

LINGWOOD & BURLINGHAM PARISH COUNCIL
Minutes of the Meeting held at the Lingwood Methodist Chapel, Chapel Road,
Lingwood on Tuesday 7th October 2014 at 7.30pm.

Present were: Ben Bethell – Chairperson, Mike Bredbere, Cliff Fountain, Krisy Little, Giles Mack, Richard Morton, Ian White and Sonya Dickinson – Clerk.

14/118. Welcome & apologies for absence: Apologies were received from Marina Tubby – Vice Chair, Ian Chapman, Tony Gould, County Councillor Brian Iles and PC Ian Kennedy. Ben also welcomed Brenda Jones.

14/119. Co-option of New Councillor: Councillors considered the application from Brenda Jones. Ben Bethell proposed and Mike Bredbere seconded, it was resolved unanimously to welcome Brenda Jones onto the Council.

14/120. Declarations of interest: Sonya Dickinson – Finance b) ii), iv) and v).

14/121. Public Forum: We were joined by 4 members of the public along with District Councillor David Ward.

David mentioned the BDC Training facility at Carrow Breck, Hellesdon which gives level 1 training, apprenticeships and qualifications to youngsters to help them towards employment. They are doing very well at the moment with @ 80-85% pass rate.

Neighbourhood planning – government has removed the funding but BDC will match fund. BOPP (Broadland older people partnership) - are having an open evening on 17th October at the Dussindale Centre.

John – Brundall has traffic calming measures but we need them for the new School as it is bedlam with the traffic going too fast and children everywhere, there have been some very near misses. Can single yellow lines with timings be put on Station Road from Norwich Road to Clarkson Road? Ben said that the Council could ask Highways and Safer Routes to School dept if anything can be done.

Broadland has a travelling traffic warden – David said he would pass the details to Sonya.

14/122. Minutes of the meeting 9th September 2014: Were signed as a true record.

14/123. Matters arising from 9th September 2014 Meeting: None. Ben took this opportunity to give a Village Hall update. The Hall has been started, the footings have been dug today. Two gates have been put in and banking has been done to save taking the soil away and to separate the playing field from the farmer's field. MUGA's are well within reach. The Social Club is being re-formed with @ 20 people on it so far. There is an upstairs room which will not be finished to 2nd fix, this could be considered for use as a meeting room when finished.

Newsletters are being sent out next week, last time the Village Hall paid so it is the turn of the Parish Council this time. The traffic on Station Road should be added to the newsletter.

14/124. Planning: a) 20141539 – Application to Vary Condition 4 & Remove Condition 18 of Planning Permission 20121604 – Revised Drainage Strategy. Land at Norwich Road/Station Road, Lingwood. **Decision:** Unanimous Support - as long as experts agree and it is visually acceptable.

b) 20141581 – Raising of Roof to provide First Floor Accommodation. Lingmoor, Buckenham Road, Lingwood, NR13 4BL. **Decision:** Unanimous Support.

14/125. Correspondence & Action Log: a) Norfolk County Council – Parish Partnership letter as forwarded by e-mail. Ben read the letter out for Councillors. Station Road could be asked about.

14/126. Cemetery Lych Gate: It was resolved unanimously to go ahead with Beighton Builders quote of £477 + VAT for treatment of the Cemetery fence, gates and Lych gate.

14/127. Millennium Green - Sun Dial, Bins and Planters: If David Payne can set it out, Councillors will put the sun dial in, liaise times for meeting on the Green. Sonya has not ordered the bins and planters yet as she has asked Herbie what fixings are needed and he is still to get back to her. Sadly another tree has been snapped, why? A laminated sign could be put on it asking why? Ben will ask Ernest to look at the trees for advice, a few may need trimming.

14/128. Highways: a) Letter from Norfolk County Council ref Budget cuts. Ben read out the letter.

An e-mail complaint has been received ref the drainage system on Blofield Road near Vale Farm. Sonya to forward to Highways and report the large pot hole on New Road opposite 62 Station Road.

