

ASHBY ST MARY PARISH COUNCIL

Minutes of the Meeting held on Thursday, 6th January, 2005 at 7.45pm at Ashby and Thurton Village Hall

Present: Robert Todd, Mark Rolph, Sarah Cook, Wendy Premachandra, Claire Drewery and Edgar Hoddy

Also present the Clerk (Lorie Lain-Rogers) and Adrian Gunson (County Councillor.) Derek Blake (District Councillor) sent his apologies as he was detained at another meeting. Also present two members of the public.

The Chairman welcomed Mick Presland to the meeting. Mick may consider taking on the role of Parish Clerk

1. Apologies: Peter Wright who is unwell
2. Declaration of Interest: none
3. Minutes of meeting held on 11th November 2004 were agreed as a correct record once the missing cheque numbers were inserted and signed by the Chairman. Sarah Cook was thanked for taking and distributing these minutes.
4. Matters arising:
 - a) 6. Bus service: Mark Rolph wanted to ensure Adrian Gunson was aware of parishioners' problems with the service. Adrian said he was aware and was doing what he could to address it.
 - b) 8.20 Wheelie bins any further information as to expected date of delivery? Not as yet.
 - c) 12a Homewatch: Mark Rolph had made several attempts to contact the Homewatch organisation without success by both telephone and email. The Chairman suggested sending a letter from the Parish Council.
5. Public consultation: no matters raised
6. Finance:
 - a. Statement of accounts: as at 31st December 2004 the Clerk said there was £528.51 in the Business Premium account and £2,016.90 in the Community account. Councillors were reminded that they had set the precept for 2005- 06 at £2,000. Clerk to ensure the precept form is with South Norfolk Council by 10th January
7. Correspondence:
 1. SNC a guide for Affordable Housing in Rural Communities
 2. SNC Health and Safety seminar – 20th January in Council Chamber at Long Stratton in the afternoon – more information to come
 3. SNC Parish Council members allowances
 4. East of England Regional Assembly launch of public consultation on Regional Plan 8th December – information available on web site – www.eera.gov.uk
 5. EERA more information on above and timetable – deadline for responses is 16th March
 6. Bramerton Group of Churches – letter from Peter Knight seeking support for youth work in the parishes on an ongoing basis. The Chairman said that Rob Paddison had left to train for the Ministry and Jacqui Hill an experienced youth worker been appointed. She

was developing an exciting new programme for young people. There is a need to raise £21,000 annually to facilitate this work and there are no central funds to draw on. After discussion it was agreed to propose that the Parish Council donates the sum of £100 towards these costs. This to be put on the agenda for the next meeting to enable a decision to be made.

7. The Standards Board for England – local investigations for monitoring officers and standards committees - filed
 8. Broads Authority – listings of events for 2005 please send any information by 28th January latest.
 9. NCC gritting routes leaflet
 10. NCAPTC Norfolk Link 6/04
 11. NCAPTC vacancy on Executive Committee for South Norfolk
 12. NCAPTC timetable of training
 13. NCC Drink Driving campaign and poster to put on notice board
 14. NCC Budget consultation issue of Norfolk Matters out in January – plea for response
 15. NCC Norfolk Traveller Liaison Group
 16. Police Authority introducing members and inspectors
 17. Cookie Party to raise funds for Leprosy sufferers
 18. Glasdon products winter 2004
 19. Wicksteed safety grass
 20. Norfolk Rural Community Council
 21. SNC community composting – too late for response but included for information
- Correspondence issued on 6th January
1. NCC Wherryman's Way – an opportunity to see the mapped route and talk with those involved in its planning on Wednesday, 12th January 10am to 7.00pm at Jubilee Hall, Loddon. Notice on all boards. Residents encouraged to attend. Adrian Gunson said information plaques and boards will be erected on the route and residents may like to comment of places for seats and signage. Edgar Hoddy said it will enable wheelchair access from Rockland St Mary car park to the RSPB bird hide overlooking the Broad and also from Chedgrave to Hardley Flood. The idea is to have camp sites at a day's walking distance on the route. There will be circular routes for local residents.
 2. NCC East of England Plan – consultation meeting 15th February 7pm to 9pm in the Council Chamber in Norwich – Adrian emphasised the importance of Councillors attending
 3. East of England Regional Plan – Robert Todd will examine this
 4. Norfolk Police Authority – open meeting on Monday 24th January 2005 at Police Headquarters in Wymondham at 7.30pm – form to be returned if attending.
8. Planning applications: 14 St Mary's Road, Ashby St Mary – proposal resubmission of E07/04/0489/H for the erection of a 2no storey extension to side of dwelling with erection of detached garage. After discussion the Parish Council agreed to recommend approval and to support the application by noting that the new design is an improvement on the previous one, more in keeping with the present property and its surroundings and is not of disproportionate size on the site.
 9. Parish Plan: Sarah Cook reported on this. A meeting had been held before Christmas and Derek Blake had recommended firming up the drafts and proposals. Sarah thought the strict timetable had been relaxed in order to allow parishes more time to complete the work – she will check that this is the case. The organising group felt that as there was sufficient finance the finished document should be of high quality. Mark Rolph asked if the proposed Plan comes back to the Parish Council before it is finalised and the answer was it does.

