

**SAHAM TONEY PARISH COUNCIL
MINUTES OF A MEETING HELD ON THE 13th JUNE 2016**

These Minutes are draft Minutes which will not be approved by the Council until it's next Meeting on the 4th July and are therefore subject to change.

A meeting of the Parish Council was held on the 13th June 2016 at 7.30 p.m. at The Wells-Cole Community Centre.

Present – Mr. B. Hinkins in the Chair supported by Messrs N. Creek, R. Harrold, J. Laws and M. Baldwin.

1. Apologies for Absence: Apologies received from Messrs. M. Bohn, T Bunce and S. McConnell and Mr. C. Carter (District Councillor).

2. Declaration of Interest in Items on the Agenda: No councillor declared an interest in any Agenda item.

3. Minutes: The Minutes of the Meeting held on the 9th May 2016 were taken as read, proposed by Mr. N. Creek, seconded by Mr. J. Laws and unanimously agreed and signed.

4. Matters Arising from the Minutes and Action List:

- Coburg Lane –Mr. J. Laws said the map is ready and Mrs. P. Grieff is obtaining information from the Land Registry re land owners.
- Entrance to WCCC Car Park –On Agenda
- Highway Matters –.email from Paul Sellick.
 - Hedge between Wood Farm and Park Farm – will be contacting land owner once the nesting season is over.
 - Finger posts on the church green – this is very low priority due to funding but rangers have been informed.
 - Junction at Pages Lane/ Richmond Road needs resurfacing - will have a closer look and see if there is a cost effective repair.
 - Pot hole filling done to a poor standard – technician will monitor this.
 - Junction markings - will add to the new season bulk line refresh order.
 - Supply of hazard markers and road narrows signs for councillors to locate – highways need to retain control of this.
 - Marking of edges of carriageway to delineate between road and verge – edge lines are not considered on rural and village environments. If there is a specific location please ask in order that Highways can inspect.
- Wayland Partnership – Suzanne Rhind will attend the July meeting at 7.15 to give a presentation on the Action Plan for the next 10 years for the Wayland area.
- Risk Assessments – Mr. T. Bunce is progressing with these.
- Playingfield – nothing heard from the Playingfield. If Mr. T. Bunce has not heard from them we need to arrange a meeting.
- Trees in Saham Lodge – wood chippings need to be spread – Mr. N. Creek has asked owner to attend to this. This has not been done – Clerk to write to Mr. Easey.
- Working Group – a meeting has not been held
- Parking at School – under correspondence on Agenda

- Grounds Maintenance at the Community Centre – Clerk to arrange a meeting to discuss the contract – Mr. N. Creek and the Chairman to attend.
- Filling of rabbit holes – this will be done before the Fete. Erich has said that the Parish Council need to have a load of top soil delivered. Mr. N. Creek to check is he has sufficient for this year - Mr. J. Laws said he could arrange this if necessary.
- Shingle in WCCC car park – no reply received from Trell after two emails.

5. Public Participation and District/County Councillor Reports: The Clerk read an email from Charles Carter. The Topic Paper for LSCs details the re-allocation of housing and the numbers now required given this change. Mr. Carter is chairing meetings this week which will address this point. His main aim is to see Saham Toney’s numbers reduced as much as is possible, although this is hard at the moment given the amount of applications, and the remainder allocated to the market towns and the service centre villages which remain. The location and need for Settlement boundaries will also be discussed and Mr. Carter’s view is that they will remain.

6. Correspondence:

- Notification re the Community Car Scheme – administration of this had now changed from Breckland. Mrs. Pat Nichols had informed that she will have to retire at the end of July after 22 years’ service. Another person had shown interest in driving for the scheme and this is ongoing.
- Letter from Parkers School re parking around the school – the school had written to all parents asking that they park responsibly when parking at the school taking care not to block driveways. The Chairman said irresponsible parking is still occurring and it was suggested that it is pointed out to these parents that they are causing a hazard.
- Letter from Barclays Bank re confirmation of amendment to signing arrangement – Mr. B. Hinkins is now a signatory on the account in addition to Mr. R. Harrold and Mr. S. McConnell.
- Email from Highways re ditch in Chequers Lane – conditions re the ditch are part of the planning permission. The owner has now had a ditch dug the other side of the hedge which appears to be working.
- Letter from NCC and email from Ovington PC re A1075 improvements – 50mph speed restrictions – only a very small part of the A1075 is in the parish of Saham Toney. However this is an access route for Saham Toney and therefore we should have been consulted. The Council has no objections to the speed reductions.

7. To Approve Accounts for Payment: The following accounts are due for payment:-

- Alan McMurdie Services – £60 - Repair to Slam Dunk
- CGM - £883.90 - Grounds Maintenance
- Norfolk County Council - £30 – Safer Annual Membership
- Mr. N. Creek - £15.87 – new battery for laptop
- Mrs. J. Glenn- £608.75 – made up as Salary £480.56
Broadband £19.99
Use of home as office £52.00
Ink cartridge £31.88
Postage £24.32
- Inland Revenue - £76.80 – Tax
- Mrs. P. Nichols - £120.75 - Community Car Scheme (half repayable by Breckland)

The payment of the above accounts was proposed by Mr. J. Laws, seconded by Ms. M. Baldwin

and unanimously agreed.

