

ASHBY ST MARY PARISH COUNCIL

Minutes of the Meeting held on Thursday 20 January 2011 at 7.45 pm at

Ashby St Mary and Thurton Village Hall

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

Also Present: Linda Gray (Clerk), Adrian Gunson, County Councillor, Derek Blake, District
Councillor, PCSO Kevin Nightingale and 0 Member of Public.

1. **Apologies** were received and accepted from Sarah Cook and Terry Kitt.

2. **Declaration of Interest**

There were no declarations of interest relating to items on the Agenda.

3. **Minutes of the meeting held on 18 November 2010**

The minutes, previously circulated, were approved and signed by the Chairman.

7.50 pm Robert Todd arrived.

A report was heard from PCSO Nightingale which can be found in Homewatch below.

8.00pm Kevin Nightingale left the meeting.

4. **Matters Arising**

There were no matters arising, which were not covered by the following agenda.

5. **Correspondence**

All correspondence received had been included on a separate table and circulated. There were no further letters to discuss.

6. **Finance**

Balance of Account and Payment table

Date	Detail	Cheque No	Amount	Totals
31.12.10	Balances of Accounts			
	Savings		£51.76	
	Current		£500.00	
	Web Site Account		£76.85	
	Sub Total of Balances	Sub total		£628.61
	<u>Receipts</u>			
06.12.11	Bank Interest		£0.03	
	Sub Total of Receipts	Sub total		£0.03
	<u>Payments</u>			
20.01.11	L Gray Training	100274	£22.50	
20.01.11	L Gray Expenses	100275	£27.31	
20.01.11	Village Hall Hire Fee	100276	£75.00	
23.01.11	L Gray Salary - Standing Order	STO	£110.50	
	Sub Total of Payments	Sub total		£235.31
	Balance of Accounts		Balance	£393.33

The payment table was proposed by Carol Powell, seconded by Mark Rolph and agreed unanimously.

7. **Planning**

Planning Application Ref & Date	Address and Proposal	Parish Council Decision	SNDC Planning Decision
2010/1772 13.10.10	Land to the rear of Hill House Cottages, Mill Road, Ashby St Mary Application for approval of double garage not built in accordance with planning permission 2006/2666/F	Approve	Approved
2010/1158 06.07.10	Bronte Cottage, Mill Common, Ashby St Mary Proposed change of use of agricultural field to residential curtilage and proposed bank stabilisation.	Approve	Approved
2010/1159 06.07.10	Bronte Cottage, Mill Common, Ashby St Mary Proposed change of use of agricultural field to residential curtilage and proposed bank stabilisation.	Approve	Withdrawn
2010/1921 05/11/10	Claxton House, Church Lane, Claxton Proposed extension to existing care home to provide 40 bedroom dementia unit	Refuse	TBA

Bronte Cottage – One of the planning applications regarding Bronte Cottage 2010/1159 had been withdrawn as further discussions with neighbours regarding garden boundaries were required. Planning application 2010/1158 Bronte Cottage had been approved by South Norfolk Council Planning Committee.

Claxton House – The planning application ref 2010/1921 had now been received for consultation after the Parish Council had commented on the proposed planning application before Christmas. Even though the Claxton House Development was in the neighbouring village of Claxton the Parish Council had felt the village and residents of Ashby St Mary would be affected by the proposed planning application. The plans of the proposed development were viewed by Councillors at the meeting and discussed at length. The following comments would be added to the previous response and resubmitted. The estimation of traffic movements were widely optimistic and seriously understated and the reliance of Public Transport and its proximity to the site would appear to be unrealistic and would result in a significant increase in traffic movements to and from the site. The Clerk would send a copy of the comments to the Clerk of Claxton Parish Council and Stephen Coleman from Environment, Transport and Development at Norfolk County Council.

8. Parish Councillor Elections – Change of Annual Parish Meeting Date

Due to the Parish Council Elections this year the Annual Parish Meeting will now be on 30 March 2011 in order that residents can attend the Annual Parish Meeting to find out more about becoming a Parish Councillor.

9. Village Emergency Procedure – Vulnerable Residents

Over the Christmas period through a shortage of heating oil to residents it was highlighted to the Parish Council that there was no Village Community Emergency Procedure in place. Councillors discussed this issue at length and decided to add the item to the Annual Parish Meeting agenda to be discussed by residents. The item will also be added to the Annual Parish Meeting invitation flyer along with the detail of the Emergency Grid Reference information.

