

**Minutes of a meeting of Ingoldisthorpe Parish Council  
held in the Village Hall, Ingoldisthorpe on  
Wednesday 7<sup>th</sup> January 2015 at 7.00pm**

*DRAFT MINUTES SUBJECT TO CONFIRMATION*

**Present:** Councillors James Wilson (Chairman), Lionel Wragg (Vice Chairman), Carole Casey, Alan Mitchell, Sylvia Pratt, Nick Redwood and the Clerk, Jennifer Shah.

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Graham Piggott, Tony Spinks, Graham Wayt, John Dobson (County Council) and Avril Wright (Borough Council).

**2. APPROVAL OF THE MINUTES**

The Minutes of the meeting held on 3<sup>rd</sup> December 2014 were approved and duly signed by the Chairman as a correct record.

**3. DECLARATIONS OF INTEREST**

Councillors JW and CC declared an interest in the 'Site Allocations and Development Management Policies Pre-Submission Document' consultation which will run from 12<sup>th</sup> January to 23<sup>rd</sup> February 2015.

**4. PUBLIC PARTICIPATION**

Mr Robert Langley, a parishioner, came along to listen to the meeting after seeing the advertised Agenda.

**5. MATTERS ARISING**

**(a) Parish Precept**

JS explained that £480 grant funding will be paid to Ingoldisthorpe Parish Council, in addition to the Precept, further to the change in the way Council Tax Benefit is paid to recipients from 1<sup>st</sup> April 2013. JW made it clear that as the Parish Council doesn't have any large expected expenditure for the forthcoming year, except for the climbing frame replacement which we have budgeted for, we should try to reduce the Precept request. After a discussion on how much to reduce it by, LW proposed that the Precept be reduced by £500 to £12000 (from £12500 received over the last 3 years). This was agreed by all present Councillors.

**(b) Recreation ground climbing frame**

JS confirmed the official order is with Playmaintain and that the helicopter should be replaced by the new climbing frame in February but is still awaiting an exact date.

**(c) Rangers visit**

JS confirmed that the footpath between Smithy Road and St. Thomas' Lane was cleared by the rangers and that the overgrown grass on the footpath opposite Lancaster Terrace has now been completed. The gullies between Smithy Road and St. Thomas' Lane on Hill road were also cleared.

**(d) Small Highways Projects**

JS has had correspondence regarding Ingoldisthorpe's proposal for a raised footpath on Smithy Road from Sally Bettinson, the local Highway Engineer. She would not support

our proposal as it is not on or of benefit to the Highway. JS made clear that she is in disagreement and will submit our proposal anyway. JS also reported that the rough cost to raise the footpath using the Council's contractors is £4-£5k.

(e) **Allotments**

JW proposed that the yearly allotment rent of £15 should remain the same. All present Councillors agreed. SP mentioned that chickens sometimes get loose. JS to update wording of the Allotment Tenancy Agreement to ensure Allotment holders are aware that they are responsible for containing their chickens. JS to distribute updated Tenancy Agreements and collect yearly rents.

(f) **Agnes Bigge Charity**

SP has distributed £60 split between 4 parishioners aged over 90 years old. Mrs Dimmock hasn't signed the book as she is unable to see. £15 will roll-over to next year's distribution as there was uncertainty over the 5<sup>th</sup> parishioner aged over 90.

(g) **Village website**

JS confirmed ingoldisthorpe.org had been purchased but it can not be pointed to the new site until the beginning of February. As there are also teething problems with the new host JW suggested the new website be officially advertised from the beginning of February.

(h) **Shingle on Grovelands**

CC and LW asked whether there had been any response to the Clerk's letter regarding shingle on the pathway outside 37 Hill Road. JS confirmed there had not been. Clerk to write again.

## 6. FINANCES

Accounts proposed for payment by AM, seconded by SP and Council approved for payment:

	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)	
Current a/c	Clerk's wages (December)	J Shah	Monthly	BACS		209.89	
	December payment award for clerk	J Shah	Annual	BACS		13.52	
	Home office expenses (£10) & Broadband (£5)	J Shah	Monthly	BACS		15.00	
	Ingoldisthorpe.org	123-reg (refund to J Shah)	Annual	BACS	1.40	8.39	
	Ingoldisthorpe.com and website host	MrSite (refund to J Shah)	Annual	BACS	4.17	25.00	
	Hedge and Verge trimming	MP Dennis & Sons	Bi-annual	BACS	30.00	180.00	
	Street Lighting	E-ON	Monthly	Direct Debit	3.38	70.92	£522.72
Allotment a/c	Mowing of Allotment Pathways	C Waterson	Annual	CHQ: 100105		140.00	
	Water charges (Ingoldisthorpe)	Anglian Water	19/09/14 – 13/12/14	Direct Debit		57.98	
	Water charges (The Drift)	Anglian Water	19/09/14 – 13/12/14	Direct Debit		30.22	£228.20
<b>TOTAL</b>					<b>38.95</b>	<b>750.92</b>	

Bank Account	06/01/2015 (£)	01/2014 (£)
Current	832.32	413.89
Deposit	16409.11	12650.97
Allotment	279.62	452.00
Agnes Bigge	90.08	10.08

## 7. PLANNING

Ref. No:	Address	Planning Details	PC's Stance	Planning Notes
14/01295/F	Aldorcar, Coaly Lane	Replace with 2 cottages	✘	Committee Meeting 5/1/15
14/01586/F	3-4 The Old Hall, The Drift	Single storey extension & 2 storey rear extension	✓	Replaced with 14/01743/LB
14/01614/F	Glebe Cottages, Shernbourne Rd	2 storey extension	✓	Awaiting decision
14/01743/LB	3-4 The Old Hall, The Drift	Single storey extension & 2 storey rear extension	✓	Awaiting decision

## 8. CORRESPONDENCE

- (a) Local Plan - Site Allocations and Development Management Policies document received which proposes 10 new houses in the field opposite the Post Office. The documentation was passed to SP and CC to look at. They will then pass it onto JW. The public can make representations as to the 'soundness' of the consultation between 12<sup>th</sup> January and 23<sup>rd</sup> February 2015.
- (b) Norfolk Constabulary – Match-funded PCSO scheme. Noted.
- (c) Norfolk Age UK – request for donations with Open Garden Leaflet. Noted.
- (d) CPRE light pollution survey. CC and LW explained importance of certain areas of the village being lit e.g. Grovelands. SP suggested the street lights could go off after 2400 every night. JW did not think our lights have that capability. JS to fill in survey and suggest lights go off between Midnight and 0500 in Rural Areas.

## 9. ANY OTHER BUSINESS

None

## 10. ITEMS FOR THE NEXT AGENDA

JS to provide an allotment update

### Next meeting:

Wednesday 4th February 2015, 7.00pm  
Village Hall, 36 Hill Road, Ingoldisthorpe. PE31 6NZ.

**Minutes of a meeting of Ingoldisthorpe Parish Council  
held in the Village Hall, Ingoldisthorpe on  
Wednesday 4<sup>th</sup> February 2015 at 7.00pm**

**Present:** Councillors Lionel Wragg (Vice Chairman), Carole Casey, Alan Mitchell, Graham Piggott, Sylvia Pratt, Nick Redwood, Tony Spinks, Graham Wayt, Avril Wright (Borough Council) and the Clerk, Jennifer Shah.

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor James Wilson (Chairman), John Dobson (County Council).

**2. APPROVAL OF THE MINUTES**

The Minutes of the meeting held on 7<sup>th</sup> January 2015 were approved and duly signed by the Chairman as a correct record.

**3. DECLARATIONS OF INTEREST – none declared**

**4. PUBLIC PARTICIPATION – none present**

**5. MATTERS ARISING FROM PREVIOUS MINUTES**

- (a) **Parish Precept:** JS submitted request for £12000
- (b) **Recreation ground climbing frame:** Works to commence w/c 16<sup>th</sup> March
- (c) **Rangers visit:** JS confirmed Rangers will be visiting w/c 23<sup>rd</sup> February and will submit a request to trim the edges to the footpath outside the allotments as well as clean the brick-weave around the Centenary seat as per GPs request. No other requests received.
- (d) **Small Highways Projects:** JS submitted proposal on 30<sup>th</sup> January. AM commented that it may be more cost efficient to pay someone to clear the path.
- (e) **Allotments:** Just under £400 allotment rents received, a further £50 yet to be received.
- (f) **Village website:** JS confirmed the new website, [ingoldisthorpe.org](http://ingoldisthorpe.org) is live
- (g) **Shingle outside 37 Hill Road on Grovelands:** JS to see if anything can be done through Sally Bettinson at Highways as suggested by GP and AW.

**6. BOROUGH COUNCIL UPDATE**

- (a) AW has said that if anyone is not happy with any planning situation to let her know. The Borough Council like people to speak at hearing's if they have said they will.
- (b) Car park and Council tax rates are staying the same as last year
- (c) Heacham tip will be charging £2 per tip run from 1<sup>st</sup> April 2016. This has been implemented by County Council. Borough Council are against it with the view that it will increase fly-tipping in the area. Noted.

AW left the meeting at 19:25.

**7. AGENDA ITEMS**

- (a) **Allotment update**



JS met with Mr Emerson regarding the following items:

i. **Rats**

Out of control, he is spending a lot on poison but others aren't. Council agreed there is nothing else we can do. Parts 2.4.2 and 2.5 of the Allotment Tenancy Agreement state that tenants are responsible for preventing and managing vermin.

ii. **Uncultivation**

Mr Emerson was of the view that many allotments are not at all / not fully cultivated and that tenants should be evicted as in the past. GP suggested they are large sights. JS to write to those allotments that are not fully cultivated to see if they would like to split them.

iii. **Inspections**

Mr Emerson was not happy that all allotments are judged fairly and at the right time of year. Noted.

(b) **Smithy Road Blocked Drains**

JS has had a quote to clear the blocked drains (£75 for the first hour, £30 for each additional half hour, plus VAT with works not expected to exceed 2 hours). Awaiting quote for a basket to catch future shingle. AM has original documentation regarding laying of the footpath and whether the County Council are responsible for the drains. JS to investigate.

**8. FINANCES**

Accounts proposed for payment by LW, seconded by SP and Council approved for payment:

Bank Account	04/02/2015 (£)	02/2015 (£)
Current	503.61	745.91
Deposit	16409.11	11150.97
Allotment	365.53	239.90
Agnes Bigge	30.08	10.08
<b>TOTAL</b>	<b>17308.33</b>	<b>12146.86</b>

Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)
Clerk's wages	J Shah	Monthly	BACS		214.50
Home office expenses (£10) & Broadband (£5)	J Shah	Monthly	BACS		15.00
Website set-up (27 hours)	J Shah	One-off	BACS		267.30
Street Lighting	E-ON	Monthly	Direct Debit	3.27	68.63
<b>TOTAL</b>				<b>3.27</b>	<b>565.43</b>

JS requested Standing Orders for the Council finance procedures. SP has a copy and will find.

## 9. PLANNING

Ref. No:	Address	Planning Details	PC's Stance	Planning Notes
14/01295/F	Aldorcar, Coaly Lane	Replace with 2 cottages	✘	✓ 7th January
14/01586/F	3-4 The Old Hall, The Drift	Single storey extension & 2 storey rear extension	✓	Replaced with 14/01743/LB
14/01614/F	Glebe Cottages, Shernbourne Rd	2 storey extension	✓	✓ 8th January
14/01743/LB	3-4 The Old Hall, The Drift	Single storey extension & 2 storey rear extension	✓	✓ 28th January

A discussion regarding the Site Development Plan came up mentioning pressures on the infrastructure such as the surgery if additional houses are built. Noted.

## 10. CORRESPONDENCE

- (a) NPS Group – Fire Risk Management services. The Parish Council don't own any buildings. Noted.
- (b) Street light complaint from a Parishioner on Sandy Lane. Noted.
- (c) Advertising on website enquiries. JS asked what to do. Councillors agreed to allow Ingoldisthorpe villagers to list their businesses for free. JS to action.

## 11. ANY OTHER BUSINESS

- (a) TS has arranged for D Heffer to make holes in the brick bus shelter next to pond as it collects water. Councillors raised issue that holes should be put at eye height so people can see the buses. Noted.
- (b) Dog bin suggestion for Little Lane from the footpath questionnaires. Noted.
- (c) Street light suggestion for Smithy Road from the footpath questionnaires. Noted.
- (d) Defibrillator request from a parishioner via JS. CC mentioned this has come up at the WI meetings too. It isn't in the budget. Noted.

