



DRAFT MINUTES OF ASHMANHAUGH PARISH COUNCIL MEETING

held in the Preston Room on Tuesday 7th March 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)

Mr A Wiseman

Clerk: Mrs C Male

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

1. ATTENDANCE

All in attendance.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

The Common - Cllrs A Buxton and H Buxton.

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on 3rd January 2017 were confirmed as a true and accurate record.

4. PUBLIC SPEAKING

- 4.1. Report from County and District Councillor Nigel Dixon. Noted no increase in council tax from NNDC for the seventh year in a row. Update on former RAF Coltishall base and has been growing successfully, attracting a number of new business and employing c300 people. Raising revenue for NCC through the solar wind farm and the building rents.
- 4.2. Complaint that following recent reinstatement of segways in the verges the spoil has been left in heaps and not spread out. This will create issues with the verge cutting later in the year. Clerk to raise with Highways.

ACTION

5. MATTERS ARISING

- 5.1. To discuss correspondence received since the agenda was issued.
 - 5.1.1. Highways England East - update on work programme for 2017.
- 5.2. To receive a report on any matter not covered on the agenda.
 - 5.2.1. Clerk been appointed as Clerk to Wroxham Parish Council, in addition to Ashmanhaugh and East Ruston Councils.

6. CORRESPONDENCE

- 6.1. Broads Authority Local Plan - preferred options consultation - deadline 3rd February 2017.
- 6.2. Invitation to take part in commemorating 100 years since the end of WW1, 11th November 2018, with "Beacons of Light" - response by the 31st March 2017. Agreed not to pursue this.
- 6.3. Invitation to attend the Police and Crime Commissioner meeting, King's Lynn - 30th January 2017.
- 6.4. North Norfolk District Council - consultation on changes to Public Space Protection Orders - deadline 3rd March 2017.
- 6.5. Changes to local police reporting - PC313 Peter Davison Engagement Officer. PCSO's will no longer provide data for Council meetings. Replaced by a monthly newsletter which are cluster

based. Ashmanhaugh is in Cluster 12 which is the Scottow, Hoveton and St Benet ward cluster; covering the parishes of Ashmanhaugh, Barton Turf, Horning, Hoveton, Neatishead, Scottow, Sloley, Smallburgh and Tunstead

- 6.6. Information from UK Power Networks on preparing for Storm Doris
- 6.7. Nominations for Community Biodiversity awards 2017 - deadline 30th April 2017.

7. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES

- 7.1. No planning applications were received in the period.
- 7.2. Crossroads. Agreed that the bushes had been cut back as far as necessary.
- 7.3. NNDC Local plan - discussed at Community meeting 10th January 2017. Draft minutes agreed. Concluded that the Village should grow by about 10% in the next 20 years. There are currently 74 houses, so 7-10 new properties would be welcome. This should be linear housing - filling in existing gaps in the road frontage with individual properties and within the existing 30mph zone of the Village. There should be some affordable housing available to buy, with priority for local families. Clerk to draft a letter to NNDC to be signed off by Chair.
- 7.4. The Common:
 - 7.4.1. Re: lease with NNDC - discussed excluding the Pavilion from the area leased, because the Parish Council do not own it. Cricket club have presented insurance policy which is basic. Raised issue of septic tank which sits in the area within the lease. Agreed that as long as there are no, or minimal costs then the Council should lease the whole area including the Pavilion. Clerk to check with the Council's insurance company and then act accordingly. **ACTION**
 - 7.4.2. Clerk met with drainage and tree contractors and reported on discussion. Queried flow of Blacksmith Farm ditch away from Common. Agreed that this was not the case and agreed to continue as originally intended. Idea to reinstate ponds was turned down.
- 7.5. Norfolk Second Homes Forum - update on meeting with Norman Lamb MP. Clerk reported back following on presentation to East Ruston Parish Council. Agreed not to follow up.
- 7.6. Chestnut Hollow - discussed NNDC enforcement response to complaint from residents regarding uplighters. Agreed that Clerk would check original planning documentation on light restrictions and then respond accordingly to NNDC. **ACTION**
- 7.7. Possible implementation of Weight limits on Stone Lane. Highways engineer has left but a new one has yet to be allocated. Await new contact.
- 7.8. Norwich Road Runners. Clerk been in contact with them and they are very keen to foster good relations. Clerk to circulate response.

8. ADMINISTRATIVE MATTERS

- 8.1. Councillor vacancy - posters around the village and information on website.
- 8.2. Annual Parish meeting arrangements - 14th March 2017. Clerk to provide refreshments and Cllr Buxton to liaise with Cricket Club.
- 8.3. New NNDC Planning process - voted to implement new planning policy.

9. FINANCIAL MATTERS

9.1. To review this period's financial position

- 9.1.1. Received and signed Bank Reconciliation – current balance £6,906.64
- 9.1.2. Noted **receipts** in the period:
 - 9.1.2.1. WiSpire - incorrect BACS transfer (Ashmanhaugh Parish Church) £100.00
- 9.1.3. Authorised **payments** for:-
 - 9.1.3.1. Clare Male – salary Jan/Feb £334.43
 - 9.1.3.2. Clare Male – expenses £27.96
 - 9.1.3.3. Clare Male - mileage £3.69
 - 9.1.3.4. Refund to WiSpire for incorrect payment £100.00

- 9.2. Re-branding of Norwich & Peterborough Building Society to Yorkshire Building Society, closure of Wroxham branch and Parish Council current account in August 2017. Agreed that the Council did not wish to pay a monthly fee for a new current account. Clerk to investigate the Post Office and Cllr Buxton to speak with Barclays. **ACTION**
- 9.3. Noted appointment of internal auditor, Catherine Moore.

- 9.4. Noted the appointment of PKF LittleJohn LLP by the Smaller Authorities Audit Appointments Ltd to carry out external audit services on a limited assurance review basis from 2017-2018.

10. POLICIES - to sign off:

- 10.1. Financial Regulations - agreed.
- 10.2. Financial Risk Assessment - agreed.
- 10.3. Timetable of meetings - agreed.
- 10.4. Planning policy - agreed.

11. NO ADDITIONAL ITEMS FOR NEXT AGENDA - Tuesday 2nd May 2017 at 7.00pm

Meeting closed at 7.56pm

Clare Male
Clerk & RFO to the Parish Council
ashmanhaughparishcouncil@gmail.com
16th March 2017