10. Quality Parish Council

Mark Rolph and Terry Kitt had looked at the checklist for Quality Status and identified some areas where best practice could be adopted along with providing the Eleven Says Parish Magazine and the Library in Loddon with a précis of the minutes of the last meeting. The Clerk requested a copy of the précis.

11. Report from Representative on the Village Hall Committee

Terry Kitt was unable to attend the meeting and Mark Rolph attended in Terry's place. The plans for the Multi Use Games Area had been updated. An improvement plan for the Village Hall would be started soon. New contracts for Users had been put in place and would be sent to all regular users.

12. Web Site

Mark Rolph had made 4 updates to the site. The Emergency Grid references would be included on the site shortly.

13. Homewatch Including report from PCSO Nightingale.

(This report had been heard at the beginning of the meeting and PCSO Nightingale left the meeting at 8.00pm)

The Police team in Loddon that patrolled Ashby St Mary included Inspector James Brown, Sgt Peter Lowndes-Burt, PC Grant Buchanan, PC Bex Wood and PC Robert Hipperson. PCSO were Kevin Nightingale and Christopher Rose.

Crime Report – From 20 November 2010 to date there had been no reported crimes in Ashby St Mary but 3 calls to the Patrol Room on the non emergency number including 2 suspicious circumstances and 1 concern for safety reported.

SNAP Meetings – The meetings at present were concerned with parking on George Lane and Kittens Lane, Loddon and School Lane Seething.

14. Public Consultation and Reports from County and District Councillors

Report from Adrian Gunson, County Councillor

Pot Holes – Two potholes at Hellington had been repaired, another very large pot hole would be reported. Peter Wright had met with a Highway Engineer who had inspected the drainage problems on Mill Road.

Hobart High School – The Swimming Pool refurbishment was underway. John Robson, Headteacher had announced his retirement and the Governors were seeking to appoint a new head for September 2011.

Speed Camera – No formal agreement had been signed between the Police and Norfolk County Council as yet but the issue was ongoing.

Bus Service – The X2 service and Anglian buses had improved but both services had suffered due to the bad weather in December 2010.

Traffic Lights Trowse bypass, although all the traffic lights and operating boxes had been replaced the sequence of the traffic lights remained a problem.

Report from Derek Blake, District Councillor

Planning Meetings – All area planning meetings were now held at South Norfolk Offices, Long Stratton, on 1st Wednesday and 3rd Wednesday of each month.

Affordable Housing – Projects in Rockland and Alington were complete and new a development had been started in Bergh Apton.

Sculpture Trail – This event would take place in Bergh Apton this year and would include the new Affordable Housing project.

Local Development Framework – Consultation had come to an end and specific site allocations would be announced around April 2011 and May 2011.

Road Sweeping – The problems regarding road sweeper from South Norfolk, not including all roads in Ashby St Mary, were discussed and Derek Blake would report the problems of Mill Road to the Road Sweeping team.

9.30pm Carol Powell left the meeting.

15. Other Matters for future agendas and items for information

Annual Parish Meeting

16. Date of next meeting 9 March 2011

The meeting closed at 9.40pm

ASHBY ST MARY PARISH COUNCIL

Minutes of the Meeting held on Wednesday 9 March 2011 at 7.45 pm at

Ashby St Mary and Thurton Village Hall

Present: Peter Wright, Carol Powell, Mark Rolph, Terry Kitt, and Edgar Hoddy.

Also Present: Linda Gray (Clerk), Adrian Gunson, County Councillor, Derek Blake, District Councillor and 0 Member of Public.

1. Apologies

Apologies were accepted from Robert Todd and Sarah Cook by Councillors.

2. Declaration of Interest

There were no declarations of interest relating to items on the Agenda.

3. Minutes of the meeting held on 20 January 2011

The minutes, previously circulated, were approved and signed by the Chairman.

4. Matters Arising

Bergh Apton Waste Recycling Centre. The Clerk read the response to Councillors. The response was not the update Councillors were expecting and asked for the Clerk to write to Anne Steward, Cabinet Member for Waste at NCC.

5. Correspondence (tabled separately)

Local Development Plan – An update had been received with anticipated dates for consultation on Stage 2 and Stage 3.