10. Parish Clerk: the present Clerk outlined the duties and responsibilities of a clerk. Mick Presland will consider the appointment and let the Chairman know his decision in a few days.
11. Report from County Councillor: Adrian Gunson referred at length to the problems for the local school building programme with the collapse of Jarvis and the PFI initiative. The County Council was now looking to fund as much as possible of that programme through a loan that the government would support however it is unlikely that sufficient money can be borrowed to enable the whole schedule of new building to proceed. Robert Todd asked questions on the criteria that will be used to determine which parts of the programme will go ahead. Adrian said the aim was to facilitate the transfer of children to the High Schools at age eleven and that that was the priority. He was well aware of local needs and would be pressing for them to be addressed. The Parish Council and School Governors are free to draw the attention of the County Council representatives and officers to the particular needs of Thurton School. It was agreed that the Parish Council would send a letter to Sue Roster at the Education Department of the County Council with a copy to the Leader of the Council Alison King. Rosalie Monbiot is the Cabinet Member with responsibility for Education. It was suggested that they might be asked to come to the village to see for themselves. Other matters: the First Bus service continues to be a cause for concern and there is limited influence as it is not a subsidised service. Mark Rolph said on several occasions before Christmas the 8.20pm bus had not run in the evenings or the 10.40pm. If the Council wishes to write, the Acting General Manager is David Marshall at First Bus, Rouen Road, Norwich. There had also been some disquiet over pensioner passes being refused for any bus reaching Norwich before 9.30am. The footpath at Hardley Flood is due for work in March. There will be a new optic sign 30mph in Chedgrave near the old police station. The Loddon bypass will be resurfaced this year from George Lane to High Bungay Road and the opportunity taken to create right turning lanes. There is pressure from the City Council to close Westlegate to traffic. Councillors were concerned that this would cause further congestion. Loddon Police Station is currently manned by Colin Gould but when he retires there is a desire on the part of the Police Authority to close the Station. If it wishes to see the Station retained the Parish Council needs to write, this was agreed.
12. Other matters for consideration for future agendas and items for information: Mark Rolph said one item from the Parish Plan was the desire for more information to be available in the Parish, possibly through a web site or Eleven Says. The Clerk said other Parish Councils including Bergh Apton now publish their Minutes and Agendas on a web page. There had been plans for a parish web page but through lack of time this had never been opened. Claire Drewery and Wendy Premachandra will both resign from the Parish Council in March and will write formally to the Chairman.
13. Dates for future meetings: Thursday, 17th March, Thursday, 28th April Annual Parish Meeting, Thursday 26th May Annual General Meeting, Thursday, 21st July, Thursday, 22nd September and Thursday, 24th November.
14. The meeting closed at 9.35pm

ASHBY ST MARY PARISH COUNCIL

Minutes of the Meeting held on Tuesday, 15 March 2005 at 7.45pm at Ashby and Thurton Village Hall

Present: Robert Todd, Sarah Cook, Wendy Premachandra, Claire Drewery and Edgar Hoddy.

Also present the Acting Clerk (Linda Gray) and Adrian Gunson (County Councillor) Derek Blake (District Councillor) sends his apologies, also present three members of public.

The Chairman welcomed Linda Gray to the meeting. Linda has taken the Role of Parish Clerk.

1. Apologies: Mark Rolph, Peter Wright.
2. Declaration of Interest: none
3. Minutes of meeting held on 6 January 2005, which had been circulated, were agreed as a correct record and signed.
4. Matters arising as there had been no clerk, the chairman Robert Todd has tried to keep on top of the correspondence.
 - a) Norfolk County Association of Parish and Town Councils sent a ballot paper for the Election of Executive Committee South Norfolk District Council Area, for Allan Bedford of Costessey Parish Council or Colin Freeman of Cringleford Parish Council. The council agreed on one member and the clerk was asked to return the ballot paper.
5. Public Consultation: There followed a group discussion about the Wheelie Bin delivery, which had only been received up to Hall Road.

There had been no notice of the delivery date. No consultation had been sought about size of bins required. The elderly had not been asked if they have any problems moving the bins to the required spot for emptying.

Also the recycling centres in Loddon have been down graded to accept glass only as Loddon has received all of its wheelie bins, so for those still wanting to recycle paper, plastic bottles and cans there is now no provision

Locally. It was agreed that the Parish Council would consult Derek Blake, District Councillor about these issues and ask when the rest would be delivered.
6. Finance:
 - a. Statement of accounts as at 1 February 2005 £1988.90
 - b. Payments

Cheque no 10044	Audit Commission	58.75
Cheque no 10045	Playing Field Comm	11.50
Cheque no 10046	Miss L Lain-Rogers	163.07

Permission to pay was given.
 - c. Robert Todd reported he had consulted with Miss Lain-Rogers about payment of salary and expenses up to October, the date of resignation, given that she had been helping since that time with the clerk's duties as the position had not been filled. The Parish Council was appreciative of her continued support.
 - d. Receipts, none.

- e. Annual Return to Audit Commission
Has been completed and returned by Miss L Lain-Rogers
- f. Signatories for the Accounts, in view of resignation from Claire, the clerk was asked to collect new signatory forms.
There needs to be a new signatory on the Bank accounts. Sarah Cook was proposed by Wendy Premachandra and seconded by Edgar Hoddy.