## 12. ITEMS FOR THE NEXT AGENDA

None

### Next meeting:

Wednesday 4th March 2015, 7.00pm  
Village Hall, 36 Hill Road, Ingoldisthorpe. PE31 6NZ.

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 4<sup>th</sup> March 2015 at 7.00pm



*DRAFT - SUBJECT TO CONFIRMATION*

**Present:** Councillors James Wilson (Chairman), Lionel Wragg, Carole Casey, Alan Mitchell, Graham Piggott, Sylvia Pratt, Nick Redwood, Tony Spinks, Graham Wayt, Avril Wright (Borough Council) and the Clerk, Jennifer Shah.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from John Dobson (County Council).

## 2. APPROVAL OF THE MINUTES

The Minutes of the meeting held on 4<sup>th</sup> February 2015 were approved and duly signed by the Chairman as a correct record.

## 3. DECLARATIONS OF INTEREST – none declared

## 4. PUBLIC PARTICIPATION – Dr Lee, Mr & Mrs Lee present regarding planning 15/00258/F

## 5. PLANNING

Ref. No:	Address	Planning Details	PC's Stance	Planning Notes
15/00149/F	Oak Farm, The Drift	2 Polytunnels at Oak Farm Nurseries	✓	Awaiting decision
15/00258/F	The Shieling, Sandy Way	Demolish & replace existing dwelling w. 2 new dwellings	✗	Awaiting decision

Concerns from the public present regarding planning ref 15/00258/F. They have submitted their views to the Borough Council's Planning department already. Objections related to:

- right-to-light
- being overlooked
- size of properties too large for plot
- car parking issues
- style of properties not in-keeping with rural location

Parish Council agree to support their objections in it's own response to the Borough Council.

*Dr Lee, Mr & Mrs Lee left the meeting at 19:15*

## 6. MATTERS ARISING FROM PREVIOUS MINUTES

(a) **Allotments:** Three allotments have outstanding payments amounting to £37.50. JS chasing up.

- (b) **Village website:** JS has had requests from non-villagers to advertise on the website. It was agreed by all councillors that non-residents wanting to advertise would be charged a one-off fee of £5 for their business listing.
- (c) **Shingle outside 37 Hill Road on Grovelands:** Sally Bettinson, our local Highways Engineer has confirmed she will send a technician over to check the property and speak to the residents. Failing that, encroachment letters reminded residents that they will be liable for any claims will be sent.
- (d) **Defibrillator:** GP notified the council that Dersingham Social Club have just taken delivery of a Defibrillator free-of-charge. JS to investigate.

## 7. BOROUGH COUNCIL UPDATE

- (a) Due to the amount of ill-feeling over the proposed charges at Heacham tip (£2 from 1<sup>st</sup> April 2016) Norfolk County Council are reviewing the charge.
- (b) Norfolk Rivers Trust are investing time in the River Ingol to make it a chalk river again.

*AW left the meeting at 19:25*

## 8. AGENDA ITEMS

- (a) **Churchyard donation:** Parish Council has donated a regular sum to the Church on a yearly basis but overlooked their donation in 2014. JW proposed that the Parish Council raises the donation to £550 per year (from £500 in previous years). JS to action and put a reminder in for next year.
- (b) **Little Lane footpath resurfacing costs:** JS has had call from Sally Bettinson (SB) our local Highways Engineer to say the Parish have been successful in obtaining funding for our bid to resurface Little Lane, cut back the overgrown bushes and tidy it up. The bid to raise the footpath on Smithy Road was unsuccessful. The Parish Council decided that as only 50/50 funding was being offered by the County Council (£7718) to sort our Little Lane, this cost was too high (being almost 2/3 of the Precept). Despite our reserves being strong enough to take the cost, JS is to respond to SB to reject the funding and look at applying for more funding if and when it becomes available.

## 9. FINANCES

Accounts proposed for payment by GW, seconded by GP and Council approved for payment:

<b>Bank Account</b>	<b>04/03/2015 (£)</b>	<b>03/2014 (£)</b>
Current	435.89	292.81
Deposit	15910.98	11152.43
Allotment	575.53	560.86
Agnes Bigge	30.08	10.08
<b>TOTAL</b>	<b>16952.48</b>	<b>12016.18</b>

Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)
Clerk's wages	J Shah	Monthly	BACS		214.50
Home office expenses (£10) & Broadband (£5)	J Shah	Monthly	BACS		15.00
Bus shelter cleaning	D Spinks	3 months	101350		45.00
Street Lighting	E-ON	Monthly	Direct Debit	3.38	70.92
<b>TOTAL</b>				<b>3.38</b>	<b>345.42</b>

#### 10. CORRESPONDENCE

- (a) Prince Frederick Duleep Singh image collection of Norfolk villages and towns. JS to obtain images to display on website.
- (b) Norfolk minerals site specific allocation development plan document is under consultation between 9<sup>th</sup> March and 20<sup>th</sup> April 2015. Councillors did not think this affected Ingoldisthorpe. Noted.

#### 11. ANY OTHER BUSINESS

- (a) Parking issues raised regarding the bottom of Hill Road (near the junction) and outside the Village Hall when it is being used. Noted.

#### 12. ITEMS FOR THE NEXT AGENDA

None

#### Next meeting:

Wednesday 8th April 2015, 7.00pm  
Village Hall, 36 Hill Road, Ingoldisthorpe. PE31 6NZ.

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 8<sup>th</sup> April 2015 at 7.00pm



*DRAFT – SUBJECT TO CONFIRMATION*

**Present:** Councillors Lionel Wragg (Vice-Chairman), Carole Casey, Alan Mitchell, Graham Piggott, Sylvia Pratt, Nick Redwood, Tony Spinks, Graham Wayt and the Clerk, Jennifer Shah.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors James Wilson, John Dobson (County Council) and Avril Wright (Borough Council).

## 2. APPROVAL OF THE MINUTES

The Minutes of the meeting held on 4<sup>th</sup> March 2015 were approved and duly signed by the LW as a correct record.

## 3. DECLARATIONS OF INTEREST – none declared

## 4. PUBLIC PARTICIPATION – none present

## 5. PLANNING

Ref. No:	Address	Planning Details	PC's Stance	Borough Council's decision
15/00149/F	Oak Farm, The Drift	2 Polytunnels at Oak Farm Nurseries	✓	Permitted
15/00258/F	The Shieling, Sandy Way	Demolish & replace existing dwelling w. 2 new dwellings	✗	Refused
15/00332/F	The Keys, Shernborne Road	Extension to existing balcony at front of property	✓	Awaiting

## 6. MATTERS ARISING FROM PREVIOUS MINUTES

- Allotments:** All payments now received. JS queried whether those outside the village can be on the waiting list for allotments. TS said that those in the village should take precedence. JS to confirm whether 2<sup>nd</sup> person on list is a resident of the village as 1<sup>st</sup> person is from Hunstanton.
- Shingle outside 37 Hill Road on Grovelands:** JS to confirm where Highways have got to regarding this matter (spoken to resident and/or sent encroachment letters) as shingle is still present.
- Defibrillator:** JS to investigate how Dersingham Social Club have just taken delivery of a Defibrillator free-of-charge.

## 7. AGENDA ITEMS

- None

## 8. FINANCES

Accounts proposed for payment by GW, seconded by GP and Council approved for payment:

Bank Account	08/04/2015 (£)	04/2014 (£)
Current	7597.34	1468.76
Deposit	8410.98	9152.43
Allotment	613.03	575.86
Agnes Bigge	30.08	10.08
<b>TOTAL</b>	<b>16651.43</b>	<b>11207.13</b>

	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)
Current a/c	Clerk's wages	J Shah	Monthly	BACS		214.50
	Home office expenses (£10) & Broadband (£5)	J Shah	Monthly	BACS		15.00
	Dog and litter bins	Borough Council	Annual	101351	24.00	144.00
	Churchyard donation	St. Michael & All Angels	Annual	101352 & 101353		550.00
	Climbing frame replacement	Playmaintain	One-Off	BACS	1051.00	6306.02
	Street Lighting	E-ON	Monthly	Direct Debit	3.38	70.92
Allotment a/c	Water charges (Ingoldsthorpe)	Anglian Water	14/12/14-17/03/15	Direct Debit		52.03
	Water charges (The Drift)	Anglian Water	14/12/14-17/03/15	Direct Debit		31.49
<b>TOTAL</b>					<b>1078.38</b>	<b>7383.96</b>

**Note:** JS wrote an additional cheque for £50 (101353) for the Ingoldsthorpe Parochial Church Council as the initial cheque (101352) was for the wrong amount (£500). The March minutes confirm that £550 is to be donated to the Churchyard fund this year.

## 9. CORRESPONDENCE

- Mazars.** Audit correspondence, JS to complete by 30/06/2015.
- Dog fouling on footpath between Smithy Road and Brickley Lane.** CC to speak to the person in question, however it is noted that JW has previously said that Dog Foulers should just kick their dog's excrement into his field.
- eON price rises.** Come into effect as of 1/5/15 as we are not on a fixed term contract. JS to negotiate a better deal and look into the costs associated with switching Ingoldsthorpe's street lights to LED in addition to how lights can be turned off during the small hours of the morning.

- (d) **Pensions Regulator.** The Parish Council must nominate a contact by 30<sup>th</sup> April 2015 due to new regulations that require all employers (with at least one employee) to have workplace pensions in place by 2017.
- (e) **Norfolk Association of Local Councils.** JS asked whether the Parish Council need to be a member (£161.27 per year). SP and CC confirmed that it is required.

#### 10. ANY OTHER BUSINESS

- (a) JS asked about training and whether she could register for the Certificate in Local Council Administration (CiLCA) at a cost of £250. After a discussion, GP proposed, CC seconded and the Council agreed that the Parish Council invests in their employees and support the registration.
- (b) TS raised the issue of a bike that has been locked at the Bus Stop for three weeks. It now has a flat tyre. Council decided to notify the police as we would like to remove it but would not want to be accused of removing someone's property.
- (c) TS mentioned that motorists have started to park on the pavement outside Lancaster Terrace again. Council agreed to leave it until the next meeting and send letters if the issue is still occurring.
- (d) GW informed the Council that he would not be standing to be a Parish Councillor at next month's elections.
- (e) GP spoke of antisocial behaviour by a number of youths outside the Social Club last Thursday. They unlocked the football goals and repeatedly kicked the balls against the new doors of the Social Club.
- (f) LW reported that Brickley Lane West is deteriorating badly, all the edges are gone. JS to report on the Highways online tracker.

#### 11. ITEMS FOR THE NEXT AGENDA

None

#### **Next meetings:**

Wednesday 6th May 2015  
Village Hall, 36 Hill Road, Ingoldisthorpe. PE31 6NZ.

Annual Parish Meeting - 7.00pm  
Annual General Meeting – 7.15pm



# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 6<sup>th</sup> May 2015 at 7.15pm



**Present:** Councillors James Wilson (Chairman), Lionel Wragg (Vice-Chairman), Alan Mitchell, Graham Piggott, Sylvia Pratt, Nick Redwood, Tony Spinks, Graham Wayt and the Clerk, Jennifer Shah.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Carole Casey, John Dobson (County Council) and Avril Wright (Borough Council).

## 2. APPROVE THE ELECTION OF OFFICERS & AREAS OF RESPONSIBILITY

**Chairman:** James Wilson

Proposer: Graham Piggott

Seconded: Tony Spinks

ALL IN FAVOUR

**Vice-Chairman:** Lionel Wragg

Proposer: James Wilson

Seconded: Alan Mitchell

ALL IN FAVOUR

### Planning areas:

Grovelands:

Sylvia Pratt & Carole Casey

Hill Road/Smithy Road:

Alan Mitchell

Top of Hill Road/Manor areas:

James Wilson & Nick Redwood

Lynn Road/Sandy Lane areas:

Tony Spinks & Lionel Wragg

Lynn Road/The Drift areas:

Tony Spinks & Lionel Wragg

### Allotments:

Tony Spinks, Lionel Wragg, Alan Mitchell

### Agnes Bigge Charity:

Sylvia Pratt & Carole Casey

### ISSC Committee representatives:

Graham Piggott & Nick Redwood

### Recreation Ground Charity Trustees:

James Wilson, Alan Mitchell, Nick Redwood,

Graham Piggott & Tony Spinks

ALL IN FAVOUR

The Council unanimously agreed to Co-Opt Tony Spinks back onto the Parish Council who has served for 27 years.

