

**MINUTES OF THE MEETING OF HAINFORD PARISH COUNCIL HELD ON
WEDNESDAY 8th OCTOBER 2014 AT THE VILLAGE HALL**

Present: Cllr A Cowles (Chair)
Cllr S Howes
Cllr S Fuller
Cllr L Rogers
K Medler (Clerk)

In attendance: District Cllr P Carrick

Parishioners: 0

1. APOLOGIES

Apologies were received from Cllr A Southgate.

2. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

There were no declarations of interest or dispensation requests.

3. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 10th September 2014 were agreed by all and signed by the Chairman.

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

a. Gate to Millennium Car Park

It was reported that the gate is not being closed or correctly secured back when in use. It was agreed the Clerk should organise a permanent sign for the gate with instructions for use.

b. Play Area bark

Cllr S Howes confirmed he has now put down the additional bark required and has also put some soil near the bench and equipment at the bottom of the play area. Thanks went to Cllr Howes for his work on this and it was agreed Cllr Howes should complete any additional works he felt necessary to keep the area up to standard.

c. Village Games

A note of thanks from Carolyn Atherton has been received for the agreed budget provision.

d. School Transport

It was noted that whilst residents took County Cllr Ropers advice and applied again for School Transport to Aylsham High School, they are still being turned down as Hellesdon/Sprowston are slightly closer. Residents would like to discuss this with Cllr Roper further.

e. Lafarge

Cllr S Howes agreed the response received from Lafarge was satisfactory however whilst the drivers are more courteous they are still travelling in convoy. It was agreed the Clerk should respond to Lafarge accordingly.

5. MATTERS FOR DISCUSSION AND ACTION

a. Proposed development on the Chequers Field

The application was considered by Planning Committee on the 24th September with an officers recommendation to approve subject to a satisfactory Section 106 agreement being put in place which would be subject to terms and conditions to include: Affordable Housing - 8 units (4 shared equity / 4 affordable) including local lettings cascade; Transfer of an area of land equal to 1.6 hectares to the Parish Council of which 1600 square metres to be set aside for recreational purposes; Financial contribution to the Parish Council.

The Committee resolved to approve as above. Although the Parish Council will be a signatory to the agreement they are not required to do anything at present as BDC's and Saffron 's solicitors will put a draft agreement together, which the Planning Officer will then review along with Housing colleagues to ensure it meets all expectations, before it is sent to the Parish Council for agreement. BDC have advised the Clerk the Parish Council may wish to appoint a solicitor to read through the agreement before they confirm acceptance to it however they may not feel it necessary.

The Chairman suggested the Parish Council have a working party of himself and Cllrs L Rogers and S Fuller to keep in touch with Mr. Whitelock on progress and details with the final agreement being brought before Full Council for approval and all agreed.

b. Play Equipment in Village

i) Inspection report

Cllr R Crisp was not present so this will need to be carried over to the next meeting.

Mrs Watker has advised the Clerk herself and Mrs Sherman attended a training course organised by Horsham & Newton St Faiths Parish Council on the 19th September 2014. The recommendation is that the play area is inspected every two weeks. Mrs Watker has suggested if the Parish Council continues to inspect (maybe on the first week of the month) parents could inspect on the third week. All agreed the Council should be guided by Insurers and unless they feel a fortnightly inspection is necessary, inspections should continue monthly.

ii) Lease

The Chairman stated that if he gave the impression at the last meeting that NCC were causing the delays in finalising this lease, he wishes to apologise as it seems from correspondence received that it is in fact the Diocese. The Clerk confirmed she has tried to speak to the Diocese surveyor today but to no avail. The Parish Councils solicitor has now received a draft lease and already relied with amendments and details requested. All agreed the Parish Council needs to have the lease for approval at the November meeting as there is no meeting in December and they would not wish to be seen to cause further delays.

c. Council Policies

The Clerk has reviewed both the Risk Assessment document and Training Policy and feels no amendments are required at this time. All agreed.

New recommendations for Financial Regulations have been published and therefore these do need updating. The Clerk has drawn up proposals and all agreed the Chairman should review these and agree the final document with the Clerk. All documents will be published on the website.

d. Planning applications

20141240 – Grange Lodge, Grange Road – this was considered by Planning Committee on the 24th September. and was approved.

e. Speed Watch / Traffic Calming

No checks were completed in September. If anyone is interested in joining the team please contact Jackie Matthews: Email - jackie.matthews@live.co.uk. Tel - 01603 893986. Nothing more has been heard regarding the Schools signs but it was noted the School now has an interim head.

f. Buses through the village

Cllr S Howes advised he is still awaiting contact from Sanders however he will endeavour to obtain a telephone number for the owners / tenants of the property he believes to be the problem.

g. Meeting Dates for 2015

These had been previously circulated by the Clerk and were agreed.

h. Finance

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

Mrs. K Medler (Expenses)	£13.16
PCC (Grass cutting)	£50.00
Norwich Diocesan Board of Finance (Car park rent)	£340.00
HMR&C (PAYE x3)	£29.40
Mazars (External audit fee)	£150.00

The Clerks standing order was paid on the 5th October 2014.

A receipt of £5500.00 from BDC for the second installment of the Precept was noted.

ii) Financial statement for October 2014. The balance carried forward is £23,642.07.

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

iii) The External Audit has now been completed and whilst the accounts are all in order, they made some recommendations for the future completion of the audit forms. The audit report will be displayed on the notice boards and website.

6. MATTERS TO REPORT

a. Correspondence

NCC has informed the Council of an application for compulsory acquisition of additional land in relation to the NDR roundabout at the junction with Reepham Road and Drayton Lane. No-one had any comments they wished to submit.

b. District Councillors Report

Despite the changes to the recycling rules, residents are still encouraged to use the bottle banks in the village as the income from these is given to the village. BDC will continue to run the bottle banks until the end of March 2015 and after that those which are used enough to be retained will be run by the individual parishes. Cllr S Fuller confirmed the Village Hall Committee has put an article in the village magazine to encourage continued use as the funds go to the Village Hall. Cllr S Fuller will be attending the recycling meeting at BDC on the 14th October and will report back at the November meeting.

7. RESIDENTS QUESTIONS

A complaint was noted concerning tractors churning up the verges along Grange Road on the 26th September however these were not owned by local farmers. The Parish Council would request that **ALL** vehicles drive carefully and considerately in the village in the future.

8. MATTERS RAISED FOR FUTURE DISCUSSION

Play equipment in the village, proposed development on the Chequers field, Buses through the village and Report from Cllr S Fuller on the recycling meeting at BDC.

9. DATE OF NEXT MEETING

The next meeting will be held on Wednesday 19th November 2014 at 7:30 pm in the Village Hall.

The meeting closed at 20:25