

**MINUTES OF THE MEETING OF HAINFORD PARISH COUNCIL HELD ON  
WEDNESDAY 11<sup>th</sup> SEPTEMBER 2013 AT THE VILLAGE HALL**

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

**In attendance:** District Cllr P Carrick  
County Cllr D Roper  
Mr. J Whitelock (Saffron Housing)  
Mr. N McNab (Architect)

**Parishioners:** 1

**1. APOLOGIES**

Apologies were received from Cllr H Pointer.

**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 Wednesday 11<sup>th</sup> July 2013 were agreed by all and signed by the Chairman.

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

**a. Millennium Car Park**

The Clerk confirmed the bag of soil has been left by Vortex for the purpose of re-seeding the grass area. When the soil was ordered the supplier was told it was for Hainford Parish Council and so delivered twice as much as a gesture. The bag has been left in the gate way to prevent any unwanted vehicle access.

**b. Tree Warden**

The Clerk has received a note from Judith Lincoln advising Mary Shepperd has kindly agreed to be the second tree warden for the Village. The Clerk will inform BDC and ask Carolyn Atherton to update the Parish magazine accordingly.

**c. Old Church Road**

The Clerk advised Highways have now confirmed works will begin on resurfacing Old Church Road on or soon after Monday 14<sup>th</sup> October 2013. The works will extend from the junction with Stratton Road for 1200m to the junction with Buxton Road. Work is expected to take place over a period of two weeks. The Chairman stated all residents who will be affected have been notified and will still be able to use their driveways. Cllr D Roper added that the works will include Haunch and Overlay which will strengthen the road.

*Cty Cllr D Roper needed to leave the meeting early so his report was moved up  
the agenda with the agreement of the Chairman.*

**6. MATTERS TO REPORT**

**d. Report from County Councillor**

The NDR consultation closes on the 20<sup>th</sup> September. The suggestion that the section between Fir Covert Road and the Fakenham Road should be a single carriageway has been dismissed and it will all now be dual carriageway. It is hoped in the future that proposals can be agreed to join the road through the Wensum Valley but this is a long way off. From the 19<sup>th</sup> September NCC will be consulting on its Budget for 2014/15. In the past this has been part of 'The Big Conversation' but now comes under 'Putting People First'. Savings of £189 million need to be made over three years with £56 million of that being saved in the first year. The figures in the consultation include a £3 million overlap to allow for choice.

**5. MATTERS FOR DISCUSSION AND ACTION**

**a. Speeding on Newton Road**

The Clerk has spoken to Mr. S Jarrett who organises the use of the free temporary mobile SAM2 signs and he has confirmed that once the Village has a fully trained and operational Speed Watch team, the Village can join the list to use the temporary signs. The signs would be available every three months for two weeks and the Village would need to nominate and agree with Mr. S Jarrett three or four sites where they will be used. The Clerk has informed the Speed Watch Co-Ordinator of this and an article was placed in the last Parish News informing Parishioners of the new Co-Ordinator and seeking additional volunteers.

Mr. S Jarrett also suggested that the School could be involved with the project, as other Villages do, taking down numbers etc which they could then use as a maths project. Should the School wish to do this Mr. S Jarrett would ensure the equipment was available during School times. The Chairman suggested raising the matter with the new Head.

Cty Cllr D Roper advised Frettenham and Spixworth would be interested in joining together with Hainford to purchase some signs, if the Parish Council decided to go down that route.

It was agreed the Clerk should ask the Speed Watch Co-Ordinator for an update on how the team is coming together and when they are likely to be in a position to join the SAM2 list mentioned earlier.  
The Chairman will speak to the new Head Teacher at the School to gauge her feelings on the situation.

Cty Cllr D Roper left the meeting at 19:53

#### **b. Proposed development on the 'Chequers Field'**

Draft plans provided by Mr. Whitelock were reviewed and discussed at length. One of the main concerns is that the new properties will not exacerbate any existing problems with regard to drainage and power. All agreed the Council now have enough information to go back out to parishioners for their views and it was agreed a consultation afternoon/evening should be arranged at the Village Hall. The Clerk will confirm a date with Mr. Whitelock and it will be advertised in the Parish News, on the website and notice boards and Councillors will also do a leaflet drop. The precise details and arrangements for the consultation exercise would be confirmed once the date was known.

*Mr. Whitelock and Mr. McNab left the meeting at 20:28*

#### **c. Finance**

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

Mrs. K Medler (Expenses and backdated salary)	£45.82
Hainford PCC (Church yard grass cutting)	£50.00
Mr. K M Sagers (Photograph)	£10.00
Cllr A Cowles (Frame for photograph and printer ink)	£39.10
Information Commissioner (DPA registration renewal)	£35.00
Mazars (External audit fee)	£120.00

The Clerks standing order was paid on the 5<sup>th</sup> August and 5<sup>th</sup> September 2013.