7 Correspondence: - tabled separately

1. Resignation letter from Wendy Premachandra
2. Resignation letter from Claire Drewery
3. Thurton and Ashby St Mary Pre-School, thanking for the donation and support given by the Parish Council.
4. NCC Local Bus contracts review September 2005
5. NCC East of England Plan – Consultation Meetings
6. NCC Norfolks Second Local Transport Plan – Consultation of Priorities
7. NCC Norfolk on the Road
8. NCC Norfolk Matters
9. NCC Periodic Electoral review
10. NCC Traffic Management Act
11. SNDC Consultation with Town and Parish Clerks
12. SNDC County notice of Election
13. SNDC South Norfolk Local Development Framework Draft Statement of Community Involvement
14. SNDC Planning Services South Norfolk Local Development Framework. Statement of Community involvement regulation 25 Consultation
15. SNDC Property and Facilities Improvement to sewage treatment plants.
16. SNDC Strategic Housing Unlock the Potential, South Norfolk Empty Homes Strategy 2005-2008
17. SNDC Democratic Services East Area Planning Committee Thursday 24 February 2005 4.30 pm
18. South Norfolk Tree Wardens Digest February 2005
19. Office of the Deputy Prime Minister, Freedom of Information Act 2000. Full details on <http://www.informationcommissioner.gov.uk>
20. Office of the Deputy Prime Minister Citizen engagement and public services: Why Neighbourhoods matter and Vibrant Local Leadership
21. County Councillor Report Adrian Gunson
22. Eastern NHS The Health Information Team, Newsletter Article for more information, <http://www.heron.nhs.uk/>
23. East Anglian Air Ambulance A local resource needed by every Parish Council in East Anglia Grant request
24. The Countyside Agency Consultation Criteria for undertaking a review of a National Park or area of outstanding Natural Beauty Boundary
25. SNHP Introduction of Catrina Chandler, New Manager of Disposed Alarm Team
26. The Playing Field Norfolk Playing Field Association Newsletter Winter 2004/05
27. Defra Clean Neighbourhoods and Environment Bill dated 7 December 2004 available to view <http://www.publications.parliament.uk/palpa/bill.htm>
28. Chet Valley Development Partnership meeting Wednesday 9 March 2005
29. Broads Authority Appointment of Parish Council Representatives to the Broads Forum
Details to be found on <http://www.broads-authority.gov.uk>
30. Norfolk Constabulary Mobile Police Office timetable

- 31. The Standards Board for England The code of conduct for members
- 32. Environmental Agency Flood Awareness Campaign 2004/05
- 33. Norwich Cathedral Campaign Update winter 2004 leaflet
- 34. NCAPTC New National agreement on salaries and conditions of service, Spring Seminar and Update, Norfolk Link
- 35. Clerks and Councils Direct March 05 Edition

8 Planning:

Resubmission

E07/04/0489/H 14 St Marys Road,
2 Storey Extension
Approved with conditions.

Report of Decision

Pear Tree Cottage, Sandy Lane Ashby St Mary,
Proposed single storey extension to dwelling to form attached annexe.
Approved with conditions

Submission

Land to rear of 14-20 Foxglove Close, Ashby St Mary
Change of use from agricultural to domestic gardens.
Approved with conditions

9 Parish Plan:

Sarah Cook reported she has all correspondence concerning the Parish Plan coming directly to her.

Nothing had developed recently as the Countryside Agency was merging at present.

As things were held up in the early stages, Sarah has requested an extension of 6 months, which has been granted until the end of October 2005.

The Parish Plan Package has now been received which will help put the plan together; it details passages from other Parish Plans as help.

The way forward at this stage is to produce and submit a draft of the plan, to do this a planning meeting is needed to draw up an action plan. Sarah Cook will set up a meeting soon.

Robert Todd asked if at this meeting there would be a review of finances and feedback to the Parish Council concerning the Summary of Actions from the questionnaires. As the project so far was under budget, maybe monies could be spent on the quality of the presentation of the plan. Sarah Cook was asked to get quotes from printers and publishers.

Robert Todd also on behalf of the Parish Council added that great thanks were in order to the committee who have worked hard to get to this stage and stayed under budget.

10 Resignations:

The Council received resignation letters from Clare Drewery and Wendy Premachandra. The Parish Council wanted to convey their thanks for all Clare and Wendy's help with the hedge and tree planting and other Parish Council Business.

Robert Todd explained the Parish Council would need two replacement parish councillors and the posts needed to be advertised. Sarah Cook was asked if those involved with the Parish Plan would like to stand.

11 Appointment of Parish Clerk:

Robert Todd introduced Linda Gray of Loddon to the Parish Council as interested in filling the Parish Clerks Position.

Edgar Hoddy proposed and Sarah Cook Seconded.

12 Homewatch:

Sarah Cook expressed that Mark Rolph had been investigating the Homewatch project, but in the absence of Mr Rolph the council discussed if everything was still in place. Adrian Gunson said the Homewatch project had changed and village-to-village things are carried out very differently. The Police used to organise and co-ordinate but this is now not so. Robert Todd suggested Homewatch should be included on the agenda for the Parish Meeting and in the letter to residents detailing the Parish Meeting to show it has the support of the Parish council.

13 Annual Parish Meeting:

Robert Todd said this had been organised for 28 April 2005. It was then discussed that as in previous years an agenda and letter would be produced and delivered to each household.

14 Report from County Councillor

District Councillor Mr Derek Blake was not present.

Adrian Gunson reported that,

Thurton and Ashby St Mary School is to be replaced, the county council cabinet agreed in January the funding and this would take place in 2007/08. Planning permission is still to be obtained.

Hobart High School in Loddon will receive remodelling and re-organisation first and is to be finished by September 2006.

The Bus timetable into Norwich has been improved; this will include extra buses in the mornings and evenings and should start on the 28 March 2005.

Loddon bypass at the junction on High Bungay Road is having left and right turning lanes made also the slip roads have been widened and shortened for safety. Resurfacing is also taking place on Loddon Bypass.

Chedgrave has an illuminated 30 mph sign.

Loddon Police Station needs volunteers if it is to continue to be manned, as Colin Gould will retire in six months. The Parish Council requested the Clerk to send a letter to the Police requesting a Police presence to be maintained in Loddon.

