

## CASTLE ACRE PARISH COUNCIL

Minutes of the Parish Council meeting held in the village hall on Thursday 12 November 2015:

Present: Mr T Hubbard (TH) Mr M Hickey (MH) Chairman  
Mr Richard Read (RR) Mr Jim Moriarty (JM)  
Mr Neil Patrick (NP) Mr L Fisher (LF) Vice-Chairman

In attendance: Ms L Roast (Clerk), 3 members of the public

Apologies: Mr Sean Allen (SA), Ms Charlie Williams (CW), Mrs H Breach (HB)

### 80 Minutes of PC meeting Thursday 8 October.

Mr Neil Patrick proposed approval, Mr Jim Moriarty seconded. Agreed.

### 81 Actions from previous meeting:

#### 15 Code of Conduct, Pecuniary Interest and Election Expenses forms.

Agreed to send forms without CW's submission.

23 **Litter Bins, Stocks Green/Castle car park** – JM reported. BCKLWN has an agreement with KIER, the refuse contractors, that all replacement bins must be capable of containing a 140l or 240l wheeled bin for the collection of waste. The council contact, Nathan Johnson, will reassess the type of bins suitable for Stocks Green on his next site visit. JM confirmed that the existing bins on Stocks Green must be replaced and that he still favoured a bigger bin at the castle. The PC will probably have to pay for new bin housings.

34 **School Garden allotments boundary update** – RR is liaising with Will Fletcher of Historic England (English Heritage). Work on the boundary will be completed by the end of this financial year.

**Playground Cottage allotment fence** – the boundary fence south of Playground Cottage will be removed by mid-November.

40 **Pruning trees at the playing field entrance, removing vegetation along North Street alley** – Clerk to check that the work at the North Street alley is complete.

61 **Bailey Gate Posts** – still waiting for Highways to make a site visit.

**Christmas tree lights** – to be positioned on the three small trees at Stocks Green at the Bailey Gate end. NP has donated £50 towards the total cost of £144 and will also install them on 1 December. Cllrs expressed their appreciation.

64 **Remembrance Sunday Wreath** – Donation of £2 paid by JM. HB and CW still to pay.

67 **Rangers visit/ Priory Field verge** – Highways has still not cut the verge – MH to chase.

73 **Transparency code** – MH reported on the NALCC meeting at County Hall that he and the Clerk attended. Government funds are available for any added website costs to publicise the code. The webmaster has been briefed – MH waiting for quote.

82 **5 Year Action Plan/Through Traffic Plan.** A resident commented favourably on vehicles slowing down in response to the SAM2 flashing speed sign positioned in Newton Road. RR has the speed data information stored on his computer that still requires analysis.

**St James Green Trod** – the build cost was originally quoted as £3,550, with NCC subsidising 50%. The actual cost is £2,881, a saving of £729, half of which, £365, will be credited to CAPC.

**The Community Speedwatch Group.** No response to the appeal in the Nar Valley News for more volunteers – Clerk to put a third call in next month's edition.

**83 Health & Safety.** The PC agreed that all major village trees will require regular checks every two to three years. An increase in the 2016/17 budget expenditure should reflect this.

**84 Matters requested by Councillors.**

**2016/17 new expenditure proposals** – MH suggested: a new dog poo waste bin off Bailey Street, the Priory Road verge to be included in the grass cutting contract for strimming twice a year, a reserve for the new bus shelter (the construction costs will be covered during the Costcutter shop extension), new litter bin housing for St James' Green and at the Castle car park. Other Cllrs proposals: new entrance gate on school garden allotments, maintenance of the two village gates.

**Horticultural Society bulb planting around the village** – both TH & MH declared an interest. Sally Hubbard presented to the PC. Hort: Soc: received donations from the Open Gardens scheme and The Wicken and would like to use some of the funds to plant a mixture of daffodil bulbs around the village, initially on East Green and St James Green while ensuring that the bulbs would not be in the path of the grass cutters. The plantings would form an ongoing considered scheme over four or five years; future areas for planting could include the village gates in a sleeper edged bed (or similar) and at the new bus shelter. LF and RR considered that this is an excellent proposal. All agreed to support the bulb planting.

**Back Lane and School grit bins** – the original estimate was £275 but the actual cost is now £309.60 inc: VAT. Their placements were confirmed as by the entrance to the school road and at the corner of Little Lane and Back Lane. Purchase approval agreed.

**Mayor's Civic Awards for Voluntary Service** – Cllrs asked to consider any nominations for the December meeting and to let the Clerk know in advance by email.

