

**MINUTES OF THE MEETING OF HAINFORD PARISH COUNCIL HELD ON
WEDNESDAY 13th FEBRUARY 2013 AT THE VILLAGE HALL**

Present: Cllr A Cowles (Chair)
Cllr S Fuller
Cllr R Crisp
Cllr S Howes
Cllr L Rogers
Cllr H Pointer
Cllr A Southgate
K Medler (Clerk)

In attendance: District Cllr P Carrick
Cllr S Vincent (Planning Portfolio
Holder BDC)

Parishioners: 3

1. APOLOGIES

Apologies were received from County Cllr T Williams.

2. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

There were no declarations of interest. The Chairman explained that at the last meeting he declared an interest under item 5b however having spoken to BDC, under the new rules the Parish Council could grant him a dispensation, which would allow him to continue to Chair the meeting and participate in discussions although not vote, should they feel it appropriate. The Clerk explained that there are two circumstances under which the Council could grant the dispensation: i) that the Council considers that the dispensation is in the interests of persons living in the Councils area and ii) that the Council considers that it is otherwise appropriate to grant a dispensation. It was unanimously agreed to grant a dispensation under i) for this subject until the next election (May 2015).

3. MINUTES OF THE LAST MEETING

The minutes of the meeting held on Wednesday 16th January 2013 were agreed by all and signed by the Chairman.

4. REPORT ON MATTERS ARISING FROM THE MINUTES, NOT ON THE AGENDA

a. Village Games 2013

The Chairman reminded the meeting that all information concerning future events was, and will be, published in the Parish News.

b. Lay-by on A140

Cllr A Southgate passed on the thanks of the resident who raised this issue.

5. MATTERS FOR DISCUSSION AND ACTION

a. Play equipment in the Village

i) The Clerk advised she spoke to Insurers on 17th January and explained that two Councillors have been on a play equipment inspection training course with the remaining five having been given copies of the notes from the course. Whilst inspections have been carried out on a monthly basis the play area has now been closed as it was considered to be unsafe. Insurers said the area should be inspected by a professional again, especially if the Council is unhappy with the report provided earlier in the year. Insurers recommended a Company and confirmed they will be happy for the Council to be guided by the advice given by them. Insurers also confirmed that Councillors do not have to worry about their ability to assess the equipment as Insurers are aware that Councilors are volunteers and can only provide a 'common sense' assessment. If a problem is missed and someone gets hurt, the Insurance Policy is there to deal with any claim. The inspection sheets completed by Councillors are really to record that the equipment/area has been checked on a regular basis, should a claim arise. The weekly inspection need only be a quick visual check, not a full in depth inspection. It is acceptable for members of the community to complete this check and they do not need to be trained to do this although again a record must be kept to prove an inspection was completed. Insurers will note that the Play Area is closed and asked that they are kept informed of the outcome of the inspection and when the park is opened again. The Clerk has chased the inspection company again today for a date and was advised this is not likely to be until March as the bad weather across the Country has meant they have had to reschedule appointments which is causing delays. The inspectors will contact the Clerk when an exact date is known.

ii) Teresa Watker explained that she had now received a suggested plan for the play area, which Playdale have put together based on the information collated by Sally Fletcher, totaling just over £56,000. This price does include an item for the rear of the Millennium Car Park but this can be removed if the Diocese won't allow it. All equipment is guaranteed for 20 years. The general surface in the area would be grass but under each item

of equipment there would be a grass lock system. The children were shown the plans today in School and liked the ideas but would still like some monkey bars so Teresa will see if these can be added in. The Parish Council viewed the artist's impression and agreed that the type of equipment detailed seemed to be what was required. Teresa will obtain two further quotes for comparison based on the plan provided and feels the Parish Council now need to start looking at obtaining funding. It was agreed the Clerk will make enquiries and put a list together for the next meeting. Teresa advised that it would be possible to do the area in phases, if required, whilst full funding is obtained. The Clerk advised Horsham and Newton St Faiths are currently looking at improving their play area and are holding an event 'Party in the Park' on 30th March from 12:00 to 16:00 on Newton Street for people to go along and take part in activities and see displays by providers that they have asked to tender for the improvements – all are welcome. The Clerk has put up posters in the notice boards and asked Carolyn to print in the next magazine. Teresa will see if she can distribute to parents at the School as it could be of benefit to Hainford to see what they are doing. The Chairman thanked Teresa and everyone who had helped for the work they had done so far on this and said that the Parish Council were committed to reopening the current Play Area as soon as it was cleared as safe so to do by the inspection company suggested by the Insurers.

Teresa left the meeting at 20:10

b. Finance

i) The following accounts were presented for payment and were approved:

Mrs. K Medler (Expenses)	£33.15
Village Hall & Recreation Ground (Grant)	£5000.00

The Clerks standing order was paid on the 5th February 2013.

ii) Financial statement for February 2013

The balance carried forward is £15,988.50.

Cllr A Southgate proposed the Council accept the statement and this was seconded by Cllr S Howes.

c. Planning applications

i) 20130026 – 22 Waterloo Road.

No objections. This application will be determined by the Planning Committee on 27th February 2013.

ii) 20130083 – Hall Farm Cottage, Hall Road.

No objections.

iii) Hainford Village Hall.