## 3. APPROVAL OF THE MINUTES

The Minutes of the meeting held on 8<sup>th</sup> April 2015 were approved and duly signed by JW as a correct record.

## 4. DECLARATIONS OF INTEREST – none declared

## 5. PUBLIC PARTICIPATION

Lucy Johnson was present as she has expressed an interest in becoming a Parish Councillor.

## 6. PLANNING

Ref. No:	Address	Planning Details	PC's Stance	Borough Council's decision
15/00332/F	The Keys, Shernborne Road	Extension to existing balcony at front of property	✓	Permitted
15/00595/F	3-4 The Old Hall, The Drift	Single storey extension & 2 storey rear extension	✓	Awaiting
15/00596/LB	3-4 The Old Hall, The Drift	Single storey extension & 2 storey rear extension	✓	Awaiting

## 7. MATTERS ARISING FROM PREVIOUS MINUTES

- (a) **Allotments:** JS to write to the allotment neighbouring Mr Guymer's following a complaint regarding the open chicken feeder in use which encourages rats onto the allotments. A copy of the letter will be sent to the complainant. The Council will continue to monitor the situation and may open the debate about whether to allow chickens to be kept on the allotments.
- (b) **Shingle outside 37 Hill Road on Grovelands:** JS received an email on 20/04/15 from Highways including a photo showing the shingle clearly OFF the footpath. They have closed the matter.
- (c) **Defibrillator:** JS reported that the Defibrillator received by Dersingham Social Club was donated by the East of England Co-Op via a scheme that is now closed and will not be repeated. Ingoldisthorpe Parish Council have been put on a reserve list if one becomes available. A discussion regarding the additional costs of maintaining and powering a unit and whether parishioner's would actually use the unit if required followed this information. Noted.
- (d) **eON price rises:** Having spoken to eON, JS reported that it would be more expensive for the Council to move onto a fixed price contract despite the hike in price of 35% (12.4p per kWh from 9.2p per kWh) due to the absence of standing charge on our Deemed Contract rate. JS has also investigated the price of electricity with other providers and has not managed to find anything cheaper than the £1146 it will cost the Council for electricity this coming year if we stay with eON, our current provider.
- (e) **LED street lights:** JS has investigated the approximate costs associated with switching Ingoldisthorpe's street lights to LED *and* part night lighting. K&M (our Street lighting maintenance provider) is sending a detailed quote for the 29 streetlights in the village but has indicated costs for maintenance will reduce from £19.99 per lamp to £6.35 and the cost of changing the lamps to be £350 ex VAT per lamp. JS to walk the village and assess each light and whether it is required. In addition JS will look into any evidence of increased accidents where lighting has been removed.
- (f) **Pensions Regulator:** JS has nominated herself as contact for the Parish Council with relation to the new Workplace pensions arrangements to be implemented in 2017.

## 8. AGENDA ITEMS – none

## 9. FINANCES

Accounts proposed for payment by LW, seconded by SP and Council approved for payment:

Bank Account	06/05/2015 (£)	05/2014 (£)
Current	296.90	887.05
Deposit	20890.98	21652.43
Allotment	544.51	545.79
Agnes Bigge	30.08	10.08
<b>TOTAL</b>	<b>21762.47</b>	<b>23095.35</b>

Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)
Clerk's wages	J Shah	Monthly	BACS		214.50
Home office expenses (£10) & Broadband (£5)	J Shah	Monthly	BACS		15.00
Annual subscription to NALC	Norfolk Association of Local Councils	Annual	101354		161.27
CiLCA registration	SLCC	One-off	101355		250.00
Agricultural drainage rates	KL Internal Drainage Board	Annual	BACS	0.00	46.93
Litter bins	Borough Council	Annual	101356	0.00	96.50
Street Lighting	E-ON	Monthly	Direct Debit	3.38	68.63
<b>TOTAL</b>				<b>3.38</b>	<b>852.83</b>

## 10. CORRESPONDENCE

- (a) **Enquiry received about becoming a Parish Councillor:** JW explained that one vacancy is now left with GW standing down after 3 years. JS to advertise the casual vacancy on the Village Noticeboards, website and social media. Interested parties will be asked to send a short paragraph to the Clerk detailing who they are and why they would like to become a Parish Councillor. Interested parties will be invited to speak at next month's meeting for 2 to 3 minutes before leaving the room for the current Councillors to decide on who to Co-Opt.
- (b) **Parish Council insurance renewal:** The renewal quotation for the Parish Council is £1014 with our current provider AON, due on 01/06/15. JS has looked into alternative quotations, the lowest being Hiscox for £870. JW suggested asking NALC for their recommendations. JS to provide alternatives to Councillors before the next meeting which will be after the renewal date.

#### 11. ANY OTHER BUSINESS

- (a) All Councillors that submitted their nomination papers filled in their expense forms. JS to return them to the Returning Officer at the Borough Council.
- (b) GW spoke about how he has enjoyed everyone's company at the Parish Council and offered his technical support while he is still around.
- (c) GP announced that Ingoldisthorpe will be participating in the Village Games for the first time this year. Interested parishioners should attend a meeting at the ISSC this Saturday at 6.30pm.
- (d) The ISSC's insurance is due for renewal and the premium has gone up significantly due to last Summer's break-in. JS to look into last year's donation from the Parish Council which is donated because the children's playground is on their property.

#### 12. ITEMS FOR THE NEXT AGENDA

- (a) **Co-Option:** Short speeches from all candidates wishing to become a Parish Councillor
- (b) **Accounts:** JS to present the accounts for the year 2014/15 to the Parish Councillors

#### **Next meeting:**

Wednesday 10th June 2015 at 7.00pm

Village Hall, 36 Hill Road, Ingoldisthorpe. PE31 6NZ.

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 10<sup>th</sup> June 2015 at 7:00pm



**Present:** Councillors James Wilson (Chairman), Lionel Wragg (Vice-Chairman), Carole Casey, Alan Mitchell, Sylvia Pratt, Nick Redwood, Tony Spinks, Lucy Johnson, John Dobson (County Council), Ian Devereux (Borough Council), Avril Wright (Borough Council) and the Clerk, Jennifer Shah.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Graham Piggott.

## 2. APPROVAL OF THE MINUTES

The Minutes of the meeting held on 8<sup>th</sup> April 2015 were approved and duly signed by JW as a correct record.

## 3. DECLARATIONS OF INTEREST – none declared

## 4. PUBLIC PARTICIPATION

All 17 members of the public were present regarding planning application 15/00854/OM (see item 8. on page 6 below). 16 of the 17 parishioners object to the development for 12 houses in the field with the Village pond. JW addressed all present. He had a conversation with Ben Marten last night and invited him to speak tonight.

(a) Ben Marten is the parishioner behind the development. He has a vision for a small scale development of houses. He said his intentions have been in the public domain for a number of years and that he has received no objections. From the conversations he has had with villagers he believes he has some support for the development. His proposal is at the heart of the village, building houses out of local stone and whose aesthetic is sympathetic to the older homes in the village. He wants to create an additional public open space with timber playground provided in perpetuity to the village. He is not a developer by trade and plans to deliver these houses under his own management. He has won a Campaign to Protect Rural England (CPRE) award for his renovation of Ingoldisthorpe Hall and has a long-term commitment to Ingoldisthorpe village where he lives with his family. He believes the proposed development will add profile and desirability to the village for the benefit of all residents. Ben is happy to receive suggested amendments or improvements to the plan at [ben@mountamelia.com](mailto:ben@mountamelia.com)

(b) Parishioner 1 is interested in rural development and has a degree in Environmental Design and Conservation from Oxford Brookes University. She does not believe 8 detached houses will improve Ingoldisthorpe. Not only does the village pond give the village 'a sense of place' it is home to a lot of wildlife including toads and Egyptian geese. To build on the field would be desecration.

- (c) Parishioner 2 spoke about how the Wildlife Report in the planning application obviously favours the development. However, bats can be seen in his garden in Ingoldale (which backs onto the proposed development's land) alongside Egyptian geese, oyster catchers (from Winter to Spring), toads, frogs, hens, coots and a variety of trees. He doesn't want to have to peek through the new houses at this wildlife and feel trapped with no way out. His lounge window will look onto a brick wall, Mr Marten should be ashamed of himself. The land [in the planning application] used to be clearly defined by the rest of the Ingoldisthorpe estate with Scotts Pine. He was unaware this field was theirs. It is disgraceful and he would like Mr Marten to take note of his and his wife's feelings.
- (d) Parishioner 3 confirmed with Ben Marten that the plan is for 12 houses not 8. The current plan is for 3 and 4 bed detached houses with some houses being semi-detached. She asked the rhetorical question 'which houses would be affordable housing?' Oyster catchers (which use the pond) are on the RSPB's amber conservation criteria. If the pond is going to be an amenity doesn't it have to have a car park? Where would this be? With an average of 2 cars per household that would be 24 additional cars. 24 cars too many, Lynn Road/Hill Road is already very dangerous. She is also worried about subsidence. The new houses (if built) will be 4.5m from her garage and 10m from her house. Others on Ingoldale would have new houses closer to their boundaries. She objects to all of it. Her neighbour has been resident in Ingoldale for approximately 25 years and remembers a year when water was up to her back garden fence. This could happen again. There are ongoing sewage problems and the water board has already implemented inspections every two month's on Ingoldale due to these. The services can not handle more houses.
- (e) Parishioner 4 has only just moved to the village. Before this plan goes ahead the services need to be sorted first. These services are not there. He also asked why there is a gate on the plan. Will it be a private road? Ben Marten commented that the plan is only an outline plan and he would take this feedback. Parishioner 4 asked why take the heart out of the village? It has been there forever, why ruin it for houses?

It was asked whether the Borough Councillors would welcome letters from parishioners. AW is on the planning committee but ID can accept them at [cllr.Ian.Devereux@west-norfolk.gov.uk](mailto:cllr.Ian.Devereux@west-norfolk.gov.uk)

The issue as to why no planning application has been displayed at the field was also asked and why people only know about it through other villagers. JW thinks that this is because the Borough Council have only just received the application and simply have not got round to putting up the notices.

JW addressed all present and made it clear that the Parish Council do not make any planning decisions. The Council can approve or object to planning applications with valid planning reasons. Any member of the public can also make comment and object to the proposal on the Borough Council website. He commented it would be a shame if the plan went ahead.

*All 17 members of the public left the meeting at 1920.*

## **BOROUGH COUNCIL REPORT**

Tuesday and Saturday marketplace refurbishments are now complete and events are planned right through the Summer in both spaces. ID introduced himself as our new Borough Councillor alongside AW. He has replaced Zipha Christopher.

*JD and AW left the meeting at 1925.*

Following the large public presence, JW concluded that the planning application put forward by Ben Marten has bubbled along in the past. However it is outside the village envelope. He has always viewed the village pond field as a focal open space in the village and would be sorry to see it developed.

LW objects from a drainage point of view to which JW responded that the relevant agencies will address these issues. The proposal to build houses was in the Local Development Framework plan [which is currently being reviewed by the Secretary of State for Communities and local Government]. LW also later mentioned that the houses would all need underpinning.

CC commented that the proposal seeks to place a gated community in the centre of the Village which seems a contradiction. If there are any pluses it would be that the pond would be open to the public, but at what cost?

NR laments any loss of green space. He expects that with current Health & Safety the pond would have to be railed off. He also mentioned that the plans say the recreational area will be 'gifted to the Parish Council' but we have enough to deal with already.

TS recalls floods all the way up the road and an ice skater who would come along in Winter. The pond now lacks water. He would hate to see the development go ahead. JW agreed.

AM added that it may be a plus point to move the current [dangerous] road junction between Hill Road and Lynn Road.

SP commented that new fencing would be nice and JW agreed that if the Marten's post and rail fenced their field it would improve the current aesthetic.

