



MINUTES OF ASHMANHAUGH PARISH COUNCIL **MEETING**

Held in the Preston Room on Tuesday 7th January 2020 at 7.00pm.

Parish councillors present:

Cllr S Bland Cllr A Buxton Cllr N Coleman Cllr C Phillipo (Vice Chair)
Cllr J Pond Cllr H Buxton (Chair)

Clerk: Mrs S Martin

Members of the public present - 2, including County/District Councillor Nigel Dixon

1. ATTENDANCE.

Apologies were received and accepted from Cllr. Gary Saunders (personal).

2. DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS FOR THIS MEETING

2.1 None.

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on 5th November 2019 were agreed as a true and correct record and duly signed by the Chairman.

4. PUBLIC SPEAKING

4.1. To receive a report from County and District Councillor Nigel Dixon.

- The new Local Plan has carried out a consultation of preferred sites. Documents are available online and as a hard copy from NNDC. A question was asked as to when the plan would come into force, to which Cllr. Dixon estimated it would be 18 months away and after further consultations.

It was mentioned that Ashmanhaugh does not have a Neighbourhood Plan.

- The District Council has had new administration since May and have a framework of policies, however it was still waiting to see how these will be implemented.
- A new mobile has been ordered for Tunstead School.
- County Council - Cllr. Dixon reported the budget is still a challenge, and there is expected to be significant Council Tax increases (3.99% approx.), however this is subject to a budget meeting in February.

It was questioned if the District Council will increase its Council Tax, however Cllr. Dixon responded that this is possible, but could not confirm by how much.

4.2. To receive crime figures from Norfolk Police.

- No crime report was received, and there were no crimes displayed on the crime map for October/November 2019 for Ashmanhaugh.

The police newsletter had been circulated..

4.3. To receive questions from the public relating to local issues.

- It was mentioned that the road surface in Church Road is suffering distress for the hot summer followed by heavy rain. It was requested the Clerk raise this with Highways.

5. MATTERS ARISING

5.1. To discuss correspondence received since the agenda was issued.

- The following correspondence was noted:
HMP Bure IMB Annual Report 2018-2019
Police & Crime Commissioner Budget consultation 20/21
Bank letter regarding additional mandate information

- 5.2. To receive a report on any matter not covered on the agenda
Clerk spoke with Highways regarding the proposed ditch on Church Road, however was informed that this is no longer being installed due to services identified by the contractors. It was reported there is no further action which can be taken at this time.

6. **CORRESPONDENCE** - All noted

- 6.1. General correspondence
6.2. Norfolk ALC Bulletin
6.3. Police newsletter
6.4. Temporary closure of Smallburgh Road in the Parish of Barton Turf - BT engineering works (my ref NTRO2781)
6.5. NNDC Meeting invitation to improve communication between the District Council and Town and Parish Councils - 22/01/20 - **HB to attend**
6.6. Tunstead Parish Council regarding newsletter - **the Christmas newsletter did not get published/distributed and therefore a January one is scheduled.**
6.7. NNDC Victory in Europe (VE) Day 75th Anniversary, and the Battle of Britain Day 80th Anniversary letter - **no action**
6.8. Invite to meeting with Local Police Inspector - Monday 24th February at 10am in the Sacred Heart Church Hall, North Walsham, NR28 9JP - **JP to attend**
6.9. Invite to Public Meeting on Mental Health February 7th 2020, Cromer - **no attendees**
6.10. Significant changes to local market day bus services - **n/a to Ashmanhaugh**

7. **HIGHWAYS, PLANNING, LAND AND ASSET ISSUES**

- 7.1. To note planning application received between meetings:
NP/19/2104 - Church Farm House, Church Road, Tunstead, Norwich, NR12 8RG - Prior notification of agricultural development - proposed clay lined reservoir
Resolution: **SUPPORT**
It was also noted that **PF/19/0205** Land South of Carousel an appeal has been submitted. The PC made no additional comments to those previously submitted.
7.2. To receive update regarding SAM2 device
The SAM2 device is ready to be collected. Training dates have been offered - HB, JP, CP and Clerk to attend. Posts still to be installed. The 50% PP claim has been submitted, however payment of this is still to be received.

8. **FINANCIAL MATTERS**

8.1. **To review this period's financial position**

- 8.1.1. To receive and sign Bank Reconciliation - agreed by all and signed by the Chair..
8.1.2. To note **receipts** in the period
HMRC (VAT refund 18/19) £ 42.89
Tunstead Parish Council (50% Training contribution) £ 125.00
The Precept form has been submitted to NNDC.
8.1.3. To authorise **payments** for:-
Sarah Martin - salary December/January (inc. expenses) £ 309.19
HMRC tax payment £ 74.00
North Norfolk District Council (Election costs) £ 33.88
Westcotec Ltd. (SAM2 device) £4,340.40*
All payments were **agreed**.
*50% contribution claim submitted to NCC Parish Partnership Scheme - to be received. It was agreed that once in receipt of these monies the payments to Westcotec can be released.

9. **CONSULTATIONS**

To consider a response to the consultation on division boundaries for Norfolk (11/02/19) - It was agreed for the Clerk to investigate further and report findings back to Council before a comment submitted if any.

10. ADMINISTRATIVE MATTERS

10.1. To consider adopting the General Power of Competence

It was noted that the Clerk has completed her portfolio and passed the Certificate in Local Council Administration (CiLCA). As such, the Parish Council is eligible to adopt the General Power of Competence provided that:

- The number of Councillors elected at the last ordinary election, or at a subsequent by-election, equals two thirds of its total number of Councillors (does not include co-options since the election)
- The Parish Clerk holds at least one of the sector specific qualifications and has passed CiLCA Unit 7 General Power of Competence.

It was **RESOLVED** to adopt the General Power of Competence.

10.2. To receive update regarding Facebook page

A Facebook page has initially been set up, however further work is required..

11. ITEMS FOR NEXT AGENDA - Tuesday 3rd March 2020

To invite Tom Gibbs (Police) to attend the next PC meeting.

To recognise Tom Hannant.

ashmanhaughparishcouncil@gmail.com

Public meeting closed 7.37pm.

The meeting will then be closed to the press and public in accordance with Schedule 12A of the Local Government Act 1972, to consider staff matters

It was agreed the Clerks successful completion of the CiLCA qualification and to award one scale pay increase, effective 1st January 2020.

Closed 7.39pm