Mick Monk explained that they want to rebuild the sports pavilion and move the oil tank to a secure area but to do this they will require planning permission. Can the Village Hall apply under the Parish Council's name to take advantage of the reduced fee granted to Parish Councils? Mick Monk will complete the necessary paperwork and the Village Hall will pay the required fee. All agreed this would be acceptable as the Village Hall would become the responsibility of the Parish Council should the committee dissolve.

iv) Recent Planning Applications in Hainford

The Chairman reported that he and Tony Dosser met with the Chief Executive of BDC, the Leader of the Council and District Cllr P Carrick to voice their concerns about planning procedures and how the process is perceived. The discussion was valuable and informative and their concerns were taken on board. (Notes on the meeting were circulated to all Councillors for future information).

d. Future developments in the Village

The Chairman reminded Councillors of Saffron Housings proposals brought to the last meeting and said Councillors need to consider the benefits to the Village that this proposal could bring in the provision of affordable housing and the possibility of a financial contribution. The Housing Needs Survey carried out in 2006/7 identified a housing need in the Village of 6 houses. The current need (figures from December 2011) is shown as 20 but 12 of those are 'low need' so realistically the figure is 8. In the past, in considering such proposals, the Council have taken as a starting point the views of parishioners as articulated in the Parish Plan, the principals of which were recently confirmed as still being relevant. In a vote to agree to say 'no' to going further with Saffron, there was 1 in favour, 5 against and 1 abstention. In a vote to request more information from Saffron on a without prejudice basis to enable a village survey to be carried out, there were 6 for with 1 abstention. Dist Cllr P Carrick suggested the Council could carry out their own Housing Need Survey with the survey they do, to get a more accurate up-to-date figure. Dist Cllr P Carrick also advised that he has spoken further to Saffron to see if he could get an idea of how many properties they were thinking of putting on the site and they have said as the HCA is not financing the proposal, to provide 8 affordable properties they would also need to build 6 market houses, making a total of 14. The exact location of the properties can be chosen by the Village. The mix of properties i.e. 1 bedroom, 2 bedroom etc will be determined by BDC, as will the need

and the affordable properties would be allocated in accordance with the Exception Site Lettings Policy. It was agreed the Clerk should request as much information from Saffron on the properties etc as he is able to give at this time so a draft survey can be put together for consideration at the next meeting.

e. Governance – revised standing orders

The Clerk advised that between herself and Councillors A Southgate and L Rogers a final draft has been completed and will be circulated in the Correspondence folder for all to review and agree at the next meeting.

f. Grass cutting contract for 2013

The Clerk has received revised quotations from the two Companies agreed. After discussion the Chairman proposed acceptance of the quotation from Vortex Ground Services and all agreed.

g. Highway Improvements Fund

It was agreed the Clerk will find out if the footpath from Waterloo Road round to the bus stop on Newton Road is still scheduled as previously noted and if not Council will consider at their next meeting whether to submit a bid for this work. The Clerk will also seek to clarify the costs if a bid is to be submitted.

h. Police and Crime Plan for Norfolk consultation

No one had any comments they wished to put forward.

6. MATTERS TO REPORT

a. Correspondence sent to Clerk

Councillors are invited to free seminar to acknowledge Climate Change Week. It was agreed this should be passed to Anne Gillett.

BDC are looking to provide some planning training and have sent a list of proposed subjects asking what would be of interest. The Clerk will reply as necessary.

Councillors are invited to a briefing on the Growth Area Triangle Action Plan. This will be circulated in the correspondence folder.

The Chairman advised the minutes and agenda from the NACC meeting will be circulated in the Correspondence folder. The new application for the Engine Testing Facility will be going to committee 14th March 2013 and BDC didn't have any objections. A briefing has taken place on the Site 4 Update and the target date for the application to be in by is the end of February 2013. Stratton Strawless Parish Council has complained to the Department for Transport and a reply is awaited.

b. Clerks report

Robert Thackray Ltd has now provided a report on the trees in the Village and at present there is no short term management required but he recommends an annual inspection should be carried out to check for deterioration. A complaint has been received regarding pot holes in the Millennium Car Park. It was agreed Cllr S Howes will obtain two quotes for the next meeting for the work to be completed when the weather is appropriate.

c. Report from District Councillor

There will be a full Council meeting next week and there are no proposals to increase the rates. Cllr P Carrick would encourage as many people as possible to look into BDCs 'Green Deal' although the deadline is 7th March. It will be too late to put anything into the next Parish News so the Clerk will put some information on the notice boards. Cllr P Carrick also wants to encourage people to take advantage of the Hevingham Meals On Wheels service – a hot meal can be provided twice a week for £5.00 per meal – the service does not need to be used regularly, just as and when needed but there is currently space available. It was agreed the Clerk will put on the website and arrange for something to go in the next magazine.

d. Police Report

The Clerk advised there have been 5 recorded crimes in the Village during January. It was felt by all that the increase in crime in the Village recently is cause for concern and it was agreed the Clerk should write to the new Police and Crime Commissioner requesting more Police presence. Next SNAP meeting 15th April 2013 – Cllr S Fuller will try to attend.

7. MATTERS RAISED FOR FUTURE DISCUSSION

Standing Orders, play equipment in the Village, Highway Improvements fund and proposed development on 'the Chequers field'.

9. DATE OF NEXT MEETING

The next meeting will be held on Wednesday 13th March 2013 at 7:30pm in the village hall.

The meeting closed at 21:15