JW is under the impression that as this development will be classed as a major development, the determination date should not be until September and that the proposer may have been surprised that so many people turned up to voice their opinion so vociferously. He stated that the planning system does work and proposed that the Parish Council object to the plans. This proposal was unanimously agreed. Clerk to draft objection response summarising the main points of: outside the village envelope, drainage, highways, strong sentiment in the village, focal green space in the village not to be developed on, heritage, environment, and loss of wildlife. Clerk to circulate objection response to all Councillors before submission. ID added that the wording is important and JS confirmed she would use the NALC guidelines to draft the response.

ID confirmed that he would represent the Parish Council at the Planning meeting if we wished.

*ID left the meeting at 1945.*

5. **MATTERS ARISING FROM PREVIOUS MINUTES not discussed elsewhere on the Agenda**

None

6. **AGENDA ITEMS**

(a) **Co-option of new Councillor**

JW remarked that the Council had received applicants from two high calibre applicants for the role however one had declined to stand. JW proposed to co-opt Lucy Johnson (LJ) on to the Parish Council. Seconded by Tony Spinks. All in favour.

- i. JW proposed to give LJ areas of responsibility alongside the current Councillors (as below) and gave a short summary of what they mean:

**Planning area:** around Lynn Road/Sandy Lane, alongside Tony Spinks & Lionel Wragg

**Agnes Bigge Charity:** alongside Sylvia Pratt & Carole Casey.

This decision was seconded by SP. All in favour.

- (b) **Councillors to fill in Declarations of Acceptance, Code of Conduct and Register of Interests forms.** Completed. Clerk to send appropriate forms to the Monitoring Officer.

(c) **Discuss increasing number of Parish Councillors to ten**

JW reported that he had asked why we couldn't raise the number of Councillors to ten as we originally had two good candidates. JS reported that Borough Council had left her a message to say it was not a simple process. The Parish Council would need to discuss the issue and minute it. If the decision was made to increase the number of Councillors, BC would then implement the process which could take up to a year. JS confirmed that the number of Councillors is related to the number of Parishioners. It was unanimously agreed to close the matter until further notice.

(d) **Clerk to present the accounts for the year 2014/15**

All councillors inspected the cashbook. The cashbook, accounting statements including the balance sheet, profit & loss statement, bank reconciliation, allotment charity, asset register and Annual Return including the annual governance statement were all signed off by the Chairman and Responsible Finance Officer (RFO), Jennifer Shah and approved by the Council. JS confirmed the accounts were available for public inspection.

- (e) **Confirm the Parish Council's insurance renewal for 2015/16.** Unanimously approved

- (f) **LED street lights:** JS has assessed the location of each of Ingoldisthorpe's 29 street lights. Most are at junctions although some appear to be unnecessary, for example two near the Post Office. JS confirmed that the cost to switch each street light to LED is £350 ex VAT per lamp through our Street lighting maintenance provider, K&M. This includes the option to have part night lighting and lamps on existing wooden posts *can* be changed. JS to investigate exactly how the part night lighting works in case the Parish Council wanted to change the timings. JS to do calculate the cost saving in changing the lamps, not only with regard to maintenance (which will reduce from £19.99 per lamp to £6.35) but also with regards to energy consumption. LJ asked whether any evidence of



increased accidents has occurred where street lights have been removed. LJ also commented that accidents seem to happen approximately once per year near P&A, in Winter. JS reported that she had been unable to find any studies on this. However she reported that the CPRE held a conference last month on how rural villages are solving the problem of lighting in different ways. Two case studies were talked about in the conference, one where a village removed all the street lights, another where they changed their existing lights to LED. Clerk to investigate with these villages their rationale for choosing their preferred option.

- (g) **Discuss a complaint regarding shooting rabbits on private land adjacent to the Common.** TS spoke to JS on 3<sup>rd</sup> June regarding reports that rabbits were being shot on private land behind the bungalows on Lynn Road but that they were also shooting into the Common. He had asked JS to write a letter to the owner of the land. JW suggested a letter was all that was needed as it is a safety issue. JS confirmed that she had not sent the letter yet as legally it has to be discussed at a Parish Council meeting and that she can not act on a single Councillor's request. Now that the council have agreed to a letter she will post it.
- (h) **Discuss stopping petty cash in exchange for expense claims costing 5p per copy.** JS explained that now she is working for two Parish Councils her printer ink is not solely for the use of Ingoldisthorpe Parish Council so will have difficulty splitting the cost of ink between Councils. Having asked the outgoing clerk to Old Hunstanton about petty cash, she explained that they do not have any and that expense claims are submitted every three months. JS asked if she could implement this system at Ingoldisthorpe. JW proposed that this would be acceptable as long as the expenses were detailed. Seconded by SP, all in favour.

## 7. FINANCES

The monthly accounts were proposed for payment by SP, seconded by LW and Council approved for payment:

Bank Account	10/06/2015 (£)	06/2014 (£)
Current	294.07	1277.34
Deposit	20293.36	19652.43
Allotment	544.51	545.79
Agnes Bigge	30.08	10.08
<b>TOTAL</b>	<b>21162.02</b>	<b>21485.64</b>

- (a) NR checked over the ISSC's insurance papers for this year.
- (b) TS asked which water charges were for The Drift. JS said she hadn't realised they were for separate areas in the allotments and will look into the separate costs and for any significant variation as The Drift is solely for use by one of the allotment holders.

	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)	
Current a/c	Clerk's wages	J Shah	Monthly	BACS		214.50	
	Home office expenses (£10) & Broadband (£5)	J Shah	Monthly	BACS		15.00	
	Peppercorn Rent for Village Clock	Mr & Mrs Walmsley	Annual	101357		15.00	
	Insurance	Zurich	Annual	BACS		559.21	
	Insurance	ISSC	Annual	101359		250.00	
	Street Lighting	E-ON	Monthly	Direct Debit	4.55	95.58	
	Bus shelter cleaning	D Spinks	3 months	101358		45.00	
Dep a/c	Interest	Barclays	3 months	CREDIT		-2.38	1191.91
Allotment a/c	Water charges	Anglian Water	3 months	CREDIT		-89.29	
	Water charges	Anglian Water	3 months	CREDIT		-66.24	-155.53
<b>TOTAL</b>					<b>4.55</b>	<b>1036.38</b>	

## 8. PLANNING

Ref. No:	Address	Planning Details	PC's Stance	Borough Council's decision
15/00595/F	3-4 The Old Hall, The Drift	Single storey extension & 2 storey rear extension	✓	Permitted 10/06/15
15/00596/LB	3-4 The Old Hall, The Drift	Single storey extension & 2 storey rear extension	✓	Permitted 05/06/15
15/00854/OM	Ingoldisthorpe Hall	12 houses by the village pond	✗	Awaiting

## 9. CORRESPONDENCE

(a) **Barclays: changes to the way statements are received**

JW proposed that the Parish Council remains with paper statements as they are the only evidence the Councillors can see on a monthly basis of what is happening with the accounts. All in favour.

(b) **Request for donation towards t-shirts for Ingoldisthorpe inter-village games team.**

JS reported that she had been asked whether the Parish Council would consider a

donation towards t-shirt costs for Ingoldisthorpe's team in the inter-village games later this month. They are £1.95 each and 50 t-shirts are required. JS confirmed the Parish Council were not the only company that had been approached so it needn't be for the full cost. SP commented that it would show our support. CC agreed that it would encourage the team. The Council agreed to donate £50.

#### 10. ANY OTHER BUSINESS

- (a) LW commented that the nettles are extremely overgrown on footpath 1 from The Drift heading North behind the bungalows. LJ agreed and commented that it is difficult with a pushchair. Council to wait until next meeting to see if they get cleared before taking action.
- (b) TS asked whether the Parish Council waived the allotment rent for the 11 allotments the ISSC use for their car park. JS to investigate when the Parish Council began waiving the cost.
- (c) AM raised the issue of footpath 4 (Little Lane - between Smithy Road and St. Thomas' Lane). It needs to be cut back to the wood line and is heavily overgrown. Some repair work is also required. JS confirmed the Highways Rangers strimmed the path earlier this year but further work needs to be carried out. Due to the amount of work required, Clerk will get a quote from Chris Waterson who will meet with AM to discuss the work before progressing.
- (d) LJ commented that the footpath along Lynn Road between the allotments and Sandy Lane is overgrown with nettles. Her young daughter had fallen in the road trying to avoid the nettles. LJ asked who had carried out the work heading towards Snettisham as the same work needs to be undertaken on this stretch of road. JS confirmed she had requested the work via the Highways Tracker website and she will request the same for Lynn Road towards Sandy Lane.

The meeting closed at 8:50pm.

**Next meeting:**

Wednesday 1<sup>st</sup> July 2015 at 7.00pm

Village Hall, 36 Hill Road, Ingoldisthorpe. PE31 6NZ.

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 8<sup>th</sup> July 2015 at 7:00pm



*DRAFT – SUBJECT TO CONFIRMATION*

**Present:** Councillors James Wilson (Chairman), Lionel Wragg (Vice-Chairman), Carole Casey, Alan Mitchell, Graham Piggott, Sylvia Pratt, Nick Redwood, Tony Spinks, Lucy Johnson, Ian Devereux (Borough Council), Avril Wright (Borough Council) and the Clerk, Jennifer Shah.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from John Dobson (County Council).

## 2. APPROVAL OF THE MINUTES

The Minutes of the meeting held on 10<sup>th</sup> June 2015 were approved and duly signed by JW as a correct record.

3. **DECLARATIONS OF INTEREST** – JW declared an interest in item 8. Planning reference no. 15/00854/OM as he owns the preferred development site in Ingoldisthorpe in the Local Development Framework. *(NB. The Parish Council did not make any comments during the consultation period for the the Site Allocation & Development Management Policies Plan).*

## 4. PUBLIC PARTICIPATION

7 members of the public were present. JW asked whether any one was present for any other reason than item 8. Planning. Ref no. 15/00854/OM to which the response was “no”.

JW stated that at the last Parish Council meeting the general views of the public was noted and that the Parish Council's representation had been made in accordance with these views and is available to read on the Borough Council's website. The full planning committee will meet on the 7<sup>th</sup> September when the application will be determined. The groundswell of opinion is against the application although some do approve the application.

Marianna Vawser asked JW if he knew that Michael Vawser had been served notice on all the fields they farm that are owned by Ben Marten (the planning applicant). She stated that there would be no sheep to view in Ingoldisthorpe from October. She feels that this decision has been made in spite because the Vawser's are against the planning application. JW had not heard this information before but commented that it was not a matter for the Parish Council.

Kathy Wallace asked whether the Parish Council would be speaking at the planning committee and later wanted assurance that the Parish Council *would* speak. JW responded that the Council would take advice on the matter and would discuss it later in the meeting. ID commented that he had offered to speak on behalf of the Parish Council at the last meeting but that the committee would appreciate a representative from the Parish Council to speak due to the application being a major development. In addition, a representative could convey the strong feelings in the village as well as it supporting our own objection.

A discussion regarding who would be allowed to speak at the committee meeting and for how long ensued. JS to establish *who* can be represented and how they can be selected. A member of the public who had spoken to the Case Officer today was under the impression that it was on a first-come first-serve basis.

Sue Morgan asked whether the Parish Council could mention the flooding from *down-the-hill* in their representations. JW believes that this was in the Parish Council's objection letter and asked whether the public had anything else they would like to discuss.

*All 7 members of the public left the meeting at 1910.*

AW commented that the Parish Council needed to think about how to be represented at the committee meeting and that JW probably couldn't due to owning the preferred development site in Ingoldisthorpe (despite her understanding that the planning application is regarding land outside the village envelope). ID commented that he has limited knowledge of the people and place – a resident of Ingoldisthorpe would help 'make the point' at the committee meeting. JW commended JS on the Parish Council's objection letter and proposed that the Clerk attend the meeting to which JS agreed. This was followed by a unanimous vote by the Council for her to attend.

#### **BOROUGH COUNCIL REPORT**

AW reported that as of 7<sup>th</sup> July, for three weeks, a survey about waste recycling is available online ([west-norfolk.gov.uk/haveyoursay](http://west-norfolk.gov.uk/haveyoursay)) with an iPad mini as a prize. This survey is one of the first consultation activities of the Borough Council's new Recycling Reward Scheme and the results will provide valuable customer information to improve.

The Heritage lottery fund has offered 80% of the funding to improve the green and walkways at Hunstanton.