8. To Consider any Planning Matters: Refusal of Planning Permission received to Plan 3PL/2016/0284/O – Outline permission for one four bedroom detached dwelling with garage in Richmond Road and Plan 3PL/2016/0294/F – residential development of two bungalows with associated garaging, parking, amenity space and access at Tall Trees, Chequers Lane. Planning Permission received to Plan 3PL/2016/0415/F – Conversion of existing stable to A1 hairdresser's salon and studio at Saham Tythe Barn, Chequers Lane and Plan 3PL/2015/1334/F – erection of dwelling with integral garage at land to the rear of 84 Richmond Road.

The following plan was discussed:-

- Plan 3PL/2016/ 0521/F – demolish building and erect dwelling, including change of use to residential at Land and building to the rear of 86-92 Hills Road – basic comments already submitted at last meeting to meet Breckland's deadline. The Chairman said this is a similar type of development to the one in Richmond Road and read some further comments:-
 - A tithe map has stated that this area was categorized as arable land and is wide open to the countryside.
 - Development is ribbon by nature in Hills Road and this proposal breaks with this tradition and projects a finger into this countryside.
 - It is an area where local residents have lived for more than 30 years and over this period this site has been observed where spoil was seen to be distributed from a nearby development, along with corrugated and lagging materials being dug into the ground. This is of some concern and the attached contamination document has no mention of this. Throughout this period it was reported to Breckland when an Enforcement Officer was appointed to oversee the situation.
 - New isolated homes projecting into the open countryside should be avoided unless there are special circumstances.

It was agreed to submit these additional comments.

9. To Receive a Report from the Neighbourhood Planning Committee: The Chairman said that at two previous meetings of the NP committee we had the assistance of a Breckland Representative for guidance but unfortunately that person has now left their employment and we have been unable to find out who is to replace them. We have applied for a grant and have been awarded £1000 but there are still forms to fill in before we get the money. A document has been produced showing the various stages and completion should be in July 2017. The Committee will have an event at the Fete to display posters and maps and obtain feedback from parishioners. This will be a legal document that will be in place for the next 20 years.

10. To discuss Quote for the Council's Website: A quote in the sum of £575 has been received. Half of this has been claimed from the grant available for Neighbourhood Planning as the site is needed to advertise and receive comments on the Neighbourhood Plan. The net cost to the Council is therefore £285. It was proposed by Mr. R. Harrold, seconded by Mr. J. Laws and unanimously agreed that we proceed with the new website.

11. To discuss the Wells-Cole Community Centre Entrance to the Car Park: The Chairman had visited the site with an engineer friend and the water table at that moment was 1m. Clerk had asked if

Trell could monitor the water table but as they are too busy they cannot do this. Trell consider their first quote would solve the situation but suggest contacting Plandescil for a professional opinion and Trell would then work to their requirements once a plan had been drawn. After discussion it was agreed the Clerk would speak to Plandescil and get a rough price for advice.

12. To Consider any Applications to fill the Vacancies on the Council – No candidates at present.

13. To Consider Reports from Outside Organisations:

The Clerk read the Speedwatch Report for May. There had been 3 checks during May with one cancelled due to the weather.

Date	Location	Speeding Vehicles	Clicked Vehicles
5/5/16	Chequers Lane	3	124
10/5/16	Layby, Pages Lane	Cancelled due to weather	
18.5.16	Church Triangle	0	279
24.5.16	33 Richmond Road	3	314

The Chairman said that some of the lorries coming round the bend at the church triangle were over the central white line and could cause an accident.

Mr. R. Harrold reported on the Wayland Partnership. There is a Job and Career Fair at the Queens Hall on the 28th June from 1- 7 p.m. which is supported by other organisations. The Partnership will have a Health and Wellbeing Marquee at the Wayland Show again this year. The Dementia Café is being well supported. There is a Growing Together grant of £150 to enhance the local area.

The Chairman said there had been a situation at the Old Bell last Saturday where residents had complained to Breckland Council re the excessive noise that went on very late.

14. Items for the Next Agenda (not for discussion): The following items to be on the July Agenda:
- Entrance to the WCCC and Applicants to fill the Vacancies on the Council.

15. To Confirm the Date and Time of the Next Meeting of the Parish Council – Monday the 4th July 2016 at 7.15 p. m. in the Small Hall at the Wells-Cole Community Centre. Before this meeting starts there will be a presentation from Suzanne Rhind from the Wayland Partnership.

The Meeting closed at 8.30 p.m.

Parish Matters

Mr. R. Harrold said that Richard Leighton (Chairman of Ashill PC) has been appointed to the Executive Committee of the NALC and this may be of use to us.

Mr. R. Harrold said TVC from Norwich were happy to come and deal with the Himalayan Balsam – agreed they be asked.

Mr. J. Laws asked about the can bank at the WCCC. It is full and apparently there is a charge for emptying. As cans can be disposed of in the black rubbish bin now it was agreed to get rid of this. Clerk to contact the supplier.

Mr. J. Laws said he had received complaints re the state of the church yard. Agreed this be added to matters to be discussed at the meeting with CGM.

Mr. N. Creek said that he had asked the Editor of the Saga to put in an article re the state of the stream behind Chequers Lane.

Mr. R. Harrold asked if the Welcome Pack is useful and the Clerk said several had been given out. Clerk to check to see what changes need to be made.

Mrs. Harrold had reported that there are no problems with the Play Park and there is very little rubbish.