



FINAL MINUTES OF ASHMANHAUGH PARISH COUNCIL MEETING

held in the Preston Room on Tuesday 8th January 2019 at 7.00pm

Parish councillors present:

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

Clerk: Mrs C Male

Norfolk County Council (NCC) & North Norfolk District Council (NNDC) Cllr Nigel Dixon, Cllr Chris Oakes (Chair of Tunstead Parish Council) and one member of the public attended.

1. **ATTENDANCE** - all Councilors present.
2. **DECLARATIONS OF INTEREST AND DISPENSATIONS** As before.
3. **MINUTES OF PREVIOUS MEETING** - Confirmed the accuracy of the minutes of the Parish Council meeting held on 6th November 2018.
4. **PUBLIC SPEAKING**
 - 4.1. NCC & NNDC Councillor Nigel Dixon reported:
 - i. Western Link consultation ongoing and due to close on the 18th January.
 - ii. NCC & NNDC budgets - Cllr Dixon expected an increase from both Councils similar to the previous year.
 - iii. NNDC - leadership has changed following a vote of no confidence. A new cross party cabinet has been elected. Cllr Dixon has chosen to remain. At the next election the boundary of this ward will change significantly.
 - 4.2. Discussed the crime report received from Norfolk Police. Information sent through from the Police was reported to be incorrect. Cllr Coleman to raise at the next SNAP meeting.
 - 4.3. No questions from the public relating to local issues.
5. **MATTERS ARISING (13 minutes)**
 - 5.1. Correspondence received since the agenda was issued:
 - i. Norfolk Police budget consultation - agreed to support the proposal to pay more for policing in Norfolk.
 - 5.2. To receive a report on any matter not covered on the agenda.
 - i. Building works at Crowgate Street. In Tunstead but on the boundary with Ashmanhaugh. Councillors query as to why Ashmanhaugh was not notified. Clerk to follow up with NNDC Planning. Also raised that the Council was not notified of the application for a funfair at Wroxham Barns. **ACTION CLERK**
6. **CORRESPONDENCE**
 - 6.1. NNDC Polling District and Places Review 2018 consultation - no change for Ashmanhaugh - polling will take place in the Preston Rooms.
 - 6.2. NNDC - election information - noted dates for 2019 election (published on the APC website) and the estimated charges to Parish Councils (included in budget).

- 6.3. NCC - Norwich Western Link Consultation on four options linking the Broadland Northway to the A47 in the West - deadline 18th January 2019.
- 6.4. Mental health public meeting - invitation to attend an event in Cromer on the 30th November.
- 6.5. Wroxham and Network Improvement Strategy stakeholder meeting - final minutes of the meeting issued and advice that NCC are now working on a scoping exercise of all the issues.
- 6.6. Hoveton Police station - open day Friday 18th January 3-4pm.
- 6.7. NCC - request for volunteers to sit on the Norfolk Local Access Forum - deadline 31st January.
- 6.8. NNDC - message from the new Leader of the Council asking for feedback on Parish Council priorities.

7. COUNCILLORS MATTERS

- 7.1. Discussed a complaint from a resident about the increase in the number of heavy agricultural vehicles. Agreed that specific complaints need to be addressed to Norfolk Police.
- 7.2. Discussed training dates. Agreed to organise a joint training session with Tunstead for an evening.

ACTION CLERK

8. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES

- 8.1. No planning applications were received in the period
- 8.2. Issues for the Highway Ranger - reported that the Clerk inspected Beeston and the north of the Parish and asked that a number of signs be cleared and overhanging dead branches removed.
- 8.3. Reported that NNDC's response to the Council's query regarding Larger Home extension applications not being notified to Ashmanhaugh was an administrative error.
- 8.4. Parish Partnership scheme bid for a SAM2 device - noted this has been submitted. Results will be announced in March. Thanks were passed to Neal Sharpe & Nigel Dixon for their letters of support.
- 8.5. The Common:
 - i. Update on the installation of railways sleepers. Two quotes received - agreed to accept Payne's quote to do the work with the Parish Council to purchase the railway sleepers separately. Need to agree when the work will be completed. Clerk to write to residents.
 - ii. Scrap metal to be removed - Cllr Buxton.

ACTION CLERK

ACTION CLLR BUXTON

9. ADMINISTRATIVE MATTERS

- 9.1. Discussed the page of Ashmanhaugh news in the Tunstead Parish magazine before Christmas and agreed that this should be a regular feature. Councillors will deliver in their area. Clerk to speak to Tunstead Clerk about deadlines for contact for 2019. Clerk to coordinate content.
- 9.2. Approved subscription to Norfolk Association of Local Councils including cost for running the website.

ACTION CLERK

10. FINANCIAL MATTERS

10.1. Reviewed this period's financial position

- i. Received and signed Bank Reconciliation – current balance £8,753.74
- ii. Noted there were no **receipts** in the period..
- iii. Authorised **payments** for:-
 - 1. Clare Male – salary Nov/Dec £344.86 (chq)
 - 2. HMRC tax payment £63.40 (Debit card)
 - 3. Preston rooms - hire charge for 17/18 £100.00 (chq)
- 10.2. Budget report to the end of the 3rd quarter. Forecasting an overspend of £14. Outstanding expenditure includes training, SAM2 and buying and fitting the railway sleepers on the Common. Agreed to try and spend the forecast budget in this financial year.

11. POLICIES - to discuss and approve the following policies:

- 11.1. Planning policy - changes agreed:

- i. Agreed that responses back to Planning would be sent to Chair for approval before sending.
- ii. To remove section on using the TV.
- iii. To add the right to be consulted on applications in adjoining Parishes.

ACTION CLERK
ACTION CLERK

11.2. Data Protection Policy agreed. Clerk to publish.

12. ITEMS FOR NEXT AGENDA - Tuesday 5th March 2019 at 7.00pm

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Clare Male, Clerk & RFO to the Parish Council
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Signed.....

Dated.....