Hardley Flood Footpath remains closed due to problems the contractor May Gurney has had strengthening the second bridge.

Flood alleviation work on the river Chet at Pyes Mill south bank has stopped but due to start again in April and completed by June 05.

North Bank work of the river Chet has been delayed due to planning permission.

River Chet Bridge, work is needed but Health and Safety require the whole river to be closed while work takes place.

Norwich Northern Distributor Road is being delayed due to decisions on the route it is to take around the Costessey, Ringland area, or the Weston Longville area.

Thickthorn Park and Ride is to be open by April.

The Hospital access road across the fields to Coney Lane should be open by April.

Norwich University Hospital the second access road is not going ahead.

Edgar Hoddy asked about the road at Haddiscoe Dam since a Lorry went in the ditch on the sharp bend close the bridge all the bushes and trees have gone and the road may be in need of some attention at this point. Adrian Gunson said that he would be looking into this.

15 Matters for consideration:

Wendy Premachandra at this point expressed her interest in carrying on as the Tree Warden for Ashby St Mary. This action was proposed by Sarah Cook and Seconded by Edgar Hoddy. Robert Todd asked the Clerk to forward the Tree Warden communication from South Norfolk Council in future.

A discussion then followed concerning the dangers around the poplar trees at Low Common Road constantly falling down. Adrian Gunson was sure the Hutton Estate owned these trees and they were in fact an agricultural crop soon to be felled. Wendy agreed to contact the Hutton Estate.

Robert Todd explained that South Norfolk Council needs reports of dangerous trees as it compiles a list for action. Wendy was asked to contact South Norfolk Council about the Poplar Trees.

Recycling, even when all residents have received Wheelie Bins, there will still be an issue of recycling glass, as it cannot be put into the wheelie bin as yet.

Web site idea needs to be investigated, as it would be very useful especially if the Homewatch project was up and running again.

Parish Clerk Training, Robert Todd said a certain amount of training was available and that the Parish Council was happy for Linda to look into this and that Ashby St Mary Parish Council would be willing to share the cost with the Parish Clerks other parish council Alington with Yelverton.

Annual Parish Meeting, Robert Todd commented that maybe the members of the Village Hall Management Committee would consider standing as Parish Councillors.

16. The meeting closed at 9.35pm

ASHBY ST MARY PARISH COUNCIL

Minutes of the Meeting on Thursday 31 May 2005 at 7.55pm at Ashby and Thurton Village Hall following the Annual General Meeting.

Present: Robert Todd (Chairman), Peter Wright (Vice-Chairman), Edgar Hoddy, Mark Rolph, Carol Powell and Sarah Cook.

Also present: The Clerk (Linda Gray), Adrian Gunson (County Councillor), Derek Blake (District Councillor) and one member of public.

- 1 Declaration of Interest: None
- 2 Minutes of the meeting held on 15 March 2005, which had been circulated, were agreed as a correct record and signed with one alteration to reference 160/14- Chedgrave has an illuminated flashing optic sign.
- 3 Matters Arising:

Derek Blake reported, not everyone has received their wheelie Bins. There will be one free option to change the size of bin, but further changes will incur a charge.
Contact South Norfolk Council if residents have problems moving their bins.
Recycling material must not be put in black sacks.
Derek will report back on the following points:

 - The problem with no documentation about the size of bins required that should have been received by residents six months ago.
 - If a wheelie bin is full, what course of action is to be taken e.g. use of black sacks?

Mark Rolph was concerned about the liability issue if an accident was caused and where the bin was supposed to be left, on your property or on the road. Derek Blake undertook to establish SNDC's view of liability.
- 4 Public consultation including reports from the County and District Councillors
Report by Adrian Gunson, County Councillor
 - Hobart High School building work to start late summer and the re-organisation is due September 2006.
 - Thurton Primary School, a meeting with County Hall, the Governors and Head Teacher is scheduled. There needs to be a decision on the site for the new school.
 - Vale Road and Low Common, surface dressing on the road is required.
 - Loddon By-Pass, the right hand turning lane at the junction with High Bungay Road and resurfacing between George Lane and Beccles Road have been completed.
 - Road Sweeper will sweep Chapel Hill and Hellington Hill and other hills in the area due to sediment left on the roads from rain.
 - Hardley Flood, the footpath will not be open this summer.
 - Wherrymans Way footpath was recently opened.
 - Access Road to the Hospital was opened recently and is working well.
 - Thicket Park and Ride is now open

Mark Rolph asked about the land required for the new school in Thurton and requested further clarity on this issue. Adrian Gunson explained that if public land, e.g. the playing field, was used for the new school then the Charity Commission would ask for replacement land for the playing field.

Report by Derek Blake, District Councillor

To revisit points from last year.

- East Anglian Planning Meeting at the Middle School in Loddon, the venue may be reviewed.
- Housing, Chedgrave are facing a problems with land owned by South Norfolk Council in the centre of the village being used for housing. Villages need to consider carefully the impact of filling pockets of land with housing.
- On and off street parking charges in Loddon. Although opposed last year, will probably come up again.
- New Planning System, there is a guide published for unacceptable variations to planning permission.
- Police Station in Loddon, is possible the enquiry office will be moved to Poringland. This is not acceptable and Parish Councils need to voice their opinions on this matter by writing to Carole Hewlet, Tim Ville and Geoff Rivers.
- Chet Valley Partnership Meetings need further support from outlying Parish Councils, as only Loddon and Chedgrave Parish Councils are active at present.

Robert Todd requested information on the Structure Plan from South Norfolk Council, Derek will report back.