14/129. Finance: a) Authority to Pay was given for: i) BDC Section 106 for the rest of play equipment £4,853.55

ii) BDC 2nd instalment of precept 2014-15 £8,370.00

iii) Lingwood Village Hall, payment for user group using the Village Hall. (Transfer to Reading Room account) £161.

iv) NPS £490 - Curved bench for Peters' Wood.

b) Authority to Pay was Requested for: i) CGM Aug Millennium Green Grass cutting £128.71 + VAT, Verges £167.14 + VAT (Chq No. 862).

ii) Clerk's expenses July/Aug/Sept £212.06 (Chq No. 860).

iii) Viking – Printer ink £63.56 inc VAT. (Chq No. 861).

iv) Norfolk Parish Training Partnership, Grave Matters Course 15/1/15 for S. Dickinson £30. (Chq No. 863).

v) Norfolk Parish Training Partnership, Practical Budgeting Course for S. Dickinson £35. (Chq No. 864).

vi) K. Monsey Sept Cemetery Grass £144.00 (Chq No. 200).

c) Retrospective permission to pay Requested for: i) M. Bredbere £ 67.15 (Chq No. 851).

ii) K.Monsey £240 Aug Cemetery Grass (Chq No. 199).

iii) R. Bethell – Re imbursement for Keys cut £17.80 (Chq No. 855).

iv) BDC invoice 480468 bin emptying on Green £48.48 (Chq No 853).

v) Came & Company – Extra Insurance for new Millennium Green equipment. £70.17 to 30/3/2015. (Chq No. 856).

vi) Norbury Park Wood Products 2 instalments of £294 inc VAT - curved bench for Peters' Wood, to be reimbursed by NPS. (Chq No's. 857 + 858).

d) Allotment Gate and fencing for entrance to rear allotments, request to spend £ 182.35 + VAT plus fitting. **Decision:** It was resolved by majority to spend the money. (Chq No. 865). £230.44 inc VAT and delivery, fitting still to be paid for.

A new allotment holder wants their money back due to some items going missing, it has been found that the items belonged to the old allotment holder who came to clear the allotment. Refund of £36 (Chq No. 859).

e) Quarterly BMX and Play Equipment inspections by Play Inspection Co. £390.00 + VAT. **Decision:** It was resolved to have quarterly inspections.

f) Quote for trimming trees and hedges in the vicinity of the Nursery Building. **Decision:** This land is still owned by NCC with NPS looking after it. The Village Hall has asked grass cutters to cut around the nursery to keep it tidy but the trees and hedges will need to be kept trim to stop them growing over the windows etc. Get a quote but also need to check with BDC tree wardens before any trees are touched but it is suspected that only trees on the development area are the ones with TPO's on them.

g) Grounds Tractor viability. The tractor would possibly cost @ £25,000 to £30,000, insurance would be approx £700 - £800. It would be nice to have the Millennium Green cut more often. It was asked if the savings would outweigh the extra work and reliance on volunteers, there is also no storage at present. **Decision:** Put it back on the agenda next October.

With reference to the grass tender documents that get sent out in January, they could go out earlier and could specify payment per cut, the Millennium Green could be put on a weekly cut but fortnightly in Oct and Nov. The verges could be put on a

fortnightly cut cycle and add Lodge Road to No 1 as it currently only gets cut to Oak Tree Close, Avondale/Norwich Road corner will also need to be added next year.

14/130. Long-term financial plans, maintenance and capital expense: Since the Millennium Green play equipment was installed on the Green in 2010, other long term liabilities have also since been acquired. Ben and Sonya have looked at the rules of holding funds towards future outgoings etc. and need to look at how much expenditure on annual maintenance and upkeep and funds towards new items for future may be kept surplus in the account, still allowing the precept to be put up to cover inflation as well as extra reserves. Sonya's course in November should help highlight any pit falls etc. **Decision:** It was resolved that Januarys budget should have saving reserves in, to help pay for future maintenance outgoings and to build up replacement reserves, for the future when there is no income from new development.

There being no further business the meeting closed at 21.05 – Next meeting Tues 4th November 2014.