

# CASTLE ACRE PARISH COUNCIL

The minutes of the meeting held in the Village Hall on Thursday 12th April 2012

**Present:** Mrs. G. Thorneywork (GT) Chair  
Mr. L. Fisher (LF),  
Mr. M. Hickey (MH)  
Mr. S. Barnfield (SB)

Mrs. H. Breach (HB)  
Mr. M. Dwyer (MD)  
Mr. T. Hubbard (TH)  
Mr J Moriarty (JM)

**In attendance:** The Clerk, 1 member of the public. Janet Murphy (NCC)

**Apologies:** Ms. C. Williams (CW)

## 1 **Presentation by Freebridge Housing Association**

Mr Jeremy Mason and Mr Robert Clarke accompanied GT and HB on a tour of the properties held by the association, in Castle Acre. The presentation started with discussion of the general work that Freebridge do in West Norfolk including helping the homeless, setting up apprenticeships and helping people back into work. Mr Mason said the association owned parcels of land in the village and were looking for locations for development opportunities in Town Lane, Foxes Meadow and De Warren Place to deliver more affordable housing. The association use heat retaining building fabrics. 34 Town Lane was their primary goal to build 4 units with planning hopefully agreed by the end of the year and De Warren place and Foxes meadow were in their wardrobe of properties until 2013/14. JM asked who these houses would be offered to as there were families with children who would like to be able to stay in the village. Freebridge replied that they would start with offering the units to the village first and if the units were not let, would then offer them to a wider area. MD highlighted that there were plans to extend the Costcutter location and that there may be an access/parking clash. Freebridge were unaware of the application but said they were respectful of the conservation area and would expect dialogue with the Council and Planning Dept. Discussion went on to include sheltered housing and the contemporary need for independent living units, starter homes and the old school property which had been suggested to Freebridge before but which they felt they could not financially make work. Freebridge said they would be happy to continue dialogue with the Parish Council particularly if the Council wanted to pursue any particular areas for its Five Year plan. GT thanked both for attending and an informative presentation.

## 2 **Minutes of the meeting on 1 March 2012**

Mr Martin Hickey proposed and Mr S Barnfield seconded with a proviso that a sentence be removed from the minutes about the allotment rents and that a discussion was scheduled for discussion at the next meeting in May, assisted by a report from the Clerk on the pros and cons of raising the allotment rents. TH agreed to ask the legal issues around raising the large allotment rents before the Clerk contacted Holkham. The Clerk was asked to contact the last secretary to see if any contracts were in his possession.

## 3 **Actions required from previous Minutes**

82

(b) The contract for the Textile bin agreed, signed and sent to East London Textiles. Plus the bin needs emptying. The paper bank was reported as  $\frac{3}{4}$  full.

73

(a) Diamond Jubilee meeting was well attended and the committee has a new secretary in Mrs Pat Huxter. Next meeting in The Ostrich 24<sup>th</sup> April. Fund has received £220 donations. Maypole looks likely for the Friday, Service at St James Church to go ahead on the Sunday, Hog Roast and music looks set for Saturday evening with road closure from 5.30 2<sup>nd</sup> June. The school is giving a coin to its pupils. Parish Council agreed to pay for a commemorative mug for residents 14 and below. Residents should register their children by e-mail to GT. J Murphy suggested looking for funding at [www.norfolk.gov.uk/events](http://www.norfolk.gov.uk/events) 2012.

**78**

(a) Fly tipping on St James Road. The Parish Council formally asked Jim Moriarty to take up this issue with BCKLWN.

**89**

(a) Tractor damage to St. James's Green. The Clerk suggested that she send Holkham the quote from a contractor for repairing the green to hasten the repair along. Discussion ensued about the damage to the roads and whether it is a criminal offence and that the Clerk has emails stating the farmer accepts blame. Meeting with Holkham, Highways and the farmer needs to be confirmed and set. The Clerk to action this further and hopefully get a date for repairs.

