

## **LINGWOOD & BURLINGHAM PARISH COUNCIL**

### **Minutes of the Planning Meeting held at the Lingwood Methodist Chapel, Chapel Road, Lingwood on Tuesday 12<sup>th</sup> January 2016 at 7.30pm.**

**Present were:** Ben Bethell – Chairperson, Marina Tubby – Vice Chair, Ian Chapman, Brenda Jones, Tony Gould, Giles Mack, Roz Simpson, Simon Stevens, Ian White and Sonya Dickinson – Clerk.

**16/01. Welcome & apologies for absence:** Apologies were received from Mike Bredbere, Richard Morton and County Councillor Brian Iles.

**16/02. Declarations of interest:** Ben Bethell anything to do with Lingwood Village Hall, as Village Hall Chairman, Finance item 16/13. a) v) Village Hall grass. Sonya Dickinson Finance item 16/13 a) ii) Expenses.

**16/03. Public Forum:** We were joined by 5 members of the public.

Public; The sundial on the agenda, up to £1,000 seems expensive, can't cheaper materials be used? Ben said that the sum was a maximum, an amount was put on the agenda in order that a decision could be made at tonight's meeting as actual costs hadn't been given yet. David was here to speak about the Sun Dial that was proposed for the Millennium Green. He has thought of a way to fund it, a double page article could be put into the Parish News about the sun dials and asking for a sponsor. He has some stones from Abbey Memorials for the 1<sup>st</sup> of the month, noon 'analemma curve' markers but would have to purchase the 4 larger ones which need engraving with the special dates. The problem with the 12 off cut stones donated by Abbey Memorials is that they are the wrong size to be put into the ground by using the plastic pipe method as the pipes are either 3" or 4" so there would be a cost involved putting steel rods in them to anchor them to the ground. Councillor Ian White asked, as the granite pieces are deep could they be just concreted without the steel rods? David supposed they could.

The cost of cutting the 4 discs and engraving is @ £300.

It is an educational thing for the children. Calculating the position of the stones is difficult but reading the noon marker will be easy. The only part of the beacon involved will be @ 15ft below the basket.

Councillors comments: Some of the funding could come from a sponsor. It is part of a trail and a piece of art. Children will be interested in how it works.

Allotment holder – In December someone had a tractor and trailer deliver some manure and it has churned up the track leading to the back allotments and a car cannot get down there now. The 1<sup>st</sup> part of the track had hardcore put down by the allotment holder and then the Parish Council provided chippings which went on top and that part of the track hasn't been affected. If hardcore was put by the oak tree, the allotment holders would spread it around and chippings could then go on top. The allotment holder present said the allotment holders would not mind spreading the hardcore and chippings along the track.

Councillor Simon Stevens went to the NALC meeting last night at County Hall. Deputy leader Dan Roper was there as well as the person in charge of the Communities & Highways budget. They spoke about the savings of £111 million that needed to be saved over the next few years, which Brian Iles has also previously spoken about at meetings, they have already managed to save £245 million since 2011 this is in a £1.4 billion total NCC spend.

They are trying to improve rural broadband as it is more cost effective to supply their services online. They are not going to take away 'face to face' but would like to move more to online services. They are reducing hours for libraries; a pass card could be implemented so that access can be made without the library being staffed.

The Adult Social care budget subsidy of 2% has been taken away by the Government and the anticipated public spend up by 1.1% = 3/1% increase on precept = @ £45 per band D from NCC.

Simon felt that NCC is run quite well and the County is in safe hands, he was surprised that not many people attended, only @ 14.

**16/04. Minutes of the meeting 1<sup>st</sup> December 2015:** Were signed as a true record. The Clerk noticed that the minutes of the 9<sup>th</sup> June 2015 meeting had not been signed, even

though they had been agreed at the 7<sup>th</sup> July meeting. Councillors agreed that they should be signed at this meeting.

**16/05. Matters arising from 1<sup>st</sup> December 2015 Meeting:** Planning application 20151798, Erection of 6ft High Wooden Fence, was granted planning permission on 10<sup>th</sup> December 2015.

**16/06. Action Log:** Nothing new to report.

**16/07. Millennium Green Sundial:** The notion of the sundial on the Millennium Green is excellent but is down to the cost. £300 for the 4 discs plus the cost of the Parish Handyman to put them in does not seem unreasonable. Why should David have to raise the money, the Parish should feel privileged to have it. The Parish Council could pay up to a value of £500 and if it is any more a sponsor could be found. The invoices should come direct to the Parish Council in order to pay, if Abbey Memorials discounted a bit more or supplied the information plaque they could put a 'supplied by' on it. Thousands of pounds has been spent on other projects and this is part of a bigger scheme, children would find it exciting. **Decision:** it was resolved unanimously to spend up to £750 'all in' on the project, the invoices would have to be to the Parish Council in order to be paid and claim any VAT back. This would be for 12 + 4 granite circles plus an information plaque on a slanted wooden information board. Sonya to let David know.