5 Finance

a Balance of Account as at the close of business 29 April 2005, £2,755.58

b Payments

SNDC	Doggy Bins	100147	£56.02
NCAPTC	Subscriptions	100148	£83.77
L Gray	Exp/Refr APM	100149	£40.66
NCAPTC	Insurance	100150	£157.50

Proposed by Sarah Cook and Seconded by Carol Powell

c Receipts SNDC Precept £1000.00

d Grants None

e Audit The Audit was presented to the Parish Council together with the Financial Statements for the year 2004/2005.
Proposed by Peter Wright and seconded by Sarah Cook

6 Correspondence – Tabled separately
Broads Authority Local Development Framework Questionnaire, Edgar Hoddy to complete.
Sustainable Communities Questionnaire, Clerk to complete.

7 Planning Applications
None to report

8 Parish Plan

Sarah Cook reported that the Parish Plan is at draft copy stage. There is a charge if Ordnance Survey Maps are to be used, it was agreed to proceed.

Quotes have been requested from Printers. The draft copy (words only) needs to be submitted to South Norfolk Council and DEFRA.

The full draft version should be available for the next meeting.

Web Site There was a discussion on the way forward with this project. Peter Wright and Mark Rolph will obtain some costings for start up and maintenance.

The Clerk noted the request for sample Web Sites of other Parish Councils.

9 Homewatch

Mark Rolph reported that he had found four co-ordinators but it was proving difficult to organise a meeting.

Paula Farrell has been identified as having a system up and running but more co-ordinators were needed. Edgar Hoddy, Carol Powell and Mark Rolph volunteered as co-ordinators. The co-ordinators will be asked to give a report of activity at further meetings of the Parish Council.

Sarah Cook will check the Parish Plan Questionnaire for responses on Homewatch.

10 Village Hall Management Committee Representative

The Village Hall Committee was discussed at length. Sarah Cook agreed to represent the Parish Council for this important year re: location of the School, with the support of Mark Rolph at meetings. (Sarah Cook reversed her decision of resigning as reported at the Annual Parish Meeting) ~~The Chair~~ Robert Todd thanked Sarah for her hard work in the past and for standing again. Mark Rolph proposed Sarah Cook and Edgar Hoddy seconded.

11 Other Matters for future agendas and items for information

The Clerk reported on a visit to the Norfolk Records Office at County Hall. Robert Todd and Mark Rolph expressed an interest, the Clerk will find out dates.

Robert Todd requested a list of annual subscriptions for the next meeting, the Clerk noted.

Robert Todd reported incidents of very low water pressure around Hall Road and Church Lane Claxton. Adrian Gunson will contact Anglian Water and report back.

Derek Blake commented on the omission of the Police heading off the agenda and it was noted that, at the Annual Parish Meeting, PC Lake had agreed to produce a report if no Police representative was available to attend.

12 Date of next meeting

The next meeting will be on Thursday 21 July

Subsequent meetings will be on Thursday 22 September and Thursday 24 November.

ASHBY ST MARY PARISH COUNCIL

Minutes of the Meeting on Thursday 21 July 2005 at 7.45 pm at Ashby and Thurton Village Hall

Present: Peter Wright (Vice Chairman), Edgar Hoddy, Carol Powell, Mark Rolph,
Terry Kitt and Sarah Powell.

Also Present: The Clerk (Linda Gray), Adrian Gunson (County Councillor)
Derek Blake (District Councillor) and 3 members of public.

1. Apologies: Robert Todd
2. Declaration of Interest: Edgar Hoddy and Sarah Cook – Planning Section 9
3. Minutes of the meeting held on 31 May 2005, which were previously circulated were agreed as a correct record and signed.
4. Matters Arising:
Police Enquires Office Loddon, The Clerk circulated a letter from Tony Cherington, Chief Superintendent, Bethel Street Police Station, which neither confirmed nor denied the action of closing the enquires office in Loddon.
Norfolk Records Office, there are no spaces left on this course.
Wheelie bins, Derek Blake confirmed the following points, If the bin is overflowing the excess waste will have to be collected on the following collection. The liability for the bin (as long as the householder is not negligent in placing the bin) is with South Norfolk Council. A visible position close to the road is the correct place for the bin to be situated for collection.
5. Police Report
The Clerk reported that she had been in contact with the Police but as yet had no confirmation of a Police presence or report at meetings.
6. Public Consultation
Two members of the public Paula Farrell and Ken Baish confirmed that they were in attendance to discuss the Homewatch project section 11.
7. Correspondence - tabled separately and previously circulated.
South Norfolk Draft Urban Capacity Study – Comments by 12 August 2005.
New Licensing regime- Keith Lewis of the Village Hall Committee contacted.
South Norfolk District Council – Village Signs the Clerk to respond.
Emergency Planning – Co-ordinators – To be linked with Homewatch.
8. Finance- previously circulated
 - a. Balance of Account

Current Account	£2417.63
Business Premium	£531.68
 - b. Payments

Village Hall Hire of Hall	100151	£22.50
Clerks Salary & Expenses	100152	£334.45
 - c. Receipts – None

d.	<u>Donations</u>		
	Citizen Advice Bureau	100153	£50.00
	East Anglia Air Ambulance	100154	£150.00
	Norfolk Accident Rescue	100155	£50.00
	BYRUS	100156	£50.00

Along with the above table of payments the donations were approved. Edgar Hoddy proposed and Sarah Cook Seconded.

e. Clerks Pay, Hours and Training Costs
The Clerks pay and hours were agreed. Carol Powell proposed and Sarah Cook seconded.

f. Audit – Internal Auditor to be appointed
Chris Dix from Claxton is involved in auditing other Parish Council Accounts in the area. Peter Wright proposed and Terry Kitt seconded.