It was noted that the NJC for Local Government Services has agreed a pay award for Clerks of 1% for 2013/14 to be backdated with effect from 1st April 2013.

The following receipt was noted:

Bank interest	£1.72
---------------	-------

ii) Financial statement for September 2013

The balance carried forward is £17,259.68.

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

iii) External auditors report

The annual return is in accordance with proper practices and no matters have come to the auditor's attention giving cause for concern that relevant legislation and regulatory requirements have not been met. A small error was picked up on the return however as box 8 of Section 1 should have read £15,777 to take into account an un-presented cheque. The auditor has also informed the Clerk by telephone that the Parish Council should account for its assets at purchase cost and not show any depreciation, as it has been doing for many years.

#### **d. Planning applications**

i) 20130552 – The Barn, Grange Road

This application went to Planning Committee today. Due to time restrictions not all Councillors were able to view the planning application or speak with neighbours. Based on a majority, the Council objected on the grounds that the site was thought to be outside of the development boundary and Council are concerned about possible future development of the site.

District Cllr P Carrick advised the application went to committee because of Highway objections but the committee have approved the application. The Planning Department stated at the meeting that they had not received any comments from the Parish Council. The Clerk confirmed, as agreed with the Planning Officer, that she had emailed the Council's decision on the 9<sup>th</sup> September, in time for the committee meeting. Cllr P Carrick advised the decision was pivotal on Highways objections and so the comments made by the Council are unlikely to have altered the final decision.

#### **e. The Rural Fair Share Petition**

Whilst all agreed this should be supported there is insufficient time for Councillors to action and respond.

#### **f. Play Equipment in Village**

i) Inspections have been completed and all is satisfactory with nothing giving cause for concern. The slide has been checked twice following Cllr A Southgate's previous comment and is fine. All nut caps have now been replaced. The Chairman asked if the parent's weekly inspections were still being carried out and the Clerk will check this. It was confirmed that NCC maintain the grass within the play area not the Parish Council and parishioners are reminded that there should be NO DOGS in the play area

ii) Nothing more has been heard from parents regarding the Parish Council's decision to defer the lease renegotiations for the play area until 2016 as agreed at the July Parish Council meeting or on how they would like the £5000 allocated used.

#### **g. Response from the Chief Constable**

A reply has now been received as detailed below and was noted:

*I refer to your letter to the Chief Constable regarding the apparent leniency of the cautions administered to the two males arrested on the night of the 16<sup>th</sup> April. I have looked at each incident mentioned in your letter and can confirm on this occasion the two young men arrested were suitable for a caution. Prior to this in February two different males were caught at the same location, this time in possession of stolen property and on that occasion both were charged to appear at Norwich Magistrates court.*

*Once arrested and the evidence gathered, a decision is made as to the most appropriate disposal dependent on the severity of the crime, level of culpability of the suspect and impact on the local community. The most appropriate outcome is then applied based on all of these factors and in this case a caution was the most suitable response. A caution does continue to have an impact on those who receive them, such as enhanced CRB checks for certain areas of employment and in some cases this would disqualify them from gaining jobs in those sectors.*

*With regards to the use of police resources that evening to deal with the incident, I can assure you that apart from the helicopter all officers worked within the local Broadland policing area. As you may be aware the decision to use the police helicopter is not taken lightly but if it is available then it will be used, especially during darkness when its thermal imaging equipment is invaluable in locating suspects. This was the case during the incident on 16<sup>th</sup> April.*

*I have looked at the crimes for Hainford for the previous three years and in the period April 2010 to April 2011 there were 47 crimes recorded; in 2011-2012 there were 27; 2012-2013 there were 26 and so far this year since the 1<sup>st</sup> of April there has been 9 crimes recorded. I understand that all crime has an impact on the individual concerned and if there has been even a small rise in a village such as Hainford, this can raise the level of fear of crime. However, crime overall remains low in the parish and I hope, in the future, to see a decrease in both priority and volume crime, not only for Hainford but for the entire policing district of Broadland.*

#### **h. Village Games**

The Chairman arranged (under his allowance) for the photograph on page 41 of the Parish News to be re-printed and framed and will now be hung in the Village Hall for all to see. A similar picture will also go up in Stratton Strawless Village Hall. On hearing that the Village Games Project has severe funding problems leaving it in some doubt for the future, at Carolyn Atherton's request and with the Chairman's approval, the Clerk wrote to NCC, Cllr D Roper, SPAN, Active Norfolk, Sport England, Keith Simpson MP, BDC, Dist Cllr P Carrick and Archant encouraging them all to support its continuance.

