

The Meeting of the Parish Council was held on Monday the 11th day of FEBRUARY 2019 at the Royal British Legion, Long Lane – commencing 7.30 pm

COUNCILLORS PRESENT: Messrs Rayner (Chair), Cooper, Storey and Studd, Mrs Arnold, Mrs Bane, Mrs Enefer-Harrison and Mrs McGeeney. Also present 4 members of the public and PC Lee Anderton (Western District Engagement Officer, Norfolk Constabulary).

APOLOGIES: Apologies received from Mr Cock, Mr Lambert and Mr Leamon.

DECLARATIONS OF INTEREST: None.

MINUTES: Minutes of the last meeting were taken as read, agreed and duly signed by the Chairman.

PUBLIC SPEAKING: The meeting was suspended for 6 minutes to allow members of the public to speak.

PC Lee Anderton was present at the meeting having been invited by the Chair, to discuss crime reports relating to Feltwell. He said that in the last two months, 28 crimes have been committed in the Denton Ward, most of which are hare-coursing. He urged residents to report crimes to the Police via their website www.norfolk.police.uk as many are uploaded on Social Media but not reported and therefore not recorded. He said the Police will look at all incidents if there are lines of enquiry they can follow up. He said phone scams are increasing and should be reported to Action Fraud via their website. Clerk will put this information in the Parish Magazine.

MATTERS ARISING

1. RAF Feltwell – Clerk has received Drone Code. Due to Squadron Leader Neild's retirement and holiday leave, the new Squadron Leader should take the post in May.

2. SNT – The few Police Connect emails received have been circulated.

3. Risk Assessment – Mr Storey read out his inspection for January. He said the ivy on the concrete posts surrounding the field need to be dealt with, there is moss and weeds on the tennis court and the chalk wall still hasn't been repaired. Clerk to speak to Handyman about removing the moss and ivy. Clerk has written to the owner of the wall but noticed the property was empty and on the market. Mr Storey suggested writing to the owner again, advising that the wall needed repair and if the work wasn't carried out within four weeks then the Parish Council would undertake this work and forward all costs on to them. Mr Studd asked if the area should be cordoned off but Mr Storey said the chalk work wasn't loose. Mr Storey also said the large conifer trees should be cut back now and agreed to discuss what exactly needed to be done with Mr Willett of Denver Tree Services and liaise with the Clerk so she can obtain other prices. Overall though, Mr Storey said the field and the grass were probably in the best condition he'd seen them. Mr Rayner carried out the February inspection report earlier today. He said there were two large heaps of chalk that needed clearing and the large metal pole was still in situ behind the Changing Rooms. Clerk to speak with FC teams. There is graffiti on the inside of the teen shelter which Clerk will ask Handyman to clean off. Mr Rayner seconded Mr Storey's opinion of the field, stating that it was in immaculate condition and Mrs McGeeney said a 'thank you' should go in the Parish Magazine to all users of the field for keeping it this way. Clerk will write to Parish Magazine. Mr Lambert to carry out the next inspection.

4. Balance Sheet – No queries.

MATTERS ARISING (CONT)

5. Allotment Pest Control – Reports received for January. Mr Storey asked if the present contractor's vermin control included foxes. Mr Rayner said he was just contracted to control rodents.

6. NALC – Weekly newsletters and updates have been circulated. Clerk attended the Elections course and said it was very informative.

7. Briefing sessions (i) Local Plan – Site Allocations & Development Management Policies Development Plan Document (ii) 5 year land supply – No further news. Mr Storey is attending an event regarding Stone Curlew at the end of the month and will report back at the next meeting.

8. Street Light Replacement – 10 new LED lights have been installed, only two were replaced at Newcombe Drive as one had already been replaced when it needed repairing last year. There have been some issues with the Indo Air lanterns installed by K&M Lighting and T T Jones have charged a £30 labour charge as these are 'manufacturer' issues which they cannot repair. Clerk has spoken with the manufacturer who is looking into this with a view to reimburse these charges. K&M Lighting have said they will repair any they installed free of charge.

9. Ranger Visit – As no work was put forward for the Rangers visit w/c 7/1/19, they did not carry out any work. Next visit is w/c 1/4/19. Paths and alleyways need sweeping, 'Feltwell' signs need cleaning as do the reflector poles along Southery Road. Clerk will email Rangers.

10. Hedge Removal rear of Edmund Moundeford Road – Fence has not yet been installed. Clerk to contact Orbit.

11. Additional Post Boxes – Royal Mail are still investigating why the post box along The Beck is not operational.

12. Parish Partnership Scheme – Nothing further until March 2019.

13. Locality Budget – Mr Storey said he will meet with Highways to discuss the possibility of a 'Lollipop Lady' and a 20mph sign along The Beck.

14. Hedges – Clerk has spoken with Highways who said they had not advised Orbit that the fence was Highways responsibility. They have since written to Orbit, copying in the Parish Council, stating that the hedge belongs to Orbit as it is on their land. Clerk to await response from Orbit.

15. Alleyway – Alleyway was repaired today. Mr Storey will inspect it and if all is satisfactory, payment will be made at the next meeting.

16. Overgrown Hedges – 6 Newcombe Drive still has not been cut back. Clerk to contact owner.

17. Planning Breach – Hall Farm – Clerk said Planning Enforcement advised that the planning agent had a site meeting a few weeks ago and "progress was being made". However, a property which one of the gates gives access to has since gone on the market. Clerk has written to Planning Enforcement again to advise them of this and reiterate that the two gateways would only encourage people to park outside this development where there is

MATTERS ARISING (CONT)

already parking issues along a busy road, and opposite a bus stop and new development access. Mrs McGeeney suggested contacting the Estate Agent as the property is being misrepresented. Clerk to contact Estate Agent. Mr Storey said he would speak with Mr Bates about this.