**Policy review on donation requests from external bodies.** Councils are legally permitted to spend £7.36 per registered elector (693) on donations to outside groups/bodies. MH asked whether the PC should have a donation fund. The PC agreed that it would be difficult to choose which bodies out of so many were worthy of a donation and that it is not for CAPC to spend tax payers money in this way. The Clerk to reply to requests with a standard letter saying no donations are given out by Castle Acre Parish Council. The PC agreed unanimously.

**Village defibrillator** – Funding of £1 million is available to local council bodies for free defibrillators, defibrillator cabinets and CPR training. Defibrillators should preferably be available to use 24/7. MH asked whether this would benefit the village. After discussion, it was agreed the Clerk should apply for funding and if successful, further thought would be put to where the unit might be best placed. The Clerk to check whether the cabinet is keypad operated.

**85 Planning**

**LDF Update** – JM reported on the Local Plan public examination, including a review of Castle Acre's preferred option sites.

JM then declared an interest.

**Massingham Road hybrid application** - MH reported that the Conservation Officer was unhappy with four individual designs and had insisted that the developer makes the proposed dwellings No. 3&4 match the dwellings 1&2, in the face of twelve months' negotiation between CAPC and the developer to agree on different exemplar designs that would set a

standard for the eleven dwellings on the Holkham Estate land behind. The amended drawings are not yet on the Borough website. CAPC expects to be consulted. The hybrid plan would not go to the planning committee until January. MH reported on his telephone conversation with Lord Leicester who is sympathetic to CAPC's request that Holkham Estate submit a full planning application with building designs and materials, agreed with CAPC, before selling the building land to a developer.

## 86 Correspondence

**Small schools review.** A copy of NCC's questionnaire 'A good school for every Norfolk learner' was sent to CAPC. Noted that the school will become an academy as part of the Diocese group of schools. JM stated that until any feedback was known from parents, the PC can't take a view on the change.

## 87 Reports

**Martin Hickey – Highways** – outstanding: Archer Lane corner, St James Green post, Priory Road verge cutting.

**Castle Acre School** – no report

**Friends of Castle Acre School** – no report

**Village Hall** – Community Payback Unit was employed to do some work including a brick pad at the back entrance. The next event is A Christmas Carol by The Keepers Daughter theatre group on Saturday 12 December.

**Castle Acre Playing Field** – MH reported that all subs are paid. Now the football team is promoted to a higher league, it must offer improved washing/changing facilities. A temporary solution will be to borrow a contained unit from Abels that can be linked to the pavilion utilities.

**Borough Council** – JM reported that devolution is the big story at the council that could bring million pounds of funding from Whitehall into the region. It would then require unanimous approval from all district councils on how to spend it.

## 88 Accounts

The following cheques were signed - payments were proposed for approval by Mr L Fisher and seconded by Mr J Moriarty: FCC Recycling (UK) Ltd £ 34.90 (inc: VAT 5.82), E.on Energy (electricity) £ 63.37 (inc £3.02 VAT), Greenman Woodlands (playing field and North Street alley) £200.00, TTSR Ltd (grass cutting 2<sup>nd</sup> installment) £692.47 (inc: £115.41 VAT), Linda Roast (repayment for Christmas lights) £143.98 (inc: £24.00 VAT), K&M Lighting Services (Pales Green and Bailey Street lights) £144.00 (inc: £24 VAT), Holkham Estates (Agri allotment final charge plus land rent) £1,911.00, Mazars (external audit fee) £120.00 (inc: £20 VAT), Norfolk Association of Local Councils (attending briefing) £15.00, Gary Lake (playing field grass cutting 2<sup>nd</sup> installment) £ 950.00 Richard Read (locks for SAM2 unit) £13.98 (inc: £1.99 VAT)

## 89 Village Maintenance

**Ash Trees in North Street alley** – TH reported that the owner of the bungalow was concerned about the eight ash trees on her border. TH spoke to the BCKLWN tree officer who confirmed that the trees were in the Conservation area and are thus treated as TPOs (tree preservation order). Three contractors are quoting for removing dead wood and two heavy branches overhanging the bungalow as well as tidying the bases and arisings. All three contractors agreed that the trees were in good condition. Should they need to be cut down (damaged, ash die back?), planning permission will be required and new trees planted.

**Leaves in Stocks Green Bins** – JM asked that a note be put in the Nar Valley News asking residents not to put leaves in the public litter bins following a complaint from the refuse contractor.

**The Priory perimeter wall** – the lime mortar on some of the wall is being replaced.

**90 Public Question Time** – A resident asked JM when the LDF public enquiry would finish. JM replied this would be in early December when the Inspector would leave to consider his report, although he could come back with further recommendations. If all went smoothly, this could be March/April 2016. Should further debate be requested, the process could be lengthier.

The meeting closed at 9.20pm. The next full Parish Council meeting is at 7.30pm on Thursday 10 December in the village hall.