**90**

(a) Street lamp outside Church Gate Tea Rooms. The Clerk reported that an agreement with Frank Moister had been made to pay for half the cost.

**98**

(a) Grass cutting contract. No agreement found as yet. SB to ask the contractor when contract is to be renewed.

(c) Ash trees. TH stated that permission would need to be started again. West Norfolk Tree Officer has asked for letter from two of their approved surgeons. TH to contact 2 off the list. No invoice has been received from Dave Machlin for the work he did last year on other trees in the village.

**104**

b) Snow clearance of school path – John Rolfe has offered to clear the path. Letter has been sent to school. The clerk is waiting for a reply when the head teacher returns.

c) Gritting North Street / St James's Green – Email has been sent to BCKLWN to ask if this can be put on their route for next year.

**108**

(b) Newton Road Telegraph Pole Damage – the pole has been replaced.

#### **4 5 Year Plan**

a). Ford Area – Highways are hopefully coming to inspect the area and have a meeting within the next few weeks.

b) Village Notice Board. Site agreed for one sign at Stocks Green. Another site needed in North of village. Suggested entrance to Playing Field next to bus stop. Playing field AGM scheduled for following week, GT to be Parish Council representative for Playing Field committee so will bring this up.

c) Wherry Housing. Housing Association owning properties in Meadow End (bottom of Foxes Meadow). The Clerk to get a contact and to arrange a meeting.

#### **5 Matters requested by Councillors**

a) Diamond Jubilee. SB requested details of the how the monies will be kept separate from parish Councils. GT informed that a separate spread sheet had been created. Cheques for £220 to go in Parish Council bank Account. SB then requested to no longer be the Parish Council Financial Officer as he felt he did not

have the necessary references to take on the responsibility but would be happy to be the Budget Officer. This would be voted on at the AGM next month.

b) St James's Churchyard maintenance. Parish Council received a letter from Martin Webster asking when he should submit the invoice. The Council agreed it should be paid at the same time as last year and for the Clerk to check when this would be.

## 6 Correspondence

GT not seen the file for March. Suggested by MD to scan and send letters by email but it was agreed that the council were happy with the current procedure although GT reiterated the importance to pass this on within 2/3 days so everyone had a chance to view the contents.

## 7 Reports

Village Sign – Should be ready soon after Easter.

Marham – LF to draft a letter to OC Opps@ Marham about the fighter planes over the village. JM had phoned Lakenheath about the incident.

Pre-School – MD informed the council that this was progressing.

Highways – MH to flag up flooding at top of Town lane and Newton Road at next highways meeting.

Speed gate – SB to get a quote for construction and erection of gate.

Through Road – some tractors still ignoring sign, LF suggested remarking the road to make North Street the main thoroughfare.

Swaffham parking Fees – HB requested Clerk to send objection letter on behalf of council

## 8 Planning

None had been received.

## 9 Accounts

Mr Laurie Fisher proposed and Mr. Jim Moriarty seconded that the following accounts be paid:

Environment Transport & Development (Jubilee)	£ 36.00
MBH Services Ltd (Church Tea Room Light)	£ 72.00
Clerks Salary (Jan – March)	£216.84
HMRC (Jan – March)	£108.42
Gary Lake (Playing Field grass cutting) March	£950.00
Norfolk Association of Local Councils 2012/13	£159.50
(BCKLWN (Dog waste collection) 2011/12	£434.30) ASAP
(E.on Energy (Electricity February) March	£ 45.49) ASAP

Agreed.

## 10 Village Maintenance

(a) Jubilee Bridge needs repainting. J Murphy to ask if funding available. The Clerk to progress.

(b) Town Lane verge damage - **The Clerk to contact Highways to see if Rangers can repair it**

## 11 Questions from the public

Comments had been made throughout the meeting by the member of the public in attendance.

**With no further business, the meeting closed at 9.30pm**

**The Parish Council AGM will be at 7pm on Thursday 10<sup>th</sup> May 2012 before the next Parish Council meeting will be on at 7.30pm in the Village Hall**