not financially possible
- **iii** Health and Social Care. The Council representative to discuss with Preston Room Management Committee.
- **iv** Social Contact by supporting Preston Room Management Committee.
- **v** Communication. Continue Newsletter.

b Planning for revision

It was agreed to call a public meeting to gain volunteers to form a Steering Group and produce a timetable for delivery.

9 DOG FOULING

More signs have been erected. To be monitored.

10 THE COMMON

a The Chair reported that she had written and spoken, to the Cricket Club but with a poor result. Again, grass cutting equipment has been damaged by rubbish.

b The meeting was closed to allow members of the public to express their views on the proposal to *reinstate* the ditch to the south side of the Common. The proposal was supported.
The meeting was resumed and the Chair pointed out that the Council could not afford to fund the project but, it was **AGREED AND RESOLVED** that the Council should find out if the proposal was feasible (with regard to levels), obtain quotations and if the project is feasible, facilitate implementation.

11 REPORTS AND INFORMATION ON MEETINGS AND TRAINING EVENTS

11.1 Safer Neighbourhood Action Panel (SNAP). Cllr Miss Hewitt reported on the meeting of 05 September 2011. Priorities were set and she said concerns of the residents could be presented to the meeting for possible inclusion. The next meeting will be 24 October 2011.

11.2 NorfolkALC Café Cluster – Held at 'A Peace of Cake' Coltishall 13 September 2011 from 10am – 12noon.. It was **AGREED AND RESOLVED** that the Chair would definitely attend but other Councillors could still call in

11.3 NorfolkALC AGM – North Tuddenham. It was **AGREED AND RESOLVED** that the Chair and the Clerk would attend.

12 THE PRESTON ROOM

Cllr H Buxton said that there would be no village fete next year. Instead, like the Council, the Preston Room Committee was keen on having a village event to celebrate the Royal Jubilee. It was **AGREED AND RESOLVED** that Cllr Buxton should talk to the Preston Room Committee and the PCC with a view to forming a working party to develop ideas and plan the event.

13 THE HAPPING PARTNERSHIP

No report had been received.

14 DIAMOND JUBILEE CELEBRATIONS

It was **AGREED AND RESOLVED** to join a working party with the PCC and Preston Room Committee.

15 BOTTLE BANK

As the Council had no land on which to site a container it was **AGREED AND RESOLVED** that Cllr H Buxton should raise it with the Preston Room Committee. Cllr Coleman pointed out the Committee had already considered the idea and turned it down. Nevertheless, it was still to be proposed again.

16 MEMBERS MATTERS FOR FUTURE MEETINGS

None.

17 TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

It was **AGREED AND RESOLVED** to exclude members of the press and public for the last item on the agenda.

The meeting closed at 9.00pm

The date of the next meeting is
Tuesday 01 November 2011 at 7.00pm