

The Meeting of the Parish Council was held on Monday the 8th day of JULY 2019 at the Royal British Legion, Long Lane – commencing 7.30 pm

COUNCILLORS PRESENT: Messrs Rayner (Chair), Lambert (Vice-Chair), Cock, Cole, and Studd, Mrs Arnold and Mrs Bane. Also present 9 members of the public and Squadron Leader Turnbull.

APOLOGIES: Apologies were received from Mr Edwards, Mrs Enefer-Harrison, Mrs McGeeney and Mr Storey.

DECLARATIONS OF INTEREST: None.

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

PUBLIC SPEAKING: The meeting was suspended for 14 minutes to allow members of the public to speak.

MATTERS ARISING

1. **RAF Feltwell** – Sq Leader Jamie Turnbull introduced himself as the new RAF Commander for Lakenheath and Feltwell. He said the new electrical power supply work on the A1065 will be completed this month and fencing work has started today on Wilton Road. During Public Speaking, two residents had complained about the trees and vegetation from Portal Close grossly overgrowing the boundaries of their properties on Manor Park Estate. Sq Leader said he would take their details and get this addressed. Sq Leader departed the meeting at 7.50 pm.

2. **SNT** – Police Connect emails are circulated but nothing relating to Feltwell has been received.

3. **Risk Assessment** – Mrs Bane carried out the inspection during the day and said the lines on the tennis court needed a repaint. The wooden picnic bench needs treating and is wobbly and the plastic bench needs some slats reattaching to the seat. Clerk to speak with Handyman about these issues. Otherwise the field was tidy and in good condition. Clerk read out two prices for replacing the zip wire, the cheapest being £574.96 + VAT from Fenland Leisure. Mrs Bane proposed accepting this price, Mr Cock seconded, all in favour. Clerk to organise. Mr Lambert said the verges from the cub hut to the car park gate need trimming back and from the gate to the corner of Paynes Lane, however the verges in front of the properties from this point to Corner House could just be trimmed and faced up. Grubs around the perimeter need clearing, Clerk to speak to Highways. Having been let down by Playmaintain, Fenland Leisure carried out the annual operation inspection of the play equipment as a gesture of goodwill and the report was forwarded to all Councillors. Nothing ‘High Risk’ was flagged up although Mr Cock suggested Councillors meet at the field to assess issues raised within the report. Mr Cock to carry out the next inspection.

4. **Balance Sheet** – No queries.

5. **Allotment Pest Control** – Reports received for May and June.

6. **NALC** – Mr Rayner said he could not attend the first day of the Parish Councillor Training sessions on 16th September so at his own expense would rebook this at Wereham Village Hall for 9th September. Delegates attending this two-day course at the British Legion on 16th and 19th September must confirm their attendance 10 days beforehand.

MATTERS ARISING (CONT)

7. Briefing sessions (i) Local Plan – Site Allocations & Development Management Policies Development Plan Document (ii) 5 year land supply – No further news.

8. Street Light Replacement – 9 LED street lights have been replaced.

9. Ranger Visit – Next Ranger visit scheduled for July, no report received as yet.

10. Parish Partnership Scheme – Clerk said Westcotec installed the bus shelter 25th and 26th June 2019. NCC are running this scheme again for 2020/21, deadline for bids is 6th December 2019. Mr Lambert suggested replacing another bus shelter.

11. Locality Budget – No update re flashing 20mph sign as Mr Storey was absent.

12. Village Sign – Clerk said quote from East Coast Castings was £550.00 + VAT plus painting and fitting. Clerk had been contacted by Graham Simons who said he could possibly remake the original crook and sabre in wood and had subsequently submitted a quotation of £89.72 for materials only, his time would be free of charge. Whilst the Councillors thought this was a very kind gesture, it was suggested that the Clerk contact Barry Batten who was a known wood carver. This was thought to be particularly meaningful as he is the widow of the previous Chair, Jane Batten. Clerk to contact Mr Batten.

13. T T Jones Electrical Ltd – Column Replacement & Electrical Testing – Clerk read out two prices for replacement galvanized steel columns, the cheapest was £1456 + VAT from T T Jones Electrical Ltd. Mr Rayner proposed making a claim on the insurance as suggested during Public Speaking, Mrs Bane seconded, all in favour. Clerk to contact Zurich Insurance.

14. Allotment Monthly Walkabout – This took place Monday 24th June and Mr Cock said he had since rotavated a couple of vacant plots. However a big clean up is needed on other allotments. Clerk has written to six tenants asking if they wish to relinquish their allotments. This will be discussed at the next Allotment Committee Meeting.

15. Senior FC – Mrs Peckham, Treasurer, spoke on Mr Peckham's behalf during Public Speaking and said there has been a delay with the drawings but hoped they would be available for the next meeting. She said the Charity Football Match in memory of Lefty Wright raised £435 towards Cancer Research.

16. Summers Fair – Clerk said she had received a text message from Mr Summers that morning stating that due to unforeseen circumstances, the fair would have to be cancelled and rescheduled for late August/September. Clerk has posted this on the Facebook Village Community Page and said lots of people were disappointed.