#### **i. Site Allocations Preferred Options consultation**

This was previously circulated and the response submitted was:

*Hainford Parish Council are in favour of retaining the settlement limits as shown in the Broadland District Council Local Plan (replacement) Adopted Version 2006. We note that there are no sites selected for development which would necessitate alteration to these settlement limits.*

#### **j. Northern Distributor Road consultation**

It was agreed the Clerk should submit: *The Parish Council feels there will be a negative impact on the Village due to the potential for increased traffic..*

### **6. MATTERS TO REPORT**

#### **a. Correspondence sent to Clerk**

Keith Simpson MP would like to meet with the Parish Council but is unable to attend any of the coming scheduled meetings. All agreed in the absence of anything specific to discuss a meeting was not felt necessary although Mr. Simpson could come along to any of the future meetings should he wish to do so.

Councillors are invited to various events planned during September and October but no one wished to attend. BDC are holding their annual meeting for Town and Parish Councils this year entitled 'The Financial Challenges facing Councils'. The Chairman and Cllr S Fuller will confirm if they are able to attend.

The Clerk has received a notice asking volunteers to join the Governing Body of Sprowston Community High School. This has been printed in the Parish News and put up on the notice boards. For more information visit [www.sprowstonhigh.org](http://www.sprowstonhigh.org) / [www.schools.norfolk.gov.uk](http://www.schools.norfolk.gov.uk) or email Fiona Hardman at [chair@gov@sprowstonhigh.org](mailto:chair@gov@sprowstonhigh.org).

Macmillan are promoting their annual Coffee Morning on the 27<sup>th</sup> September 2013 details of which have been put in the Parish News and on the notice boards.

#### **b. NACC report**

A meeting took place on the 5<sup>th</sup> August 2013. Passenger traffic is up 10% and offshore traffic is also up. The operating framework is to be reviewed and revised then circulated to local authorities and the NACC. The Aero Park has been granted permission which hopes to generate an extra 1000 jobs over 10 years. The judicial review on the original Engine Testing application is coming to an end. The Revised Engine Testing Facility has been given permission. Minutes will be circulated.

#### **c. Clerks Report**

The Rangers will be in the Village week commencing 7<sup>th</sup> October. Any jobs to be emailed to the Clerk by the 1<sup>st</sup> October please to ensure they get put on the list.

BDC are collating a map of all land owned, maintained or leased by Parish Councils. The Clerk will forward the necessary information.

Judith has highlighted that the pond needs clearing. It was agreed this would be carried out on a bi-annual basis so the Clerk will check if this is in fact due and confirm to Cllr S Howes, who will obtain the necessary quotations for discussion at the next meeting if required.

#### **d. Report from District Councillor**

The Precept next year is likely to be without the transitional grant from the government. If the Parish Council maintains the Precept at its current level Council Tax will increase for the tax payers of the Village.

BDC are currently running a public consultation on the Council Tax Reduction Scheme and parishioners are encouraged to read this – it can be found on the front page of BDCs website – closing date 20<sup>th</sup> October 2013. There are details of this in the Broadland News which has recently been delivered.

#### **e. Police and SNAP reports**

There were four crimes in the Village during August: Theft of a pedal cycle, common assault, criminal damage to a dwelling and criminal damage to a vehicle.

Cllr S Fuller was unable to attend the last SNAP meeting.

The SNAP panel would like to have an official panel member for Hainford so the voice of the Village is heard. The member does not have to be a Parish Councillor. All agreed the Clerk should put a note in the next magazine asking for a volunteer - mileage would be reimbursed at the current agreed rate. The next SNAP meeting will be on the 14<sup>th</sup> October 2013 at 7pm at the Jubilee Centre, Norwich Road, Aylsham.

### **7. RESIDENTS QUESTIONS**

Do the Parish Council have any input into RAF Coltishall, as a meeting about it took place recently in The Diplomat. No-one on the Council was aware of the meeting and since CETAG was disbanded no information has come through although North Norfolk District Council were told the Council want to be kept informed of any developments. The site is now owned by NCC, and BDC along with NNDC deal with any planning issues. As the majority of the site is in North Norfolk, it was understood that in the past BDC have delegated responsibility to NNDC to deal with any planning applications. The Clerk will enquire of Cllr D Roper who arranged the meeting and why the Council were not invited. A copy of the minutes will also be requested along with an invitation to any future meetings.

### **8. MATTERS RAISED FOR FUTURE DISCUSSION**

Update on Speed Watch Team, Proposed Development on 'the Chequers field' and Joint Core Strategy Modifications consultation.

### **9. DATE OF NEXT MEETING**

The next meeting will be held on Wednesday 9<sup>th</sup> October 2013 at 7:30 pm in the village hall.

**The meeting closed at 21:38**