6. Finance

Balance of Account and Payment table

Date	Detail	Cheque No	Amount	Totals
22.02.11	Balances of Accounts			
	Savings		£0.00	
	Current		£316.45	
	Web Site Account		£76.85	
	Sub Total of Balances	Sub total		£393.30
	<u>Receipts</u>			
	Bank Interest		£0.00	
	Sub Total of Receipts	Sub total		£0.00
	<u>Payments</u>			
22.02.11	1&1 Internet Web site Fee	Debit Card	£43.03	
23.02.11	L Gray Salary - Standing Order	STO	£110.50	
20.01.11	Hobart High School Printing	100277	£34.00	
23.03.11	L Gray Salary - Standing Order	STO	£110.50	
	Sub Total of Payments	Sub total		£298.03
	Balance of Accounts		Balance	£95.27

The payment table was agreed by Councillors; proposed Carol Powell seconded by Terry Kitt and agreed unanimously.

Internal Auditor – Chris Dix was appointed Internal Auditor for the financial year 2010/11.

Training – The Clerk had been advised new rules from the Tax Office affected the PAYE status of the Clerk and any employees of the Parish Council. Training had been offered by

Norfolk ALC and the Clerk would like to accept the training offered. Councillors agreed for the Clerk to attend the training.

7. Planning

Planning Application Ref & Date	Address and Proposal	Parish Council Decision	SNDC Planning Decision
2010/1921 05/11/10	Claxton House, Church Lane, Claxton Proposed extension to existing care home to provide 40 bedroom dementia unit	Refuse	TBA
2011/0099 21/01/2011	6 Mill Common, Ashby St Mary Extension of time limit application to permission 2007/2727/H Erection of two storey and singles storey side extensions and first floor rear extension	Approve	TBA

Claxton House Church Lane

Terry Kitt had attended the Public meeting held on 15 February 2011 by Claxton Parish Council where traffic concerns and passing bays on Mill Road were discussed.

Adrian Gunson had negotiated with Highways to maintain the amount of Car parking spaces on the original plans at Claxton House along with 4 passing bays on Mill Road and 4 on Green Road Hellington. Also a re-routing agreement to make the main route to the site along Green Road Hellington rather than through Thurton and Ashby St Mary was discussed.

8. Parish Councillor Elections

The Clerk gave the nomination papers to the Councillors and went through the timetable of events. The Election would be publicised from 25 March 2011 and nomination papers would need to be returned by noon on the 4 April 2011. If you are interested in becoming a Parish Councillor for Ashby St Mary, more information will be available at the Annual Parish Meeting on Wednesday 30 March 2011 or from South Norfolk Council web site www.south-norfolk.gov.uk or contact the Clerk Linda Gray email clerk.ashby@googlemail.com Tel no 07580 796044, 5 Cedar Drive, Loddon, Norwich, Norfolk, NR14 6LE.

9. Quality Parish Council

Councillors agreed this item could be removed from the Agenda.

10. Report from Representative on the Village Hall Committee

Terry Kitt reported the next meeting Village Hall Committee Meeting would take place tomorrow Thursday 10 March. The refurbishment of the play area would require planning permission. Derek Blake discussed the Grants available by Wren for the play area project. Both the Chairman of Thurton and Ashby St Mary Parish Councils would need to meet to discuss the way forward for Grant funding.

11. Web Site

Mark Rolph reported the web site had been updated 3 times since the last meeting. Contact Mark Rolph or the Clerk for items to be included on the site.

12. Homewatch

Carol Powell confirmed updates from Police continued to be circulated to those in the Homewatch scheme.

13. Public Consultation and Reports from County and District Councillors

Report from Adrian Gunson, County Councillor

Hobart High School – The Deputy Headteacher Sam Griffin had been appointed Headteacher and now the school would seek to appoint a new Deputy Headteacher.

Bus Service – From Loddon to Claxton through Langley and Chedgrave had been cancelled.

Claxton House – The planning application for the development of a dementia unit had attracted a lot of interest from local Villages.

Pot Holes – There remained several pot holes in the area that would be repaired shortly.

Trowse Traffic Lights – The sequence of the lights had been adjusted by the Highways Agency and were now working very much better.

