



FINAL MINUTES OF ASHMANHAUGH PARISH COUNCIL MEETING

held in the Preston Room on Tuesday 3rd January 2017 at 7.00pm

Parish councillors present:

Mr A Buxton

Mr H Buxton (Chair)

Mr N Coleman

Mr C Phillipo

Mr G Saunders (Vice Chair)

Clerk: Mrs C Male

NNC & NNDC Cllr Nigel Dixon, and five members of the public were present.

1. ATTENDANCE

Mr A Wiseman - not present, no apologies.

Ms M Gibbons has resigned her position on the Parish Council. Clerk to write and send the Council's thanks for her service.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

The Common - Cllrs A Buxton and H Buxton.

Planning - item 7.1.1 - Cllrs A Buxton and H Buxton.

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on 1st November 2016 were confirmed as a true and accurate record.

4. PUBLIC SPEAKING

4.1. County and District Councillor Nigel Dixon reported that, following NNDC's presentation to the Parish Council on the NNDC new Local Plan, he has been contacted by a local landowner, who has land possibly for development. ND advised that the Parish Council has yet to conclude its position and will hold a Community meeting on the 10th January 2017.

Electoral review of North Norfolk - consultation on the new boundaries and Ashmanhaugh changing wards from Hoveton to Tunstead for the May 2019 election. ND advised that the proposal has been changed to include the Parish within Worstead, Dilham, Smallburgh and Barton Turf. Council felt that the closest ties are be with Tunstead and that would be a natural fit. If otherwise Council to object. Clerk to clarify and action accordingly. **ACTION**

Council Tax - District Council aiming not to raise tax and County Council will probably agree a considerable raise to cover their social care responsibilities.

4.2. Apologies received from PCSO Jeanette Boardman. Reported that there has been one crime reported in the period, of domestic assault.

4.3. Questions from the public relating to local issues.

4.3.1. Fly-tipping on the increase. A member of the public thanked whoever quickly cleared away the recent incident on the Norwich Road end of School Road.

4.3.2. Ashmanhaugh & Barton Wanderers Cricket Club (ABWCC) - representatives of the club talked about the comments from the Community meeting on the poor condition of the Pavilion. When the weather improves they intend to do some work to improve the appearance of the building. Discussion if there would be people local to Ashmanhaugh who would be able to help and if a grant would be available from the Poor's. ABWCC

to liaise with the Clerk on the general plans for the site and also specific plans for the Pavilion.

5. MATTERS ARISING

- 5.1. To discuss correspondence received since the agenda was issued.
 - 5.1.1. Norfolk ALC - Notification that the extension of referendum principles is not being extended to Parish Councils.
 - 5.1.2. Norfolk ALC - consultation on using video conferencing. This does not apply to full council meetings but committee meetings. Voted against.
 - 5.1.3. Community Action Norfolk - Thinking Fuel, membership fee due. Agreed to renew.
 - 5.1.4. Norfolk Police - invitation to attend a meeting to meet the new engagement officer on Monday 9th January in North Walsham. Cllr Coleman to attend.
- 5.2. To receive a report on any matter not covered on the agenda.
 - 5.2.1. Weight limits on Stone Lane outstanding.

6. CORRESPONDENCE

- 6.1. Norfolk Police - consultation on the Police Budget 2017/18 - deadline 9 December.
- 6.2. NNDC - information - Local Enforcement Plan update.
- 6.3. Norfolk ALC - information - Neighbourhood Planning Bill update.
- 6.4. Norfolk Second Homes Forum - information - update on meeting with Norman Lamb MP. Clerk to report back following on presentation to East Ruston Parish Council later in the month.
- 6.5. Broad's Authority - consultation on Draft Broads Flood Risk Supplementary Planning Document - deadline 23 December.
- 6.6. Electoral review of North Norfolk - consultation on the new boundaries and Ashmanhaugh changing wards from Hoveton to Tunstead - to DISCUSS if the Council wishes to respond.
- 6.7. Norfolk County Council - notification of an Order to implement an Avian Influenza Prevention Zone for 30 days from 6 December.

7. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES

- 7.1. Two planning applications were received in the period:
 - 7.1.1. Dairy Farm, Stone Lane, Ashmanhaugh - ref PF/16/1588 - Conversion of barns to form two dwellings. Supported.
 - 7.1.2. East View Farm, Stone Lane, Ashmanhaugh - ref PF/16/1606 - Extension to workshop. Supported with a request for restrictions on light pollution.
- 7.2. Crossroads. Thanks to Cllr Coleman for cutting back the tree overhanging the Stop sign. Cllr Wiseman to discuss hedges with local residents. **ACTION**
- 7.3. NNDC Local plan - to be discussed at Community meeting 10th January 2017, 7pm, Preston Rooms. Cllr H Buxton and Clerk to arrange a door to door mailing. **ACTION**
- 7.4. Homewatch scheme - to be discussed at Community meeting as above.
- 7.5. BT Phone Box/Defibrillator - Ashmanhaugh box not due to be decommissioned by NNDC. No calls been made in the past 12 months. No additional insurance costs. Question of adoption to be added to the agenda for the Community meeting on 10th January. Voted not to pursue the defibrillator any further as there are two First Responders in the village who have units.
- 7.6. The Common - Clerk presented a draft licence from NNDC to allow the Parish Council to undertake works on the Common as a Surveyors Allotment. Discussed the issue of the Pavilion being on this piece of land. ABWCC to provide details of their insurance policy to the Clerk for NNDC to revise. **ACTION**
- 7.7. Village Sign - works completed. Has been installed. Thanks to all involved, especially Cllr Coleman and Jason Greenberry, Blacksmith.

8. ADMINISTRATIVE MATTERS

- 8.1. Councillor vacancy - Clerk to post a vacancy notice. **ACTION**
- 8.2. Annual Parish meeting arrangements - 14th March 2017. Agreed agenda. **ACTION**
- 8.3. Pension staging date has passed - made a declaration of compliance to the Pensions Regulator.
- 8.4. Change to NNDC planning process from April 2017. NNDC are having to make significant changes to the way they handle planning applications, deciding minor applications within 8 weeks

and major applications within 13 weeks. The knock on effect is a reduction in consultation time to 21 days, with all communication and documentation in electronic form. Issue with those Councillors not on the internet. Query over associated costs - Clerk to clarify. Clerk to draft a planning policy.

ACTION

- 8.5. Norfolk ALC website - additional log in's available for Councillors. Declined.
- 8.6. Possible "Full Council" training session. Agreed to take this further when a new councillor has been appointed.

9. FINANCIAL MATTERS

9.1. To review this period's financial position

- 9.1.1. Received and signed Bank Reconciliation – current balance £7,385.21
- 9.1.2. Noted **no receipts** in the period.
- 9.1.3. Authorised **payments** for:-
 - 9.1.3.1. Mike Amiss Signs £198.00
 - 9.1.3.2. Clare Male – salary Nov/Dec £334.43
 - 9.1.3.3. Clare Male – expenses £11.29
 - 9.1.3.4. Clare Male - mileage £14.85
 - 9.1.3.5. Community Action Norfolk, Thinking Fuel membership fee £20.00

10. POLICIES

- 10.1. Reviewed and agreed Model publication scheme (FOI). Clerk to post on website. **ACTION**

11. NO ADDITIONAL ITEMS FOR NEXT AGENDA - Tuesday 7th March 2017 at 7.00pm

Meeting closed at 8.17pm

Clare Male
Clerk & RFO to the Parish Council
ashmanhaughparishcouncil@gmail.com
20th January 2017

Final minutes agreed.....
Harry Buxton (Chair)

Dated:.....