9 Planning Applications – previously circulated

Application – 14 St Marys Road, Ashby St Mary
Proposed Single Storey rear Extension
After a discussion the Councillors approved the planning permission with conditions.

Operators - JAW Hoddy Holly House Farm Ashby St Mary.
Licence Although Roger Doe at South Norfolk Council had sent through a letter of objection, it was understood that the operator's licence had already been granted.

10 Parish Plan

Sarah Cook reported quotes for printing are still being received. The Plan is scheduled for October 2006. A sample of the printing will require circulation for decision before the next meeting.

11 Homewatch

Mark Rolph reported on his progress with Home watch. John Broughton, The South Norfolk Home watch Administrator has provided further information on established Home watch schemes.

There was a discussion concerning householder awareness and involvement with Home watch. The decision was taken that a flyer needs to be included in the distribution of the Parish Plan. Peter Wright will contact John Broughton relating to discounts available on security products. The Clerk will contact Norwich Union regarding the discount on house insurance available and the use of the Norwich Union logo on the flyer.

12 Web Site

Mark Rolph and Peter Wright reported on the information they had collected.

It was agreed that information included on the web site from other community groups would be electronically sent. Mark Rolph will continue investigations and report at the next meeting.

13 Recycling Credit Payments-Kerbside Scheme

After discussion it was agreed for Ashby St Mary to be included in the Recycling Adopter Group Credit Payment Scheme.

14 Reports from County and District Councillors

Report by Adrian Gunson County Councillor.

- Resurfacing, Low Common and from the junction of Vale Road to Chapel Road is scheduled this year.
- Thurton School will be included in the next phase of re-building work due to start in July 2008.
- Drainage problems on the corner near South Lodge will be investigated by a Senior Engineer.
- Hobart High School, work is scheduled to start in October 2005 and by September 2006, 8 Classrooms, an extended Canteen and a new Coach Park should be complete. The Sports Hall will be still be in construction.
- Whitlingham Country Park Water sports Centre will be opening in August 2005 offering various Water sport Courses.
- Hardley Flood, the footpath work will start in October.
- River Chet, repair work on banks on the Loddon side is complete. Work on the South Bank is to start soon. A disabled footpath from Chedgrave Pits to Chedgrave Common is planned.
- Bus Service, the 10-journey ticket has been withdrawn but with a review of ticketing new options with discounts will be available soon.
- Loddon Police Enquires Office has had no decision yet but Colin Gould has retired.

There followed a discussion concerning the verge cutting of the A146. Around several of the small junctions joining the A146, the visibility is not adequate.

Adrian Gunson assured the councillors that he consistently pursues better grass cutting on verges on major routes.

A report of uneven pavements in Loddon was then discussed and Adrian Gunson agreed that there are some long-standing problems with certain pavements in Loddon and that he would look into the incident reported.

Report by Derek Blake, District Councillor,

- Loddon Police enquires office closure, after contacting the Police Headquarters in Wymondham Derek could confirm that 67 letters had been received concerning this issue.
- SNA programme of Action 2005-06 requires careful reading, as could have a bearing on the contents of the Parish Plan and Housing development in the near future.
- A sustainable Parish would need to include a School, Pub, Village Hall, Public Transport, Shop, Post Office and Library Services or access to Library Services. Any one local village does not have all of these amenities but if they are connected existing issues such as Housing Development could change.
- Car Parking in Loddon, the issue of pay and display on the car parks in Loddon is being reviewed. Loddon may be used as a mini park and ride scheme into Norwich as most of the drivers parking on the Church Plain catch the bus into Norwich.
- Chet Valley Development Partnership a meeting is to be called to review the partnership.

15 Other Matters for future agendas and items for information - None

16 Date of next meeting - Thursday 22 September

The meeting closed at 10.25pm

ASHBY ST MARY PARISH COUNCIL

Minutes of the Meeting held on Thursday 22 September 2005 at 7.45 pm at Ashby and Thurton Village Hall

Present: Robert Todd (Chairman), Edgar Hoddy, Mark Rolph, Carol Powell, Sarah Cook and Terry Kitt.

Also Present: The Clerk (Linda Gray), Adrian Gunson (County Councillor) and one member of public.

1. Apologies: Peter Wright and Derek Blake (District Councillor)
2. Declaration of Interest: Sarah Cook – Planning Item 9.
3. Minutes of the meeting held on 21 July 2005, which were previously circulated were approved and signed after an amendment to item 7. The Village Hall Contact is Keith Wells.
4. Matters Arising: The agenda for the meeting covered any matters arising.
5. Police Report
The Clerk reported that after several emails an answer to attend meetings had not been received.
6. Public Consultation
Sandy Lane Public Footpath perhaps needs the grass to be cut more regularly than once a year. The District Council is responsible for the grass cutting and should be completed twice a year. The Footpath from Mill Common to Mill Road is also in need of cutting. Edgar Hoddy will contact South Norfolk Council.

7 Correspondence - tabled separately and previously circulated.

Standards Training

Housing Act 2004 – Housing & Accommodation Needs – Clerk to reply

Heritage Audit for South Norfolk

Illegal Dumping and Fly Tipping – Clerk to reply

Parish Council Meetings Attendance of V Clifford-Jackson – Clerk to reply

8 Finance – tabled separately and previously circulated

A Balance of Accounts Current A/c as at 1 September 05 £1809.26

Business Prem A/c 1 July 05 £531.68

It was discussed and agreed that an Auto Transfer would be set up with the bank to leave the sum of £500.00 on the Current Account at the close of business each day.

