

**MINUTES OF THE MEETING OF HAINFORD PARISH COUNCIL HELD ON
WEDNESDAY 10th SEPTEMBER 2014 AT THE VILLAGE HALL**

Present: Cllr A Cowles (Chair)
Cllr S Howes
Cllr S Fuller
Cllr R Crisp
K Medler (Clerk)

In attendance: District Cllr P Carrick
County Cllr D Roper

Parishioners: 2

1. APOLOGIES

Apologies were received from Cllrs L Rogers, H Pointer and 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 9th July were agreed by all and signed by the Chairman.

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

a. Anglian Water

A note concerning reporting of issues to Anglian Water was printed in the Parish News and put on the website and notice boards. Cty Cllr D Roper will advise regarding NCC's Surface Water Management Plan as soon as possible.

b. Gate to Millennium Car Park

Cllr S Howes confirmed the gates have now been fitted. The Clerk sent letters to the Primary School and Church Warden back in July asking them to open and close the gates on a 'first in' and 'last out' basis and has put up a temporary sign reminding users the gates should be fastened back when the car park is in use. The Chairman thanked both Cllr S Howes and Mr. Terry Lloyd for their work in arranging and fitting the gates.

c. SLOW signs on Newton Road

The Chairman confirmed these were painted just before the Primary School went back.

d. Overgrown hedging on junction with Buxton Road / Spixworth Road

Cllr S Howes confirmed this has now been cut.

5. MATTERS FOR DISCUSSION AND ACTION

a. Proposed development on the Chequers Field

The Chairman recapped on the position from the June and July meetings and it would be recalled that at the July Meeting the Parish Council had agreed that if the landowner was also the developer and as a consequence had to pay the C.I.L., the Parish Council would be prepared to see a reduction in the amount of money donated. The Chairman then advised that during the Summer break the Council was in receipt of an email from the Planning Officer at BDC, Sarah Hinchcliffe, regarding the amount of land to be set aside for recreational use. BDC require 1600sqm to be set aside. As a result of this email the Chairman along with Cllrs L Rogers and S Fuller met with Mr. John Whitelock from Saffron Housing to discuss a range of issues and notes of the discussions have been circulated to Councillors. The Chairman advised he has spoken to both Sarah Hinchcliffe and John Whitelock today and the planning application is to be considered at the Planning Committee meeting on 24th September 2014. Comments from Highways have led to an alteration on the internal road layout but the Chairman has been advised this is nothing of significance although it will affect the proposed positioning of the 1600sqm of recreational space. As a result of this the Parish Council do not need to agree the exact positioning of the recreational space just that it will be set aside. BDC do not want to dictate the use of this space but it must be an open space for recreational use in accordance with their policies.

Following the meeting with Saffron it was agreed, subject to Parish Council approval at tonight's meeting:

Recreational Space

- That HPC agree that 1600msq could be designated as an open space / recreational area - the exact use and function to be agreed at a later date.
- That the provision of the 1600msq should be enshrined in a S106 agreement.
- That the provisional location shown on the western side of the site between the pumping station and the southern boundary of the residential site was acceptable. However at a later date its location may have to be moved, always accepting the requirement to provide a minimum of 1600msq recreational space.

Trigger Points

- That the revised trigger points were acceptable.
- That the revised trigger points should be enshrined in the planning application as a S016 agreement.
- That the soil surplus could be spread over the open space gifted land in locations agreed with the Parish Council.
- That it should be soil surplus only and no builder's rubble.

Landscaping

- The Parish Council are not expecting a croquet lawn but would wish the land to be handed over in a neat, tidy and usable state.

Boundary

- To contact Enterprise Inns, the owners of the Freehold in order to ascertain the precise boundary between the two sites.

All agreed the above on the condition that the gifted land is finished with topsoil and handed over to the Parish Council in a satisfactory condition. The Clerk will inform BDC. It was noted that no work will be able to begin until the Section 106 agreement is signed.

b. Play Equipment in Village

i) Inspection report

Cllr S Howes confirmed he has inspected the area, replaced some nut caps and put up the replacement 'contact' sign. It was noted the additional bark is still to be put in the Play Area and Cllr S Howes agreed to deal with this.

ii) Lease

The Chairman gave an update explaining that questions had been raised by the Diocese solicitors following a request from NCC, which took a while to get to the bottom of and it turned out they should have been directed to the Diocese themselves. This has caused further delays, which are a concern; however our solicitor was told on the 28th August by the Diocese solicitors that they have almost finished preparing the draft lease so hopefully our solicitor will receive a draft document shortly, which will enable this to proceed. County Cllr D Roper offered to try to progress things from NCC's end and the Clerk will provide him with any relevant information to enable this.

iii) Community Partnership

The Chairman advised a report was printed in the Parish News on the 'Party in the Park' and congratulated all those involved with the event as it was clearly enjoyed and brought the community together.