*AW left the meeting at 1924.*

ID reported that a scam where telephone callers are purporting to be from the Borough Council are asking people whether they have been in an accident and are obtaining personal details. The police are aware.

#### **5. MATTERS ARISING FROM PREVIOUS MINUTES - none**

#### **6. AGENDA ITEMS**

##### **(a) Village Street Lights**

- i. JS commented that the Post Office in Ingoldisthorpe were worried that the Parish Council were going to remove the street lights near them. TS and CC had both had similar conversations. JW commented that the Council were not proposing to switch-off lights but were looking to move with the times and improve the village's lighting from both a visual and economic perspective.
- ii. Our current street lights have photocell sensors to help them turn on/off. If the Parish Council changed to LED lighting the photocell sensors would ensure the lamps either turned off or dimmed between the hours of midnight and 0500 in the Winter. In the Summer they would not need to turn back on again.

- iii. The Parish Council would save £325.06 in annual maintenance charges and at least £397.61 in energy savings as the LED bulbs are at least 50% more efficient than the Parish's current lamps. This would result in an annual saving of circa £722.67. As previously noted, each new LED bulb would cost £350 ex VAT to supply and fit.
- iv. LJ asked what budget the Parish Council has for this. JW explained that our annual precept is in the region of £12k for which a large sum is for street lights (nearly £2k). The other large expense is the clerk. Last year we invested almost £5k in a new climbing frame for the children's playground and the year before it was the Village Sign. CC asked whether there were any looming projects. It was commented that although the bus shelter is not falling down the shingles on the roof do slip and need some maintenance. SP proposed that we change 3 lights this year and think about the precept to request next year. JW opposed this as he believes the Parish Council should make do with what funds we have available rather than tax the residents of the village more. CC suggested that as the new lamps use less electricity over time we gradually need to change them all. JW proposed 6 lamps to start with. LJ seconded 6 lamps and suggested we review the new lamps in the next financial year. This was followed by a unanimous vote to change 6 lamps with JS to decide which lamps to change first. LW commented that the orange lamps use less energy. GP requested that the lamp opposite Sandy Lane not be changed yet as it is not of much use. A number of Councillors have noticed new poles going up next to existing ones (behind the bus stop, Brickley Lane and the Drift). Clerk to investigate as County Council may be changing them for us.

(b) Review nettles and overgrown foliage on footpath 1 and 4.

- i. Footpath 1 has been cutback since last month's meeting
- ii. Footpath 4 has been cutback by JW, a quote for a full clearing has been provided by Chris Waterson for £490. There is a lot of overgrowth from the right-hand side of the pathway. JS recalls a conversation and possibly a minute reference from the end of last year about the same issue as it is the landowner's responsibility for overgrowth, public money should not be used. Clerk to write a letter to the landowner.

(c) Update of ISSC's allotment rent from the Clerk

- i. The ISSC do not pay for the allotment's in their Lease due to the issues the club has been through in recent years.
- ii. A discussion regarding the rent took place. The allotment account is balanced – not in deficit or profit.
- iii. The Parish Council will continue to waive the ISSC allotment rents.

7. **FINANCES** - The monthly accounts were proposed for payment by JW, seconded by SP and Council approved for payment:

Bank Account	08/07/2015 (£)	08/07/2014 (£)
Current	599.78	2329.61
Deposit	18793.36	17654.56
Allotment	544.51	545.79
Agnes Bigge	30.00	10.08
<b>TOTAL</b>	<b>19967.65</b>	<b>20540.04</b>

#### Pending Transactions

	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)	
Current a/c	Clerk's wages	J Shah	Monthly	BACS		214.50	
	Printing/post costs (£19.74)	J Shah	Monthly	BACS		19.74	
	Street Lighting	E-ON	Monthly	Direct Debit	4.40	92.49	
	Audit Fee	J Raby	Annual	101360		75.00	
	Intervillage Games Donation	K Bithray	One-off	BACS		50.00	
	Grass trimming nr. Sandy Lane	MP Dennis & Sons	3 months	BACS	14.00	70.00	£521.73
Allotment a/c	Water charges (The Drift)	Anglian Water	3 months	Direct Debit		29.73	£29.73
<b>TOTAL</b>					<b>18.40</b>	<b>551.46</b>	

A discussion regarding the Inter-village games took place, GP confirmed that the t-shirts had an Ingoldisthorpe Parish Council sticker on one arm with Norfolk Bamboo (the other sponsor) on the other. Ingoldisthorpe won the badminton, came 2<sup>nd</sup> in the bowls and rounders. The village also took place in the darts and football teams as well as junior events. The main organiser for the village was Kathryn Bithray, it was Ingoldisthorpe's first year in the games and we did well considering this.

## 8. PLANNING

Ref. No:	Address	Planning Details	PC's Stance	Borough Council's decision
15/00854/OM	Ingoldisthorpe Hall	12 houses by the village pond	✘	Committee 07/09
15/01014/F	Mayfield, Sandy Lane	Demolish & replace existing dwelling (revised design)	Awaiting	Awaiting
15/01045/F	The Shieling, Sandy Way	Demolish existing dwelling & replace with 2 (revised design)	Awaiting	Awaiting

**15/00854/OM** - NR commented that he was affronted on JW's behalf further to Rural Solution's letter in response to the Parish Council's objection. Their response, which suggested that the Council had been swayed in it's opinion, could not be further from the truth and JW has always been open about the issue.

The Parish Council reviewed and discussed the revised designs for planning references **15/01014/F** and **15/01045/F** as they had only been received by the Clerk today and needed a decision prior to the next Parish Council meeting. It was agreed that LJ along with LW would visit the sites and speak to the neighbours regarding the revised designs, (15/01014/F appears to be the garage raising by 225mm), before responding on behalf of the Parish Council via the Clerk.

*ID left the meeting at 2010.*

## 9. CORRESPONDENCE

- (a) Tree Preservation Order – Robert Langley had suggested that the Parish Council look into these orders to protect trees in the village as a number had been felled recently on private land. NR was under the impression that any individual could apply to put a preservation order on a tree and it was up to the individual to pursue this if they wanted to.
- (b) King's Lynn Ramblers – sent a letter to JS offering £1 per car to park at the ISSC while they walked around Ingoldisthorpe. Following a conversation with GP, JS had agreed to this and brought the proceeds (£12.30) to the meeting. The Council unanimously agreed for the money to go in the ISSC's charity pot.
- (c) ESET antivirus licence for Parish Laptop – due for renewal. 1 year £20.95, 2 years £37.73, 3 years £50.92. JW proposed the Parish Council purchase a 3 year licence followed by a unanimous vote in agreement.
- (d) Letter from Norfolk County Council entitled 'A good education for every Norfolk learner'. Noted.
- (e) Parish Partnership Scheme – will be running in 2015/16 with a total of £300k on offer from Norfolk County Council with 50/50 match-funding. Noted.



## 10. ANY OTHER BUSINESS

- (a) SP asked JS whether Norfolk Link Magazine was received any longer. JS responded that she had not had any through and would chase these up.
- (b) TS commented that the thorns near the pond needed pruning to which LW responded that he had done so last week. Railings behind the bus stop next to this area were knocked down circa 5 years ago and still have not been repaired. Noted.
- (c) TS commented that the complaints in the allotment regarding chicken's appear to have been resolved between the two allotment holders.
- (d) TS reported that the Parish Council bins have disappeared. JS commented that she had noticed this yesterday evening (the bins had been full in the morning). JS will enquire with the relevant authority. The council gave TS permission to purchase two new bins and that 'property of IPC' did not need to be painted on them.
- (e) LJ raised the issue that there is no safe way to get to Ingoldisthorpe Primary School especially via Brickley Lane. She believes children should be able to walk and cycle to school safely, and indeed should be encouraged to do so but feels that there is at present, no safe way of doing so from both Hill Road and Brickley Lane. JW explained that the Parish Council has discussed this in the past and that the cost of footpaths, especially new ones could be very expensive. Various schemes had been suggested by the previous Headteacher although none appeared to have been followed through. There is also a parking issue at the top of the village twice a day around school drop-off and pick-up times. LJ is happy to look into it and what funding may be available. JS gave her the Parish Partnership scheme information and suggested our Highways Engineer, Sally Bettinson as a point of contact.
- (f) GP has had reports of horse mess on Grovelands and has spoken to the culprit. Noted.
- (g) GP has also had a report of chickens in the allotment neighbouring Mr Vawser's field. They are not being fed and no one is sure who they belong to.
- (h) Mick Daniels has asked whether the Silver Birch can be cut down at the back of his allotment as it is killing everything that grows at the bottom of it. The Council agreed that this would be allowed in cooperation with his allotment neighbours if it is on their allotment.
- (i) NR will arrange a time with Mick Plaice at ISSC for an inspection. He also raised the issue of parents of school children parking opposite the Post Box on St. Thomas' Lane. He was almost involved in a serious accident with oncoming traffic due to a parked car with it's rear directly on the junction with Brickley Lane. The parked car was breaking the law by parking within 20m of a junction. Clerk to speak to our PCSO to see if they would walk the area at school drop-off / pick-up times to discourage parents from parking in this area.

*The meeting closed at 2042.*

### **Next meetings:**

Allotment inspections, Wednesday 5<sup>th</sup> August 2015, 7:00pm, ISSC car park.

Parish Council meeting: Wednesday 2<sup>nd</sup> September 2015, 7.00pm, Village Hall.

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 2<sup>nd</sup> September 2015 at 7:00pm



*DRAFT – SUBJECT TO CONFIRMATION*

**Present:** Councillors Carole Casey, Alan Mitchell, Graham Piggott, Sylvia Pratt, Nick Redwood, Tony Spinks, Lucy Johnson, James Wilson, Lionel Wragg, John Dobson (County Council), Ian Devereux (Borough Council) and the Clerk, Jennifer Shah.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from Avril Wright (Borough Council).

## 2. VOTE A NEW CHAIRMAN

JW (current Chairman) proposed LW as the new Chairman followed by a unanimous vote in agreement by all Councillors. LW commented that he would like to retire on his birthday next August. LW proposed AM as the new Vice-Chairman, seconded by SP and followed by a unanimous vote in agreement.

3. **APPROVAL OF THE MINUTES** - The Minutes of the meeting held on 8<sup>th</sup> July 2015 were approved and duly signed by LW as a correct record.

4. **DECLARATIONS OF INTEREST** – JW declared an interest in any discussion regarding the site allocations for Ingoldisthorpe.

5. **PUBLIC PARTICIPATION** – None present.

## 6. MATTERS ARISING FROM PREVIOUS MINUTES

**July's Agenda item 6.b)** Footpath 1 has been cut back but needs cutting again as does footpath 4. Clerk to write to the landowners.

### **July's Agenda item 8. Planning at the Pond Field**

ID spoke to Kate Lawty (the planning officer for the application) yesterday afternoon. No decision had been made. Decision date is 3<sup>rd</sup> September (tomorrow). At this stage there are still some issues to sort out. She would not say what the recommendation was to be. It may possibly be on the Agenda for a month's time. ID spoke to David Parkin (North Borough Planning officer) on 14<sup>th</sup> of August and conveyed that he was conscious of the insufficient housing supply for the Council and the workload on the planning committee due to the Local Development Framework. If the decision is to vote against the application ID would rescind his 'call in' to smooth progress. He may know more by the end of the week and will let us know as soon as there is more information. It is worthwhile saying that because the Local Plan was suspended and because of the appeal against Clenchwarton all planning applications will be considered against the national criteria. All the normal rules you might have expected may not apply. This has caused some consternation in the Borough. There is the chance that this planning application may just creep through. It is still undecided. 30<sup>th</sup> September has been set for the hearing for the Site Allocations and Policies management

application. The Planning Inspector has issued a new timetable. LW thanked ID.

On 4<sup>th</sup> August, Borough Councillors ID and AW attended a meeting with the objectors within the public group in the village. One lady there was an ex-planner and had listed 48 material objections. ID agreed that he would use those as the basis for his objection if and when the application goes to the Planning Committee.