B Payments

Chris Dix Internal Auditor	100157	£ 37.50
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Linda Gray Training Exp	100158	£ 77.00
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C Receipts

Kerbside Adopter Payment	17.08.05	£48.58
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VAT Return	16.09.05	£62.40
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D Audit 2004/05

9 Planning Applications – tabled separately and previously circulated

Application Field View, Sandy Lane, Ashby St Mary
Proposed $\frac{3}{4}$ Bedroom Chalet Bungalow to
Replace existing 4 Bedroom Bungalow.

Refused

Application 4 Mill Common, Ashby St Mary
Proposed 2 Storey Side Extension

Approved with conditions

Mr Skedge the applicant came to discuss the plans with the Councillors. Whilst the Councillors did not object to the plans the conditions detailed were for South Norfolk to be aware of the neighbours strong objections.

Decision 14 St Marys Road, Ashby St Mary
Proposed Single Storey rear Extension

Approved with conditions

10 Parish Plan

Sarah Cook circulated a copy of the printed Parish Plan at the meeting from Roberts Printers from Loddon, it was agreed that the print was not satisfactory and that BPS Print of Attleborough would be contacted. The picture of the Village Sign on the front cover is to be reduced. Envelopes will be required for delivery to the Parish. Robert Todd thanked Mark Rolph, Sarah Cook and team for their magnificent effort.

11 Homewatch

The Clerk reported that Norwich Union is unable to allow their logo to be used on any flyers. John Broughton's reply concerning the flyer and security products that he can supply looks very favourable. Mark Rolph is to look into Insurance Company information and Security Products for the flyer that is to be included in the Parish Plan

12 Web Site

Mark Rolph reported that the framework is in place and some pictures from the Parish Plan. The menu needs to be considered. When up and running the Clerk will maintain the Web Site.

11 South Norfolk Draft Urban Capacity Study

It was agreed to send a reply to the study being strongly against any further development to the village. The Clerk to reply.

13 Reports from County and District Councillors

Report from Adrian Gunson County Councillor

Grasscutting has been completed at Hellington Corner and other junctions on the A146.

Surface Dressing, the scheme in the area has been finished.

Bus Station is open and in use, even though Bus Strike, the Park and Ride schemes have continued.

Thurton School, Surveyors are looking at plans to relocate the school to the playing field.

Hardley Flood Footbridge, due to be reinstated in early December after repair work completed.
Claxton Footpath to River is closed at present but will reopen in a few weeks.

Northern Distributor Road, The County Council will meet this month to decide on a route.

Because of conservation issues with the River Wensum, a ¾ route is to be promoted. This will start from the Broadland Business Park in Thorpe and be dualled as far round as the Fakenham Road. The cross county route will then be improved from the Fakenham Road to the A47.

Police Enquires Office Loddon is to be closed.

Public Meeting on Thursday 6 October at Hobart High School where Chief Superintendent, Tony Cherrington and Chief Inspector, Nick Davison will be present to discuss this matter with local residents.

Robert Todd reported, recently two ambulances had got lost trying to find addresses on Ashby Road Thurton and Mill Road Ashby as there is some confusion concerning where Ashby Road Thurton, finishes and Mill Road Ashby, starts. This is an issue of signage and village names to be included on the signs could be a solution.

Report from Derek Blake, District Councillor.

The Clerk read a report from Derek Blake as he was not present at the meeting.

Police Station Loddon, A4 flyers will be distributed around the area to gain support of local people, for the Police to reconsider the closure.

Car Parking in Loddon, a proposal is being put forward from South Norfolk for an On and Off street Pay Parking Scheme.

Parish Plan, Derek has offered help and guidance with the process.

It was agreed for the Clerk to write a letter to South Norfolk to voice the opinion of the Parish Council that is strongly against any form of payment for parking in Loddon.

- 14 Other Matters for future agendas and items for information
Recycling is to be included on the next agenda.

- 15 Date of next meeting
The Clerk presented the proposed meeting dates for next year, which the Councillors agreed subject to the availability of the Village Hall.
The next meeting will be held on 24 November 2005 at 7.45pm
The meeting closed at 9.55pm

ASHBY ST MARY PARISH COUNCIL

Meeting on Thursday 24 November 2005 at 7.45 pm at Ashby and Thurton Village Hall

MINUTES

Present: Robert Todd (Chairman), Carole Powell, Mark Rolph, Terry Kitt,
Sarah Cook and Edgar Hoddy.

Also Present: Linda Gray (Clerk), Adrian Gunson, County Councillor, Derek Blake, District Councillor,
John Broughton, Homewatch and 3 Members of Public.

1. Apologies
Apologies were received from Peter Wright.
2. Declaration of Interest
There were no declarations of interest relating to items on the Agenda.
3. Minutes of the meeting held on 22 September 2005
The minutes, which had been circulated previously, were approved and signed by the Chairman.
4. Matters Arising
There were no matters arising, which were not covered by the Agenda.
5. Police Report
There was no Police Report but the Clerk had written to the Chief Constable, Carol Howlett, requesting a regular crime report from the local Police.
6. Public Consultation
The members of public were present for specific items on the agenda.
7. Correspondence (tabled separately)
 - Local Development Frame Work Meeting – Discussed at Item 10
 - Parish Member Standards Committee – Ballot returned.
 - Saffron Housing Trust – Offer of bulbs.
 - Norfolk Constabulary, 60 second briefing – Clerk to Reply
8. Finance
 - A Balance of Accounts Current A/c as at 1 November 05 £2757.16
Business Prem A/c 1 July 05 £531.68
 - B Payments
 - Linda Gray Clerks Salary 100159 £ 283.76
 - Proposed Terry Kitt and seconded Edgar Hoddy.
 - C Receipts
 - Precept 30.09.05 £1000.00
 - D Budget
 - Precept for 2006/07
 - There followed a discussion and the presentation of the budget figures by the Clerk. Councillors agreed to keep the precept at £2000.00 for the year 06/07. Proposed Terry Kitt and seconded Mark Rolph.