Mrs Watker spoke on behalf of the group and explained that until the lease is in place the group cannot apply for any funding. Several surveys have been returned so the group will review those and work with the School to agree the best equipment to install. As time has passed since the first quotations were received they will have to revisit the Suppliers to re-quote. The overall total raised at the Party in the Park was £641.13 net of expenses and the HCP appreciated the funding given by the Parish Council which enabled them to put the event together.

c. Village Games

A report on the games was printed in the Parish News and as a result the Chairman proposed the Council include a contingency figure in their Budget for the Games as was agreed for the Village Hall. All agreed and Cllr S Howes proposed the sum of £500 which was seconded by Cllr S Fuller and agreed by all.

d. Planning applications

20141198 – Land at Old Church Road - No objections. This application has not yet been determined by BDC.

20141240 – Grange Lodge, Grange Road – Majority object as contrary to Policy GS2 and with market housing stock increase on the Chequers field, a further increase in not required. Application is due to go to BDC planning committee on the 24th September.

e. Speed Watch / Traffic Calming

The Clerk advised the team is still active and 6 vehicles were caught speeding during July.

f. Standing Orders

An amendment is required to incorporate changes under the Public Bodies (Admission to Meetings) Act 1960 relating to recording of meetings. NALC have provided a wording to be corporate into the Standing Orders and this was agreed by all. The Clerk advised she has reviewed the Standing Orders as a whole and doesn't feel anything else requires alteration.

g. Buses through the village

A note was put in the Parish News asking landowners to trim their trees and hedges however Sanders are concerned about some trees just after the Primary School as you head towards Newton St Faiths. In order to contact the landowner the Council agreed they need to confirm the precise location and Cllr S Howes agreed he would be happy to meet Sanders at the location to review.

h. Proposed Area Action Plan

No-one had any comments they wished to submit.

i. Finance

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

Mrs. K Medler (Expenses)	£37.99
PCC (Grass cutting)	£50.00
Soanes Signs (Play area contact sign)	£24.00
Village Hall (Funds for current project)	£2000.00*

Vortex Ground Services (Grass cutting)
Information Commissioner (DPA fee)

£120.00
£35.00

* This sum was included in the Budget for use on Capital Projects. The hall is currently having works carried out to repair and convert the old changing rooms to an internally accessed store room with external access only to a cloakroom and toilet for those using the playing field. The lowest quote received was £7000.00 so the hall will pay the balance from their own funds. Cllr S Howes proposed the cheque be paid and this was seconded by Cllr R Crisp and agreed by the Chairman as Cllr S Fuller declared an interest.

The Clerks standing order was paid on the 5th August and 5th September 2014.

ii) Financial statement for September 2014. The balance carried forward is £19,004.63.
Cllr R Crisp proposed the Council accept the statement and this was seconded by Cllr S Howes.

iii) The External Auditor has returned the form due to a small error in completion. The Clerk and Chairman initialed the amendments as required and this will now be re-submitted.

6. MATTERS TO REPORT

a. Correspondence

BDC are holding their Annual Town and Parish meeting on 14th October 2014 and will cover the Recycling changes being implemented on the 1st October. Cllr S Fuller confirmed she will be attending on behalf of the Village Hall and the Clerk will also attend.

b. Clerks report

The Chairman advised the Clerk was contacted by BDC regarding naming of the access road from Coltishall Road to Jeasal DC, Patches Farm. Whilst Patches Farm is in Hainford the road is in Frettenham so Frettenham Parish Council has been given the opportunity to put forward a proposal. The Chairman advised he did not feel it necessary for Hainford to comment and so has left it with Frettenham to consider.

c. Report from NACC representative

The papers from the meeting on the 4th August will be circulated for information. The committee discussed the relationship between the Airport Passenger Action group and themselves and agreed to meet with the Chairman of the APAG on the 3rd November to see how they can work together.

d. Police Report

There were two recorded crimes in the village during August: 1 – ABH Assault; 1 – Harassment.

e. District Councillors Report

The recycling changes which are coming into effect on the 1st October will mean that residents can put glass in their recycling bin although the Parish Council may like to encourage residents to continue to use the bottle banks as this brings revenue to the village, which will be lost if they are not used. Cllr D Roper advised he has checked with BDC who have confirmed that the contractor who empties the bins will be responsible for clearing up any breakages during emptying and not residents.

f. County Councillors Report

Following complaints, NCC has now changed the way they calculate the distance from properties to Schools with regard to free School transport. Previously the distance was calculated using any public right of way but now it is calculated by actual road distance. Anyone who feels they may now qualify should apply online and mention this change in policy.

Mayton Recycling Centre will be holding a Hazardous Waste Amnesty during the weekend of 20th and 21st September 2014.

7. RESIDENTS QUESTIONS

The Clerk has received an email concerning quad bikes and trials bikes being used in a field on the Cromer Road. The complainant has been informed that 'nuisance' should be reported to BDC. Cllr R Crisp advised he is aware of the issue and it is the noise which is the problem. Having spoken to the landowner the bikes have not been on there since but would repeat that should this occur again, BDC are the people to contact with details of dates and noise levels if possible.

8. MATTERS RAISED FOR FUTURE DISCUSSION

Play equipment in the Village, proposed development on the Chequers field and Buses through the village.

9. DATE OF NEXT MEETING

The next meeting will be held on Wednesday 8th October 2014 at 7:30 pm in the village hall.

The meeting closed at 21:00