NR met with JW after JW's email last month expressing his wish to stand down. Following this meeting, NR felt there were two clear things that he believes must be noted:

- 1) The Parish Council (PC) object to the building on the pond field.
- 2) The Borough Councillors have come to the conclusion in the Local Development Framework that a field owned by JW is the preferred choice. The PC needs clear direction as to where any new buildings in our village are located. *We do not want building where it is forced upon us.* NR stated that personally, he does not want any building at all. Worst case is that the planning department give permission for both. The pond field absolutely must not happen. The PC must be clear. If the preferred option goes ahead the PC need to make sure that they are not at risk and are above reproach on this, we need to be able to withstand scrutiny. The PC need a clear vision as to what we want for the village, if we *have to have* building. A discussion ensued with the decision that the Borough Councillors should decide on the preferred site for Ingoldisthorpe. The Parish Council made **no** comment with regard to **any** of the sites in the Local Plan when it underwent consultation in previous years.

During the discussion LW commented that he likes to view Brownfield sites first. CC commented that any estate building needs to be based on the issue of access to roads. The preferred site looks the least intrusive on the Lynn road. She wasn't happy about it previously but having looked at it logically she believes it is the best site.

JW commented that the local plan has been running for 6-7 years. 6 or 7 sites in total were put forward for Ingoldisthorpe. The Borough Councillors had to sift through all of these (across the Borough) and that is how the preferred site was chosen. If you read everything on there it will show you the process of elimination. It is at a very advanced stage now. You would be deluding yourselves if you don't think there will be small scale development in Ingoldisthorpe. It would be better if the Parish Council did not say no to everything. Taking a strong position is better. He believes the field opposite the Post Office is the best site on offer. Everything has been considered from visual impact to drainage and numerous other factors. LJ asked how many houses are proposed on his field. JW has said originally 10 houses. It is up to the planners to decide how many. He is probably looking at an increase but is undecided. The area in question is about  $\frac{1}{4}$  of the 5 acre field, circa 1.5 acres. It will not be a big development. As long as there is a shortage in housing the developers will continue to appeal and get their plans through. The planning department is in a very vulnerable situation. The whole reason because we have the current situation is because a sharp-minded developer has jumped through the loophole that has been created by the lack of approved Local Plan.

ID commented that policy changes in the wind from Central Government are yet to be

understood. There is an unknown factor but it is more likely that there *will be* development rather than not. The hold-up with the Borough's Local Plan was due to the process it had gone through and whether it was correct rather than the actual allocations. It is not a democratic decision but a logical / technical one. There is a drive to meet the minimum housing allocations. Whatever happens, there is no question that the senior planning officer for the area has the clear message that the Parish Council is against the pond field application. If there has to be building they need to look for another site. It is likely that in 2-3 months the site allocations will be voted on by the Borough Council.

*JD left the meeting at 1838.*

ID commented on a point raised by LJ regarding the PC producing a neighbourhood plan. It takes a long time. You need to consult across the village. Brancaster have put one together. If we can go through the process and subject it to a referendum (which costs between £2k-£8k) then the view of that community will hold more sway than without it. If you have one it defines 'how' you want the village to be developed it gives you a much stronger position. Even with a Neighbourhood plan, it is about the orientation / style of housing and having a better framework for development. It takes between 18 months and 2 years to go through the process. A long-term objective.

TS asked if the field at the back of Grovelands still belongs to Stafford house? GP confirmed that it is.

GP commented that everybody in the village knows that JW owns the preferred site opposite the Post Office and hasn't heard anybody complain about it.

**July's Agenda item 10.a)** Clerk has been unable to locate a previous Norfolk Link magazine to contact the publisher regarding our copies. SP to try and find an old edition.

**July's Agenda item 10.c)** SP has seen chickens roaming around where the old shop (Sadlers) was. It wasn't a cockerel although there is one cockerel that goes up and down the road and lives behind Grovelands. Noted.

**July's Agenda item 10.d)** The bins fell into the bin truck and as we do not have the standard Borough Council bins it is in our terms and conditions that the BC are not responsible for replacing them. The cost of two new plastic bins (less than £18) is much less than purchasing BC style bins (circa £350).

**July's Agenda item 10.e) A safe way to the school.** LJ spoke to Sally who said that in theory footpaths can go anywhere but in practise it is whether they are feasible, it is a question of money. For example they could go down the hill to Brickley lane where the verges are but then the verges disappear. For the time being it seems unfeasible to pursue further.

**BOROUGH COUNCIL QUESTION** - SP asked ID about the brown bin situation. They are full. Would it be possible to have a weekly collection in the summer and a monthly one in the winter when there isn't much to collect? ID commented that bin collections are complex. He will raise it with the portfolio manager to see if they can meet the needs of nature.

*ID left the meeting at 1955.*

## 7. AGENDA ITEMS

### (a) Village Street Lights

LJ investigated the impact on crime and accidents with street lights being turned off at midnight and has a document for the file which reports that there is no impact.

Clerk summarised the lighting calculation for the village which shows a two year payback on the cost of changing to LED now that the price of changing the lights has decreased dramatically from £350 +VAT per light to £65 +VAT.

Clerk reported that 4 lights on Lynn Road and 2 on Hill Road were to be replaced first. Council decided to wait until these were installed (in approximately 2 weeks time) and see how they look before placing a further order.

### (b) Allotment update

Clerk confirmed that vouchers and letters had been sent to the winners of this year's allotment inspection as follows:

- i. Winner £25 gardening voucher – Allotment no. 16 (Girling)
- ii. Highly Commended £10 voucher – Allotments 29 (Rimmer), 16 (Hearle) & 28 (Dix)

Clerk confirmed that letters had been written to Allotment no.s 12, 15a, 16a and 20 regarding the state of their allotments/rubbish. LW reported that the freezer on allotment 12 has gone. The allotment map has been updated as the tenants for 15 and 15a were mixed up.

The Silver birch can be taken down at the bottom of Daniels' allotment and No. 28 Dix can sort out the branch that has fallen onto his allotment.

(c) **Parish Partnership Scheme** – the Parish Council have no requirement to submit any funding requests further to LJ's conversation with Sally Bettinson at Highways.

(d) **ISSC Inspection** – NR to arrange with GP some dates. GP reported that there are not any issues. By next week all doors and windows will have been replaced.

(e) **School parking update** - PCSO should be in attendance tomorrow / first week of term.

(f) **Christmas Celebration** – LJ commented that it would be nice if we did something at Christmas. Ingoldisthorpe do not have lights like our neighbouring villages. Can we buy some for the trees near the social club? Not sure how other councils power the lights but she will find out. Thought perhaps the trees that line the recreation field?

Could take it one step further and have some kind of celebration in the centre of the village at Christmas where we can sing carols / local choir / WI could cook mince pies / Social club do mulled wine. We don't seem to do anything. SP stated that on 22<sup>nd</sup> December in the Church with the Dersingham church choir there are carols.

JW commented that lights is a good idea. GP stated that we would need a qualified electrician to put them up. CC commented that the PC would support LJ in arranging.

(g) **Farmers Market** – LJ suggested this be hosted on the recreation ground. She is aware of the history relating to the Car Boot Sales and the Football club. No decent one locally held on a weekend. (SP commented that Docking is every Wednesday). NR commented that the field MUST be looked after, the grass recovers from the Football season in May, June and July. Although LJ proposed only the Traders have their stalls on the field, this is how the car boot sale started off but it spiralled out of control. Perhaps in conjunction with the Social Club and using their car park area as the Football club will be up in arms. It was suggested that a Christmas Market once a year with turkey, cheese, sweets could work.

8. **FINANCES** - The monthly accounts were proposed for payment by JW, seconded by SP and Council approved for payment:

Bank Account	02/09/2015 (£)	09/2014 (£)
Current	2044.08	1499.52
Deposit	17793.36	17654.56
Allotment	459.78	476.10
Agnes Bigge	30.08	10.08
<b>TOTAL</b>	<b>20327.3</b>	<b>19640.26</b>

	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)	
Current a/c	Clerk's wages	J Shah	2 months	BACS		429.00	
	Home office (£10) & Broadband (£5)	J Shah	Jul/Aug/Sept	BACS		45.00	
	Membership	Society of Local Council Clerks	Yearly	BACS		149.00	
	ESET Antivirus for Council Computer (refund to the Clerk)	J Shah	Yearly	BACS		50.92	
	Street Lighting (August)	E-ON	Monthly	Direct Debit	4.55	95.58	
	Refuse bin refund	T Spinks	One-off	101362		17.98	
	Bus Shelter cleaning	D Spinks	3 months	101361		45.00	£832.48
Allotment a/c	Allotment prizes (refund to the Clerk)	J Shah	Yearly	Direct Debit		55.00	£55.00
<b>TOTAL</b>					<b>4.55</b>	<b>887.48</b>	<b>£887.48</b>

Income: 9<sup>th</sup> July, £1605.52 VAT Repayment and 11<sup>th</sup> August, £34.87 UK Power Networks.

JW commented that it is the time of year to send Shernborne hall a letter re: Agnes Bigge charity.

## 9. PLANNING

Ref. No:	Address	Planning Details	PC's Stance	Borough Council's decision
15/00854/OM	Ingoldisthorpe Hall	12 houses by the village pond	✘	Committee 07/09
15/01014/F	Mayfield, Sandy Lane	Demolish & replace existing dwelling (revised design)	✘	Permitted
15/01045/F	The Shieling, Sandy Way	Demolish existing dwelling & replace with 2 (revised design)	✘	Awaiting
15/01075/F	48 Hill Road	2 storey extension	✓	Awaiting
15/00595/NMA_1	3-4 The Old Hall, The Drift	Non-material amendment to planning consent 15/00595/F	✓	

## 10. CORRESPONDENCE

- (a) Verbal complaint regarding an overgrown hedge on Hill Road. Clerk made aware that only issues in writing are brought to the PC.
- (b) Norfolk Tapping House request for donation. This is on our previous list of charities. SP proposed £50 (same as 2014), seconded by JW and followed by a unanimous vote in agreement.
- (c) East Anglian Children's Hospice request for donation. This is not on our previous list of charities. Noted.

## 11. ANY OTHER BUSINESS

- (a) TS bungalow next to him has been sold and the hedge needs trimming back. Noted.
- (b) SP asked why a concrete bollard has been put opposite the lay-by. Clerk gave an update from Highways. A skip lorry had been abusing the footpath (witnessed by our Highways Engineer) which explains why the footpath has been damaged after fairly recent works. LW commented that he measured the width of the path today. It is 53 inches wide. The post takes up 13 inches leaving and forty inches (101cm) left to get past. LW has had many verbal requests as to what it is for. GP has had a report from a lorry driver that the post will not stop the lorries using the footpath as they have been. JW request that we remove the post. Clerk to correspond with Highways.
- (c) AM had brought the correspondence regarding a drinks license review. Noted.
- (d) GP informed the Clerk that the playground's annual inspection must be due. Clerk to arrange.
- (e) LW commented that two drains on Hill Road outside the Village Hall are full and have weeds growing out of them. Clerk to report to Highways.

*The meeting closed at 2042.*

### **Next meetings:**

Parish Council meeting: Wednesday 7<sup>th</sup> October 2015, 7.00pm, Village Hall.

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 7<sup>th</sup> October 2015 at 7:00pm



*DRAFT – SUBJECT TO CONFIRMATION*

**Present:** Councillors Lionel Wragg (Chair), Alan Mitchell (Vice-Chairman), Carole Casey, Lucy Johnson, Nick Redwood, Tony Spinks, James Wilson, John Dobson (County Council), Avril Wright (Borough Council) and the Clerk, Jennifer Shah.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Graham Piggott and Sylvia Pratt.

2. **APPROVE MINUTES OF THE LAST COUNCIL MEETING** – The Minutes of the meeting held on 2<sup>nd</sup> September 2015 were approved & duly signed by the Chairman LW as a correct record.

3. **RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED** – None.

4. **ALLOW PUBLIC PARTICIPATION** - None present.

## 5. MATTERS ARISING FROM PREVIOUS MINUTES

**Allotments** - Mr Bowman wants to give some of his allotments up if they can be cleared by the beginning of 2016. Noted.

## 6. AGENDA

### (a) Village Street Lights

Clerk reported that 6 LED street lights have been fitted in the village. Cllrs agreed that they like the new lights. JW proposed 10 more LEDs are fitted at a cost of £65 +VAT per lamp as they are more energy efficient and save Ingoldisthorpe Parish Council (IPC) money in maintenance and electricity costs. Seconded by AM followed by a unanimous vote. Clerk raised issue of 3 year vs. 1 year contract. NR proposed three year if K&M lighting contractors will be flexible on the price if IPC fit more LEDs. Seconded by LW and followed by a unanimous vote.