E Other Payments to be discussed

Village Hall – Letter received to request contribution to renewing the play area play bark.
After discussion the Councillors agreed to contribute £100.00.

BYRUS – Letter received to request contribution to funds. After discussion the Councillors requested the Clerk to reply to the letter.

9. Planning Applications

Field View, Sandy Lane, Ashby St Mary Application Withdrawn
Proposed $\frac{3}{4}$ Bedroom Chalet Bungalow to replace existing 4 Bedroom Bungalow –

The planning sub-committee will reply to the next Application from Field View.

Decision

4 Mill Common, Ashby St Mary Approved with conditions
Proposed 2 Storey Side Extension

16 Application

14-20 Foxglove Close, Ashby St Mary Approved by Councillors
Erecting a fence around land at rear Clerk to return consultation

10 Local Development Plan – LDF

Robert Todd reported the following after attending the meeting:

- The sites in the LDF are potentially to be considered for planning.
- The meeting formed part of the consultation for the Parish.
- Questionnaires are also to be completed and returned.
- The Parish Plan questionnaires to be used as evidence to show the residents opinions.

The Chair proposed that a Planning sub-committee be formed to answer the questionnaire and meet with a representative from South Norfolk. Terry Kitt proposed and Mark Rolph seconded. The committee will comprise of Peter Wright (Had previously expressed a wish to join the committee) Mark Rolph and Terry Kitt. The chair will attend meetings of the sub-committee.

11 Village Hall - This item was covered under Finance item 8E

12 Parish Plan

Sarah Cook reported on the printing process of the Parish Plan. There has been some problems with the quality of printing. The disc quality requires checking. More quotes for printing will be obtained. Mark will investigate the output of the disc.

13 Homewatch

Mark Rolph introduced John Broughton from Homewatch to the meeting.

John Broughton explained how the Homewatch schemes he is involved with work within the community covering the following points;

- Information is cascaded to local co-ordinators
- 1 co-ordinator would cascaded information to around 20 households
- Homewatch street signs need to be very visible in the area.
- Support by local residents is key to the scheme.

- Cheaper House Contents Insurance is available through insurance companies for those in Homewatch areas
- Cheaper Home Security Items are available through John Broughton.
- The National Neighbourhood watch website is very useful.

Mark Rolph explained the areas within the village where co-ordinators are present. Feedback from Parish Plan Questionnaires shows that residents are keen for a Homewatch scheme. Homewatch needs to be maintained as an item on the Parish Council Agenda for bi-monthly meetings. This is also a way of ensuring information is cascaded and that the scheme continues. Mark Rolph also gave out a draft flyer detailing the scheme that will be distributed with the Parish Plan to all households.

14 Web Site

Mark reported that the project is ongoing.

15 Recycling

The Clerk reported that the confirmed meeting dates have been sent to Mrs Clifford-Jackson. Councillors need to consider other points to be raised on Mrs Clifford-Jackson's visit.

16 Reports from County and District Councillors

Report from Adrian Gunson, County Councillor.

Thurton and Ashby Primary School, at the request of Parents and Governors to the school the County Council looked at the possibility of relocating the school to the Playing Field at the Village Hall. This scheme was found to be unsuitable due to the relocation of the Village Hall and Playing Field and compulsory purchase of land for a new access point. The new school will therefore be built on the existing site and will take place in the second phase of the County Councils Schools Building Programme.

Northern Distributor Road, Norfolk County Council to back the $\frac{3}{4}$ route from Thorpe, anticlockwise as far as the Fakenham Road. The road through Lenwade and Honingham to the A47 Dereham Road will then be upgraded.

Loddon Police Station Public Meeting, was very well supported by the public. The meeting was reported in the press. Adrian Gunson has since received a letter confirming the maintenance of a beat officer in Loddon. The Police contact points in Loddon will be in the Post Office and the internet Kiosk in the telephone box towards the rear of the Co-op.

Hobart High School, the builders should be on site before Christmas.

Anglian Bus Service, higher subsidies are required on local routes and are therefore up for tender.

St Matthews House, Chedgrave, there is to be a Public Meeting held on December 6 at the Church Rooms in Chedgrave. The management of the House for young adults with learning difficulties is to be reviewed. Staffing is to be reduced with the introduction of a roving role for night staff. This will leave vulnerable young adults without night staff. There is also a petition circulating in Loddon and Chedgrave.

Report from Derek Blake, District Councillor.

Travellers Site at Seething, after the Public Meeting held recently the provision of a traveller's site in Seething was rejected.

South Norfolk Council has been randomly selecting households for a survey on housing needs in the area. There have been complaints about intrusive questions.

Council Tax Revaluation, this has been put on hold by the District Council although some questionnaires have been sent out. Households receiving questionnaires at the moment do not have to reply.

GP referral Scheme, for the over 50s for a fitness regime. Referrals will be dealt with at Long Strattons Health Centre.

Parking Charges in Loddon, the on street parking charges have been shelved. There will be a debate concerning off-street parking charges. The residents of Loddon are in favour of off-street parking charges.

17 Other Matters for future agendas and items for information
There were none reported.

18 Date of next meeting Thursday 26 January 2006

The meeting closed at 10.10pm