**16/08. Correspondence:** a) The Broadland District Council Overview and Scrutiny Committee are identifying topics for consideration for their next schedule of work between now and April. The Committee welcomes the Parish Council's views on an online survey as per e-mail to Councillors 5/1/2016.

b) A letter of complaint was received from a resident by the lay by on the A47 by Lingwood Road has been received, this is for the Parish Council to forward to the A47 Highways (AMEY). Sonya has forwarded it.

c) Police crime report from Wally. This was read out.

d) NALC Newsletter, as forwarded to Councillors, informing amongst other things the consultation regarding the Policing element of the Council Tax – Freeze or increase? Councillors can respond individually.

**16/09. MUGA:** To consider quotes for MUGA. One of the quotes is yet to come in so this item will be moved to the February meeting.

There was an interesting question from the last site visit, regarding a soak away provision, also one of the quotes does not specify floodlights.

**Decision:** Clerk to make sure the quotes already received have quoted for surface water drainage in their 'ground works'. The Clerk will also ask about the floodlights not itemised on the Sovereign quote.

**16/10. Allotments:** To consider purchasing more hardcore for the track to the back allotments; hardcore could be purchased from Parkers @ £100 of hardcore should be enough to go in the tracks. Once this has been sorted then the chippings can be ordered to be put on top. **Decision:** Ben can liaise with the allotment holder. Clerk to e-mail Ben his number.

**16/11. Bus Shelter Norwich Road, Nr Homelea:** (Enough space on footway for 2m wide with ¼ panels). Ben has yet to speak with residents to make sure they are aware of any short comings a shelter may bring. The Clerk has contacted Wherry to ask permission for a ½ sided shelter to be put 400mm onto their site but they want to make sure residents ok first. Meanwhile, the Partnership grant application of 50% of the cost, had to be in by December 15<sup>th</sup> so the Clerk has applied for just the ¼ sides and the shortfall of @ £200 will be made up by the Parish Council if ½ sides are granted, as agreed at the December meeting. Highways have granted a street furniture license but Broadland would like a planning application to be submitted, this would cost £97.50. **Decision:** It was resolved to apply for planning and pay £97.50 for a planning application.

**16/12. Highways:** The Clerk has written a strong e-mail to AMEY asking why the layby has been taken away without consultation or study into its use. A letter of complaint has been received by the resident at the old Post Office site, this has been forwarded to AMEY.

**16/13. Finance:** a) Authority to pay: i) K. Monsey December cemetery grass cutting £48. (Chq 214)

ii ) Clerk's Expenses Oct/Nov/Dec £ 197.71 (Chq 960).

iii) Broadland Pest Management, allotment rats 6 – 8 week follow up treatment. £60 (Chq 961)

iv) CPRE Subs £36 last year. **Decision:** It was resolved to keep it at £36 (Chq 962)

v) Mary Hanton 25% of Village Hall grass cutting for 2015 £112.50 This could possibly not be needed from next year, when it was originally agreed it was because the Parish did not have enough amenity land. **Decision:** It was resolved to pay. (Chq 965)

b) Accounts April 2015 to December 2015 and Budget for Precept.

The Clerk had circulated the budget prior to the meeting. The budget suggests a £1,583 shortfall for next year if the precept remains the same as last year at £18,246. The reserves and contingency of £2,000 p.a. which was started in 2015, to build up a repair and replacement fund for the park equipment, would mean a shortfall of £3,583.00, to recover this there would have to be an increase of 19.6%.

The report from Broadland District Council, regarding the increase of Band D properties in the Parish, meant that as there were more Band D properties an increase in precept of @ 6.3% on the precept would not increase the Band D price at all, it would stay at £20.97 per band D but would give the Parish Council something towards the shortfall.

**Decision:** It was resolved to increase the precept by 15% (£2,737) which would take it from £18,246 to £20,983 per year. This would be an increase from £20.97 to £22.68 per year per band D property = £1.71 per year increase, per band D property, which is @ an 8% rise in the Parish Council part of the Council Tax to properties. The actual charge percentage is less than the increase in precept percentage, due to it being split between more properties. The Parish Council part of the Council tax for Lingwood & Burlingham still remains one of the lowest in Broadland.

*N.B. Cheques were also signed at this meeting for i) Anglian Water – allotments £45.17 (Chq 963).  
ii) Councillor S. Stevens – mileage for attending NALC £8.82 (Chq 964). These will appear retrospectively on the next agenda.*

*There being no further business the meeting closed at 20.55 -  
Next meeting is on Tues 2<sup>nd</sup> February 2016  
At Lingwood Methodist Chapel.*