17. Cllr Martin Storey Report – During Public Speaking, a resident asked if any of the Councillors had been contacted as part of an NCC survey being carried out to obtain Norfolk residents opinions of the services they provide. Mr Lambert said he had had a telephone call. Mr Storey was not present to comment.

18. Fete Committee Donation Request – During Public Speaking, Mrs Wilson announced a grand total raised of £1280.79. Mr Rayner thanked her, Mrs Gray and the Clerk for organising this event which he felt was a great success. He also thanked Mrs Bane for organising the Parish Council's float.

MATTERS ARISING (CONT)

19. Donation Request from St Mary's PCC – Clerk read out email received from Mrs Garland thanking the Parish Council for their support and stating she would advise of any successful funding applications.

20. Thank You – Clerk said plaque is on order. Mr Lambert said he would paint the bench and then a concrete pad needed to be laid at the playing field.

21. Review of Committees – Clerk had had a response from the Charity Commission stating that Mr Cooper could remain on the Rawlins Charity. Clerk will contact Barry Hawkins re the Fuel Allotment Committee.

22. Matters Arising from Allotment Tenants' Meeting (Water Supply) – To be discussed at the next Allotment Committee Meeting.

23. Signatory – Chair signed the paperwork and the Clerk will send this to Barclays Bank.

24. Allotment Committee Meetings – Date for next meeting confirmed as 15th July 2019.

25. New Defibrillator Pads – Mr Rayner said these are on order. He also said the defibrillator had been activated within the last two weeks and taken to a scene although was not used.

26. SAM2 Post – Mr Rayner said this is on order.

27. Highways – Clerk had been informed that the roadsweeper that was in the village recently wasn't a Borough Council sweeper. She was waiting for a response from the Clean-Up Team regarding date of the next sweep and a future schedule for this.

28. Oak Garden – As Oak Garden is not owned by the Parish Council, Clerk to ascertain whether the Parish Council's Public Liability Insurance would cover Councillors to cut this. Several Councillors said they did not wish to participate in cutting this grass so Mr Rayner will speak to Mr Storey about a recut as the grass here is long again. During Public Speaking, a resident had expressed concern regarding cracks which have appeared in the wall surrounding Oak Garden, Clerk will speak to NCC.

29. Tree - Old Methwold Road – Clerk said Richard Fisher had confirmed the Horse Chestnut Tree does have a TPO although Mrs Arnold had also made enquiries and said she had been advised the tree had not. Clerk to speak with Mr Fisher to confirm which trees have TPOs.

30. Village Bonfire & Fireworks – It was decided to shelve this idea for the time being.

31. Street Light Maintenance Contract Renewal – Clerk read out three prices; the most competitive was submitted by the current contractor, T T Jones Electrical, at £521.50 + VAT. Mr Lambert proposed renewing with T T Jones Electrical, Mr Studd seconded, all in favour. Clerk to renew contract with T T Jones Electrical.

32. Street Signage – Clerk read out email from Mr Edwards which he sent to her prior to the meeting, expressing his concern regarding street signage in the village. He said vehicles are repeatedly turning left out of Mulberry Close onto High Street which is a one way road in the opposite direction. He believes that large white arrows need to be painted along High Street to its junction with Long Lane. He also thinks painted road markings reading "NO ENTRY" along with solid white lines and red and white "NO ENTRY" signs should be placed at the Mulberry Close junction. Clerk to speak with Andy Wallace.

MATTERS ARISING (CONT)

33. Review Changing Room Hire Rates – Last year, as in previous years, the cost of running the Changing Rooms outweighed the income from hiring them out although the Clerk said she had received a credit from Anglian Water for the over-estimated reading recently and that the heating had been on throughout the year which wasn't necessary and has now been altered. Mr Cock said the village has always subsidised sport in the village and believed this should continue. Mr Studd said he felt the teams should pay for the utilities used. Mrs Bane proposed increasing the rent by £5/home game for each team (Under 12's, Under 16's and the Senior Team), Mr Cock seconded, 5 Councillors in favour, 1 abstained. Motion carried, Clerk to advise Football Managers of these increases.