*Cllrs Dobson & Wright left the meeting at 1936*

### (b) Playground Update by the Clerk

Inspection booked for next week (£78 + VAT) with an independent RoSPA inspector.

### (c) Parish Partnership Scheme

Clerk suggested grass verge by school gate is made into a footpath as it always becomes very muddy and is awaiting a cost from Sally Bettinson at Highways. JW proposed Clerk talks to the owners of the house where the grass verge is for comment.

### (d) ISSC inspection

Took place on 11th September. It is all in very good condition. TS thanked NR for the best inspection the ISSC has ever had. PAT (electricity) inspection overdue but being arranged. Clerk to ask GP or Mick Plaice about the insurance of the play equipment as it



is insured for in the Parish Council's insurance. Clerk to remind NR next July/August to carry out the annual ISSC inspection. NR proposed that IPC waive the ISSC's rent for the year and thank Mick, Sylvia and the management team for all their hard work. Seconded by JW and voted for unanimously.

**(e) School Parking**

PCSO and Police Officer were in attendance on the first day of the new school term and put warnings on a few cars. Clerk to ask the school about Joe Jackson's field and it's use for parking by the school. Clerk to ask at the governors meeting about part of the school's recreation ground (behind the churchyard) having a dual purpose / netball or tennis courts and parking twice a day.

**(f) Christmas Celebration**

LJ looked into the possibility of lights on the trees in the centre of the village. Dersingham PC power theirs into the nearest street light and leave them up all year. We would have to pay Amey £400 for a socket into a street light They use 2 strips of illuminations per tree each with 7 spurs. The cost is £570 for one tree. An electrician would need to power them in and an arborist or someone with access to a cherry picker to put them in. JW proposed the Clerk write to the Social Club and ask whether they would like to have a large Christmas tree outside the club with lights on it and IPC may contribute to it. Seconded by CC and voted for unanimously.

**(g) Highways issues**

- i. **Concrete bollard** – Clerk has had correspondence from Highways, they will not remove it citing a 'safety issue.' Parishioners and all Councillors think it is an eyesore, completely unnecessary and a waste of money. County Cllr JD proposed that IPC complain to Highways with the reasons for why the Parish do not want the post and cc. him in. Seconded by LW and voted for unanimously.
- ii. **Hill Road Drains** – Clerk to chase the drains being cleared (from last month).
- iii. **Footpaths** - Fence at bottom of footpath 4 is at an angle and falling into the path. Clerk to speak to the owners.

**7. APPROVE PENDING PAYMENTS**

The monthly accounts were proposed for payment by JW, seconded by AM and Council approved for payment:

Bank Account	07/10/2015 (£)	01/10/2014 (£)
Current	1601.89	688.35
Deposit	17795.63	17656.96
Allotment	459.78	421.10
Agnes Bigge	30.08	10.08
<b>TOTAL</b>	<b>19887.38</b>	<b>18776.49</b>

### Pending Transactions

	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)	
Current a/c	Clerk's wages	J Shah	Monthly	BACS		214.50	
	Printing and Post costs (August / Sept)	J Shah	Monthly	BACS		8.88	
	6 LED streetlights	K & M Lighting Services			78.00	468.00	
	Street Lighting maintenance	K & M Lighting Services	01/10/15 – 30/9/18		105.58	633.47	Option for 1 yr contract (£666.80)
	Street lighting	eON			4.40	92.49	
	Annual Audit	Mazars	Annual		25.00	150.00	
	Donation	The Norfolk Hospice	N/A			50.00	£1,617.34
Allotment a/c	Water charges (Ingoldisthorpe)	Anglian Water	3 months	Direct Debit		26.58	
	Water charges (The Drift)	Anglian Water	3 months	Direct Debit		92.39	£118.97
<b>TOTAL</b>					<b>212.98</b>	<b>1736.31</b>	<b>1736.31</b>

### 8. PLANNING APPLICATIONS

(a) See 15/01547/F on the last line of the table in section (b).

(b)

Ref. No:	Address	Planning Details	PC's Stance	Borough Council's decision
15/00854/OM	Ingoldisthorpe Hall	12 houses by the village pond	✗	Refused
15/01045/F	The Shieling, Sandy Way	Demolish existing dwelling & replace with 2 (revised design)	✓	Permitted 07/09
15/01075/F	48 Hill Road	2 storey extension	✓	Permitted
15/00595/NMA_1	3-4 The Old Hall, The Drift	Non-material amendment to planning consent 15/00595/F	✓	Permitted
15/01417/F	Goldcrest, Sandy Lane	Conversion of detached domestic garage into one unit of guest/holiday accommodation	✓	Awaiting
15/01422/F	Coaly Lane	Construction of new storage building and siting of additional storage containers	✗	Awaiting
15/01409/F	Copper Beech, Sandy Way	Extension to existing garage to form double garage	✓	Awaiting
15/01547/F	Skein House, St. Thomas Lane	Single storey garden room extension South elevation	✓	Awaiting

Clerk to object to 15/01422/F citing traffic, visual amenity and scale of development as material planning objections.

**9. CORRESPONDENCE**

- (a) NALC AGM on 17/10/2015
- (b) Transparency code – Clerk applying for funding to help IPC meet the new guidelines

**10. ANY OTHER BUSINESS**

- (a) Clerk has met with Timekeepers Cottage regarding the village clock which isn't working. The cost of a new clock is £625 plus approximately £150 for an internal control (non-automatic). JW proposed we purchase the new clock, seconded by CC and voted for unanimously.
- (b) CC mentioned an overgrown hedge in Grovelands. LJ proposed a letter is written to the owners, seconded by CC and voted for unanimously.

**11. RECEIVE ITEMS FOR THE NEXT AGENDA**

*The meeting closed at 2055.*

**Next meetings:**

Parish Council meeting: Wednesday 4<sup>th</sup> November 2015, 7.00pm, Village Hall.

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 4<sup>th</sup> November 2015 at 7:00pm



**Present:** Councillors Lionel Wragg (Chair), Alan Mitchell (Vice-Chairman), Carole Casey, Lucy Johnson, Graham Piggott, Sylvia Pratt, Nick Redwood, Tony Spinks, James Wilson, John Dobson (County Council), Ian Devereux (Borough Council) and the Clerk, Jennifer Shah.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Avril Wright (Borough Council).

2. **APPROVE MINUTES OF THE LAST COUNCIL MEETING** – The Minutes of the meeting held on 7<sup>th</sup> October 2015 were approved & duly signed by the Chairman LW as a correct record.

3. **RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED** – None.

4. **ALLOW PUBLIC PARTICIPATION** - None present.

With the permission of the Chairman LW an update from the Borough Council and County Council was given by Borough Cllr ID and County Cllr JD respectively:

- (a) **BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK (BCKLWN)** – Borough Cllr ID reported that the frequency of the Brown Bin collections can not change with the seasons as suggested by SP two months ago due to logistics and the contracts.
- (b) **NORFOLK COUNTY COUNCIL (NCC)** - County Cllr Dobson reported that NCC are 'Re imagining Norfolk' and the consultation has just opened on how the NCC services can be delivered with a severely reduced government grant. In response to news that there is a proposal for the recycling centre at Heacham to operate on reduced hours JW commented that he deals with fly-tipping on a weekly basis and it is only going to get worse. JD proposed a letter to Cllr Coke expressing our concerns about the impact of reducing Heacham's hours on fly-tipping and copy in all Parish Councillors. The decision will be made in February when the budget debate occurs.
- (c) A consultation on Silica sands has just opened. A Bawsey land owner has volunteered his land. A map suggesting areas to excavate includes Ingoldisthorpe. Clerk to add to December's Agenda for discussion and response which will cc. JD.

## 5. MATTERS ARISING FROM PREVIOUS MINUTES

- (a) Clerk has contacted the owners of the fence leaning into footpath 4
- (b) Sally Bettinson from Highways at NCC has said the concrete bollard on Lynn Road will not be moving. County Cllr JD is meeting her on Friday.
- (c) Clerk did not post letter re: Hedge trimming as the Hedges were being trimmed the day it was being posted. However the trees are so high they are obliterating the street lights and the offending hedge has not been trimmed. Clerk to post letter with addition of comment regarding the height of the trees.

## 6. AGENDA

### (a) **Village Street Lights**

Clerk reported that the additional 10 LED street lights have been fitted in the village at a cost of £780 inc. VAT. Cllrs agreed that they like the new lights but the PC would hold off on any further changes. Clerk reported that the 5 lights on Grovelands are coming to the end of their life but the cost of replacing each lamp is £350+VAT per lamp.

### (b) **Playground Update by the Clerk**

Inspection carried out at £87.60 inc. VAT with an independent RoSPA inspector. GP has taken the report to action any points and report back at December's meeting.

### (c) **Parish Partnership Scheme**

Clerk awaiting cost from Sally Bettinson at Highways to tarmac / trod grass verge by school gate which is always very muddy. Clerk has not yet spoken to the owners of the house where the grass verge is for comment but will do before the December meeting.

### (d) **School Parking**

Clerk raised the issue at the School's Governor's meeting. School has agreed to get the Police Officers involved again and promote use of the turning circle, although the Clerk has yet to see this. Clerk to keep an eye out for funding available to aid the issue. AM mentioned money for Sports in Norfolk Link magazine. Clerk to investigate.

### (e) **Christmas Celebration**

Clerk spoke to Sylvia at the ISSC who reported that they thought it was a good idea on the tree with the seat as it would be more 'in the village' but were unsure how it would be powered. LJ had reported last month that they can be powered from the nearest street light and left up all year. Dersingham PC paid approximately £400 to Amey for a socket into a street light and use 2 strips of illuminations per tree each with 7 spurs at a cost of £570 for one tree. LJ remarked that money is there to have the lights and may be the Clerk should ask parishioners their opinion via the Facebook page. JW proposed the Clerk investigate costs with other contractors (such as K&M who manage our street light maintenance) to compare costs. Seconded by LJ and voted for unanimously.

*Cllrs Dobson & Devereux left the meeting at 1932*

### (f) **Village clock**

Clerk reported that a replica clock has been ordered and the cost of the rear-set mechanism was £200 ex VAT on-top of the clock cost. The clock is made-to-order and will not be ready for another couple of weeks at which point a fitter will be required. JW suggested asking Darren Heffer, a local builder. Clerk to contact.

### (g) **Approve funding applications to aid Transparency code obligations for smaller councils**

Clerk has filled in the funding application for a scanner and is also arguing the PC's case to have the computer, website set-up and maintenance costs as well as internet costs refunded to the Council as the PC should not be discriminated against for preparing for the Transparency code last year. JW proposed the funding application is approved seconded by CC and voted for unanimously. NR proposed that the Clerk opt for a 3-year contract with the Website host at a cost of £120 for 3 years vs. £60 for one year. Seconded by JW and voted for unanimously.

- (h) **Agnes Bigge Charity** - £80 has been received and banked from Shernborne Hall. Clerk to bring distribution book to December's meeting and confirmed that 5 parishioners received £15 each last December.
- (i) **Armistice Day donation** - £40 donation in previous few years. JW proposed a wreath is *not* ordered in 2016 but the Parish Council contribute £50, seconded by NR and voted for unanimously.