18. Village Sign – Clerk said sign will be repaired in the next few weeks.

19. T T Jones Electrical Ltd – Column Replacement & Electrical Testing – Clerk said she had spoken with Jon Frith & Partners who were structural engineers. They will survey all concrete lamp-posts at a cost of £150 + VAT and will advise any requirements going forward. Mr Storey proposed Jon Frith & Partners survey the concrete posts, Mrs Enefer-Harrison seconded, all in favour.

20. Review Grass Maintenance Contract – Four tenders have been received which Clerk presented to the meeting. Mr Rayner said the current contractors, Hamill & Sons, had provided an excellent service last season and that although they were not the cheapest (£3500 + VAT), this should be taken into consideration. Two tenders were received from contractors used in the past and although these were cheaper, complaints regarding St Nicholas Churchyard were received during the periods they were employed. The fourth tender was at least four times the price of Hamill & Sons. It was generally felt that Hamill & Sons took great pride in their work and that as no complaints were received during last season, they should be awarded the contract. Mrs Enefer-Harrison proposed awarding the grass maintenance contract this season to Hamill & Sons, Mrs Bane seconded, all in favour. Clerk to contact Hamill & Sons and the three other contractors.

21. Highways – Mr Storey said the work carried out at the junction of Long Lane/Central Garage was of a high standard and proposed writing to Highways thanking them for this, Mrs Bane seconded, all in favour. Clerk to write to Andrew Wallace and Karl Rands.

22. Bridleway – Both Mr Lambert and Mr Leamon were not present at the meeting.

23. Brandon Town FC Request – Mr Studd proposed renting out the Changing Rooms to Brandon Town FC at a charge of £25/game, Mr Cooper seconded, all in favour.

24. Appointing Internal Auditor – Clerk said she had contacted three companies for a quotation but only TWR Accountants had replied with their quotation of £275 + VAT. Mr Storey suggested the Clerk contact Southery Parish Council as he believed they had appointed someone much cheaper than this. Clerk will contact Southery Parish Council.

25. Request for SAM2 Information – The editor of the Parish Magazine has asked if he can collate and publicise information collected by the SAM2 in the Parish Magazine. Mr Rayner said he had stopped downloading information from the SAM2 as the Police had no-one to analyse it to but that he was happy to send this to the editor for publication. Mrs McGeeney proposed publicising the information in the Parish Magazine, Mr Storey seconded, all in favour. Mr Rayner to liaise with the editor.

CORRESPONDENCE

26. Police Connect - Emails received and circulated

27. NCC – Emails – Four Norfolk County Council farms available for tenancy; Campaign launched today aims to SCRAP fly-tipping in Norfolk; Search is on to find Norfolk's apprentice of the year

CORRESPONDENCE (CONT)

28. Sq Leader Jeremy Neild, RAF Lakenheath – Email –UK Drone Code (displayed on Feltwell Community Facebook Page)
29. TWR Accountants – February Tax Tips & Newsletter
30. E.ON – Emails – Invitation to Local Government Forum
31. Community Action Norfolk – Emails – Funding News, Jobs & Sector Newsletters
32. Early Help Children's Services – Emails – Early Help & Services Directory & Monthly Bulletin February 2019; Half Term Activities
33. Barclays Bank - Downham Market Branch closing 3/5/19
34. Rural Norfolk – Email – Network Bulletin February 2019; Rural Funding Digest
35. NHS – Email – West Norfolk CCG Patient & Stakeholder Newsletter
36. HMRC – Email – Employer Advice Bulletin
37. British Red Cross – Email – Request for help
38. Scope – Email – Request for site for textile recycling bank
39. UKPN – Email – Invitation to Local Government Forum; Storm Erik
40. Brochures – Parish Magazine

41. **CHEQUES** – Were signed for the following – J Martin £58.24, S Sargent £73.60, Cash £10.00, Viridor £129.60, E.ON £436.94, Berryman £18.00, Post Office (SSE) £96.13, T T Jones Electrical £124.15, NPFA £25.00, NALC £36.00, Mr Signs £138.72, Mrs B McGeeney £52.00, John Rolph £50.00. Standing order to Mrs J Martin £813.19, direct debit to BT £49.86.

42. **PLANNING**

Mr Jeremy Baldwin: Reinstate pitched roof at 41 Long Lane, Feltwell – NO OBJECTION;
Mrs Tiffany Smith: Double garage/car port and car parking to south of barn at Brea Barn, 4B Hill Street, Feltwell – NO OBJECTION.

ANY OTHER BUSINESS

43. Highways – Roadsweeper should be here in 6 weeks but has been delayed due to gritters. Mr Storey said that from October to the end of January, the gritters have covered 2200 miles in Norfolk, having completed 37 runs in salt. Several cars are being parked on the green of Addison Close by the new owners of a property on Lodge Road. Clerk to write to owners.

44. Barclays Bank Branch Closure – Clerk said the Downham Market branch is closing 3rd May 2019 and that she will now have to claim fuel costs for having to travel further afield to King's Lynn or Thetford to carry out banking requirements such as withdrawing petty cash. She will explore if banking business cheques can be carried out at the village Post Office.

45. Annual Playground Inspection – Clerk will obtain prices for the annual playground inspection.

46. Review Allotment Terms of Reference – next meeting

47. Review Financial Standing Orders – next meeting

Next meeting to be held on Monday 11th March 2019 at 7.30 pm at the British Legion.

Meeting declared closed 9.28 pm.