CORRESPONDENCE

- 34. Police Connect - Emails received and circulated
- 35. RAF Lakenheath – Email – Notification of 6 detonations at RAF Feltwell 28/6/19 (Village Community Facebook page, Feltwell Forum Facebook page and PC website)
- 36. RAF Mildenhall – Email – New Mayors & Chairs BBQ (Mr Rayner and Mrs Arnold attending); F-35 Groundbreaking Event Invitation (Mr Rayner and Mr Cock attending)
- 37. Norfolk County Council – Email – 'Pregnant smokers encouraged to quit to help protect their baby's health'; New SEND strategy for Norfolk; Preferred route recommendation for Norwich Western Link published
- 38. TWR Accountants – Email – Newsletter and Tax Tips (June)
- 39. PC Lee Anderton – Email – Newsletter (June)
- 40. SLCC – Email – Reminder: Invitation to attend NLC Conference 12/7/19
- 41. Community Action Norfolk – Emails – Funding, Events & Sector Newsletters; West Norfolk Advice Surgeries and Training Sessions
- 42. London Hearts – Email - Defibrillator Appeal for West Norfolk Parish Councils
- 43. West Norfolk Clinical Commissioning Group – Email - Blog by Dr Paul Williams; Annual General Meeting - 1 August 2019
- 44. Rural Services Network – Funding Digest (July)
- 45. Early Help Children's Services – Email – July Bulletin & Service Directory
- 46. Sport England – Email – Active Places Newsletter (July)
- 47. Creative Play – Letter – Promoting play and exercise equipment
- 48. EON – Email – Monthly Marketing Report (June)
- 49. Brochures – Parish Magazine, Clerks & Councils Direct
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- 50. **CHEQUES** – July cheques were signed for the following – S Sargent £77.07, Cash £50.00, Viridor £147.17, T T Jones Electrical £1834.39, John Rolph £100.00, URM £27.00, HMRC £199.51, Community Heartbeat Trust £81.00, J Martin £138.53, R H Maintenance & Landscapes £787.50, BCKLWN £96.51, E.ON £481.97. Standing order to J Martin £813.19, direct debit to BT £51.54.

Clerk asked if her standing order could be amended to £846.47 in line with her monthly salary. Mr Rayner proposed amending the standing order, all in favour. A letter to Barclays was signed by Mr Rayner, Mr Cock and Mr Lambert to authorise this.

As there was no August Meeting, cheques were signed 12/8/19 by Mr Rayner, Mr Lambert and Mrs McGeeney for the following – J Martin £33.50, S Sargent £164.20, Viridor £129.60, R H Maintenance & Landscapes £525.00, E.ON £498.04, Post Office (SSE) £91.70, Frith Blake Consulting £252.00, Fenland Leisure Products £691.15, URM £37.80, T T Jones Electrical £52.15. Standing order to J Martin £846.47 and direct debit to BT £51.24.

51. **PLANNING**

Clerk read out email from John Brigham representing Linden Pallets in preparation for a planning application they will submit to Norfolk County Council re Feltwell Quarry.

ANY OTHER BUSINESS

52. Highways – During Public Speaking, a resident reported the groups along Old Brandon Road need clearing and the grass verges need trimming back. Another resident said the brambles at Short Lane (near the junction with Long Lane) needed trimming back. Pothole along Paynes Lane near the junction with Wilton Road needs repairing. Clerk said she had already reported these issues but would contact Highways again. Another resident asked if there was any way SatNav companies could be contacted to stop drivers being directed down Munsons Lane from Hythe Road. Mr Rayner said this road was unadopted so the legalities may have to be looked at. Clerk will make enquiries. ‘Give Way’ Sign is facing the wrong way at Oak Garden and needs turning to face Oak Street. Clerk to speak to Highways.

53. Footpath – Mr Rayner said he had contacted Andy Wallace regarding a complaint received from a resident who had an accident in her wheelchair which she believed pertained to the narrow width of the footpath that runs from the Almshouses to the Doctor’s Surgery. Mr Rayner said he had spoken with Karl Rands about the width of this footpath last year so can only keep making Highways aware of any incidents relating to it.

54. Lodge Road Closure – Clerk advised impending closure of Lodge Road 22nd – 28th July 2019 because of works connecting mains to a property.

55. Hedge – Wilton Road – Mrs Bane said the hedge needs cutting, Clerk to contact Orbit.

56. Hedge – East Hall – Mr Rayner said following a complaint from an East Hall resident, the owner of a property near the East Hall junction with Lodge Road had been asked to cut their hedge. The owner willingly obliged but the resident has since asked if it can be cut back further. Highways have been asked to ascertain whether this needs cutting back further on their next visit to the village.

57. Fence – Following the fete, Mr Rayner would like to increase the width of the vehicle entrance from the car park onto the playing field. To be discussed at the next meeting.

Next meeting to be held on Monday 9th September 2019 at 7.30 pm at the British Legion.
Meeting declared closed 9.21 pm.

Planning Applications received outside of meeting dates:-

Hall & Techneat Developments: Variation of condition 2 of planning permission 12/00514/FM at The Coach House (Plot 10) Hall Farm Close – NO OBJECTIONS. 6 Parish Councillors approved, 4 refused.

Mr S Ramsay: Proposed two-storey extension and part division of existing store/hobby room to form a gym area, sauna and day room at 11 Oak Street – NO OBJECTIONS. 9 Parish Councillors approved, 1 refused.

MINUTE 1581

E W Porter & Son: Extension to the side of the bungalow at 4 Old Methwold Road –
NO OBJECTIONS. 8 Parish Councillors approved, Mr Rayner declared an interest and abstained.

Mr J Bracken: Construction of attached garage and rear patio doors at 20 Paynes Lane
– NO OBJECTIONS. 9 Parish Councillors approved.

Mr & Mrs Tinsley: VARIATION OF CONDITION 2 OF PLANNING PERMISSION
12/01679/F: Change of use of furniture showrooms and interior design studio to 4
residential cottages including partial demolition, alterations and extensions at 3 Short
Beck – NO OBJECTIONS, 8 Parish Councillors approved.