#### 7. APPROVE PENDING PAYMENTS

The monthly accounts were proposed for payment by JW, seconded by AM and Council approved for payment:

Bank Account	04/11/2015 (£)	01/11/2014 (£)
Current	293.02	488.78
Deposit	17295.63	17406.96
Allotment	340.81	195.62
Agnes Bigge	110.08	90.08
<b>TOTAL</b>	<b>18039.54</b>	<b>18181.44</b>

	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)
Current a/c	Clerk's wages	J Shah	Monthly	BACS		214.50
	10 LED streetlights	K & M Lighting Services	One-off	BACS	130.00	780.00
	Street Lighting maintenance	K & M Lighting Services	01/10/15 – 31/10/15	BACS	6.87	41.23
	Street lighting	eON	Direct Debit	BACS	4.13	86.77
	Playground inspection		Annual	BACS	14.60	87.60
	Clock (24") and rear-set mechanism dial and hands	The Clockmakers workshop	One-off	BACS		825.00
	Trimming ditch (August) and hedge (October) alongside allotments	MP Dennis & Sons	Annual	BACS	30.00	180.00
	<b>TOTAL</b>				<b>185.60</b>	<b>2215.10</b>

## 8. PLANNING APPLICATIONS

- (a) None received.
- (b)

Ref. No:	Address	Planning Details	PC's Stance	Borough Council's decision
15/01417/F	Goldcrest, Sandy Lane	Conversion of detached domestic garage into one unit of guest/holiday accommodation	✓	Awaiting
15/01422/F	Coaly Lane	Construction of new storage building and siting of additional storage containers	✗	Awaiting
15/01409/F	Copper Beech, Sandy Way	Extension to existing garage to form double garage	✓	Awaiting
15/01547/F	Skein House, St. Thomas Lane	Single storey garden room extension South elevation	✓	Awaiting
15/01512/F	27 Ingoldsby Ave.	Erection of two storey rear extension, demolition of conservatory and changes to roof profile of main facade	✗	Awaiting

Clerk objected to 15/01512/F in-between meetings following Cllr consultation citing size (height), siting and design. A double rather than single storey extension (size) near the boundary (siting) with a neighbour will cause the neighbouring property to be overlooked resulting in a loss of privacy. In addition the double storey extension is not in keeping with the majority of properties in the immediate area.

## 9. CORRESPONDENCE

- (a) Norfolk Tapping House - Thank you letter for the £50 donation.
- (b) Re-imagining Norfolk – letter from Dr Wendy Thomson, CBE Managing Director of NCC. Clerk to distribute to all Councillors for comment in the consultation.

## 10. ANY OTHER BUSINESS

- (a) LW reported that the 2<sup>nd</sup> allotment gate (nearest to Dersingham) has been left opened a few times which is an invitation for fly-tipping. Clerk to remind all tenants when the rents are due to close the gates.
- (b) JW is putting together an outline planning application for his land at the North of the village. His agent and architect would like to come and present to the Parish Council and any member's of the public who would like to attend at December's meeting.
- (c) TS reported that the PC have lost another bin. Clerk to add to December's agenda.

## 11. RECEIVE ITEMS FOR THE NEXT AGENDA – received throughout the meeting.

*The meeting closed at 2012.*

### **Next meeting:**

Parish Council meeting: Wednesday 2<sup>nd</sup> December 2015, 7.00pm, Village Hall.

# Minutes of the Ingoldisthorpe Parish Council meeting held in the Village Hall, Ingoldisthorpe on Wednesday 2<sup>nd</sup> December 2015 at 7:00pm



*Draft minutes - subject to confirmation*

**Present:** Councillors Lionel Wragg (Chair), Alan Mitchell (Vice-Chairman), Graham Piggott, Sylvia Pratt, Nick Redwood, Tony Spinks, James Wilson, John Dobson (County Council), Avril Wright (Borough Council), Ian Devereux (Borough Council) and the Clerk, Jennifer Shah.

## 1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Casey and Johnson

## 2. APPROVE MINUTES OF THE LAST COUNCIL MEETING – The Minutes of the meeting held on 4<sup>th</sup> November 2015 were approved & duly signed by the Chairman LW as a correct record.

## 3. RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED

Cllr Wilson declared an interest in items 6(a) and 6(b).

## 4. ALLOW PUBLIC PARTICIPATION – None present.

With the permission of the Chairman LW an update from the Borough Council and County Council was given by Borough Cllrs AW and ID:

### (a) BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK (BCKLWN)

- i. Cllr Wright raised the issue of the concrete white bollard. Cllr Dobson met with Sally Bettinson from Highways last month and they were both satisfied with the remaining width of the pavement. If the Parish Council want the footpath wider Ms Bettinson suggested they can scrape the land away further. Regarding the aesthetic of the bollards, it matches the rest of them.
- ii. Cllr Wright reported a new Christmas medieval market (11th-13<sup>th</sup> Dec) and a concert in St. Nicholas' Chapel.
- iii. Parking in the Tuesday Market Place can be paid online or with phone using Pay-smart who take a 20p convenience fee. '7000' is the code for Tuesday Market Place.
- iv. Cllr Devereux commented that the green recycling bins have been very successful. A new leaflet which encourages even more recycling is being issued. If the Borough recycles more it will get financial credits from County Council.
- v. Cllr Devereux commented that a possible coastal protection issue may be coming up as parishes not with a direct access to the sea could be asked to help those that are.

*Cllrs Devereux, Dobson and Wright left the meeting at 1930.*

## 5. MATTERS ARISING FROM PREVIOUS MINUTES

Point 5(c) Clerk to write another letter to 8 Grovelands regarding the tree height.



## 6. AGENDA

### (a) Planning

Paul Clarke from Brown & Co., an agent who is preparing to bring forward a planning application for the preferred options site in Ingoldisthorpe, owned by Cllr Wilson, came to give a background to what is being planned.

Detailed background reports to support the application (which is at a very early stage) are being pulled together e.g. a topographical survey, reports from a drainage, highways and ecology point of view. He has had informal discussions with the BCKLWN to alert them that plans are coming forward to be submitted for approval.

Cllr Pratt asked how many buildings are being anticipated. PC commented that he did not know. The emerging preferred option plan from the Council is for 0.7 hectare (1.7 acres) and 10 dwellings. Due to the BCKLWN not being able to show five-year land supply they have been looking at increased number on applications from other places. Cllr Spinks commented that any access road should not be opposite the Post Office as people park outside there. Cllr Mitchell asked about affordable housing. PC commented that they would have to adhere to the BCKLWN's plan. A portion will have to be offered to those with a need in the adjoining parishes. Cllr Piggott asked how many houses can be built on there? PC responded with 15. It is a generous area. Normally 13-15 houses are planned to an acre. Cllr Wragg asked if the area is still backing onto Grovelands. Yes it is although only 1/3 of the total field area of 2 Hectares (5 Acres). Cllr Wragg asked what type of housing as a mixture of bungalows and houses is currently in the village. PC asked whether the Parish Council had a view. Cllr Wragg responded that there should be parking for 2 cars per house. Following the draft technical reports a layout will be finalised and a letter to all those that front on and back onto the site will be sent. PC will copy the Parish Council in. Noted.

(b) **Silica Sand Review** - NCC has a legal requirement to have a 10million tonne requirement (10 year supply). They only have 7 years supply. There is sand on land on the other side of the bypass. It doesn't occur everywhere but a narrow seam runs through the village and this part of West Norfolk. Cllr Wilson is investigating if Silica Sand is present on land he owns West of the Bypass. Noted.

(c) **Playground Update by Cllr Piggott** - The inspection categorises risks as low-high. Some of our equipment is medium risk so the PC have been advised to look at improving these. The elephant seat is rotting and needs to be removed as does the other seat. Cllr Piggott proposes spending money on the playground next year and looking to replace the rockers which are very old. Seconded by Cllr Wilson and voted for unanimously.

(d) **Parish Partnership Scheme** - Clerk updated the PC that Highways are arranging for a trod 1m wide by the school without any need to apply for funding. Matter closed.

(e) **Christmas Celebration** - Clerk reported that our lighting maintenance contractor (K&M) can wire in one tree for just less than £620 but we must provide the lights. However a neighbouring Parish Clerk may have details of a cheaper contractor and they bought their lights from Thaxters. Clerk had also received informal comments from parishioners saying the village should have lights. Cllr Wilson proposed that the PC erect lights with

an upper limit on cost of £800. Seconded by Cllr Pratt and voted for unanimously.

- (f) **Village clock** - The clock is not finished yet but is expected before Christmas. Darren Heffer has said he will be able to fit it but needs to see the clock. Clerk to await the clocks delivery.
- (g) **Agnes Bigge charity** - £110 is in the account to be split between four parishioners. Cllr Wilson proposed £25 each, seconded by Cllr Wragg and voted for unanimously.
- (h) **Bins by the bus stop** - Clerk has had the second broken liner removed. Cllr Piggott proposes taking both of the litter bins out and wait to see what happens. Seconded by Cllr Wilson and voted for unanimously. Cllr Mitchell to remove the bin liners.
- (i) **Casserole Club** - Cllr Johnson not present. Discuss in January.

## 7. APPROVE PENDING PAYMENTS

The monthly accounts were proposed for payment by JW, seconded by AM and Council approved for payment:

Bank Account	02/12/2015 (£)	12/2014 (£)
Current	970.52	969.07
Deposit	15195.63	16406.96
Allotment	340.81	279.62
Agnes Bigge	110.08	90.08
<b>TOTAL</b>	<b>16617.04</b>	<b>17745.73</b>

	Description	Supplier	Period	Payment Type	VAT (£)	Gross (£)	
Current a/c	Clerk's wages	J Shah	Monthly	BACS		214.50	
	Home office (£10) & Broadband (£5)	J Shah	Oct/Nov/Dec	BACS		45.00	
	ingoldisthorpevillage.co.uk' domain renewal	Geosync	Yearly	BACS		10.00	
	Street Lighting (August)	E-ON	Monthly	Direct Debit	4.40	92.49	
	Street Lighting maintenance	K & M Lighting Services	01/11/2015-30/11/15	BACS	4.71	28.28	
	Bus Shelter cleaning	D Spinks	3 months	101365		45.00	
	Donation	Poppy Appeal	Yearly	101366		50.00	£485.27
Agnes Bigge	Yearly distribution		Yearly	Cheque		100.00	£100.00
<b>TOTAL</b>					<b>9.12</b>	<b>585.27</b>	

## 8. PLANNING APPLICATIONS

(a) None received.

Ref. No:	Address	Planning Details	PC's Stance	KLWNBC's Decision
15/01417/F	Goldcrest, Sandy Lane	Conversion of detached domestic garage into one unit of guest/holiday accommodation	✓	✓
15/01422/F	Coaly Lane	Construction of new storage building and siting of additional storage containers	✗	✓
15/01409/F	Copper Beech, Sandy Way	Extension to existing garage to form double garage	✓	✓
15/01547/F	Skein House, St. Thomas Lane	Single storey garden room extension South elevation	✓	✓
15/01512/F	27 Ingoldsby Ave.	Erection of two storey rear extension, demolition of conservatory and changes to roof profile of main facade	✗	Awaiting
15/01873/F	Hall Farm, Brickley Lane	Provision of new permeable hardstandings to existing CL caravan site	✓	
15/01900/F	Hollyoak, 6 Manor Close	Single storey extension and alterations to provide new sun lounge including conversion and extension of existing gazebo to garden office	✓	

## 9. CORRESPONDENCE

- (a) Parish Precept information for next year. Agenda for January.
- (b) Request for location of any Army searchlight in Ingoldisthorpe during WWII.
- (c) Re-imagining Norfolk event in Swaffham and Norwich. Noted.
- (d) Parishioner request to use fallen trees on the common. Parishioners can do so.
- (e) West Norfolk Leader – providing funding for rural businesses and organisations. Noted.
- (f) Norfolk Fire & Rescue Services – Draft integrated risk management plan. Noted.
- (g) Audit procurement for Smaller Councils. PC agree should use NALCs suggestion.
- (h) Hill Road drains – works will be made to repair damaged pipework outside the Village Hall however as they are not causing flooding they are not high priority. Noted.
- (i) Cllr Pratt received a letter regarding parking close to the junction of Hill Road nearly causing an accident. Clerk to ask Highways for advice.

## 10. ANY OTHER BUSINESS

- (a) Cllr Spinks commented that the village side of Long Row has a car that parks on the pavement, sometimes all day long causing an obstruction. Clerk to inform the police and ask for advice.
- (b) Cllr Mitchell reported that footpath 4 needs clearing again. Cllr Wilson mentioned he saw the Rangers there today. Clerk to ask if Highways will clear it.
- (c) Cllr Redwood brought up a pothole at the junction of Shernborne Road. Clerk confirmed this has been reported and repaired.
- (d) Cllr Piggott commented that a street light on Grovelands is full of flies. It needs a good clean and a new bulb. Clerk to arrange. Cllr Piggott also commented that the Social Club had it's AGM and 10 people attended.

## 11. RECEIVE ITEMS FOR THE NEXT AGENDA – received throughout the meeting.

*The meeting closed at 2015.*

**Next meeting:** Parish Council meeting: Wednesday 6<sup>th</sup> January 2016, 7.00pm, Village Hall.