Mill Road - Drainage work on Mill Road was now complete to a high standard and had been working very well. The water had been directed to drain from the road on to the verge. A local landowner had re channelled the water away from the verge back on to the road since the work had been completed. The Clerk was requested to write to the Highways Department thanking them for the work completed and reporting the actions of the landowner.

Report from Derek Blake, District Councillor

Affordable Housing- The development at Alington had been completed with residents now moving in. Bergh Apton's development was near in completion and would be considered for a design award once finished.

Joint Core Strategy was in place and would be approved shortly. When approved the strategy would be used as a guideline for development in the area. The site specific decision was ongoing. The amount of planning applications had increased in the last quarter and continued to rise

Bergh Apton Sculpture Trail last two weekends in May 1 June

Road Sweeper – It had been confirmed South Norfolk were responsible for sweeping roads with curbs on both sides. Councillors discussed this at some length and agreed for Terry Kitt to formulate a letter the Clerk could send to Chief Executive of the Highways Department.

14. Annual Parish Meeting Planning

The stickers with the grid references were now correct and ready for the Parish Meeting.

Terry Kitt and Mark Rolph had identified all 123 properties in the Village. The grid reference labels would now be attached to the Annual Parish Meeting flyers and delivered to each house in the Village.

It was agreed to include the Village Emergency plan at the Annual Parish Meeting and the Clerk would look into getting someone from the Emergency planning team to the meeting.

15. Other Matters for future agendas and items for information

None

16. Date of next meeting The Annual Meeting of the Parish Council 19 May 2011

Annual Parish Meeting Wednesday 30 March 2011

The meeting closed at 9.35pm

20 January 2011	9 March 2011
30 March 2011 Annual Parish Meeting	
19 May 2011	14 July 2011
22 September 2011	17 November 2011

ASHBY ST MARY PARISH COUNCIL

Minutes of the Meeting held on Thursday 19 May 2011 at 7.45 pm at

Ashby St Mary and Thurton Village Hall

Present: Robert Todd (Chairman), Peter Wright, Sarah Cook and Edgar Hoddy.

Also Present: Linda Gray (Clerk), Adrian Gunson, County Councillor and 0 Member of Public.

1. **Appointment of Chairman** - Acceptance of Offer. The Clerk asked for nominations for Chairman. Peter Wright, proposed Robert Todd seconded by Sarah Cook and was agreed unanimously. Robert Todd accepted the post of Chairman, the acceptance of Office form was completed and witnessed by the Clerk.

Co-option of Edgar Hoddy. After the Elections in May there had been two vacancies on the Parish Council. Sarah Cook nominated Edgar Hoddy and the nomination was seconded by Robert Todd. Edgar Hoddy accepted the post of Co-opted Councillor, the acceptance of office form was completed and witnessed by the Clerk. Robert Todd added Edgar had worked hard to maintain the Footpaths and Trees in the village to a high standard in his last term of office.

2. **Appointment of Vice-Chairman** – Acceptance of Offer. Robert Todd proposed Peter Wright, seconded Edgar Hoddy and agreed unanimously. Peter accepted the post as Vice-Chairman, the acceptance of Office form was completed and witnessed by the Clerk.

Vacancy on Council, There now remained one vacancy on the Parish Council. Any resident of Ashby St Mary can stand on the Parish Council. Further information was available by contacting the Clerk Linda Gray 07580 796044 or Clerk.ashby@googlemail.com. Information regarding the work of Ashby St Mary Parish Council and contact details was also available on the website. www.ashbystmary.org.uk

3. **Register of Interest** – All Councillors present completed and returned Registration of Members Interest forms.
4. **Standing Orders** – General Review the present copy of the Standing Orders had been made available for all Councillors to read. It was agreed there were no updates to be made.
5. **Apologies**
Apologies were received from Mark Rolph, Terry Kitt and Derek Blake.
6. **Declaration of Interest**
There were no declarations of interest relating to items on the Agenda.
7. **Minutes of the meeting held on 9 March 2011**
The minutes, previously circulated, were approved and signed by the Chairman.

8. **Matters Arising**

Highways – Robert Edwards Highways Engineer had been thanked for the work completed on Mill Road Ashby St Mary and informed of the changes made to their work by a local landowner living in the vicinity, who had tried to re-channel the water away from their property back on to the Highway, which would potentially cause a safety hazard to the road.

Waste Site Bergh Apton – A site specific consultation was expected shortly under the Local Waste Development Framework. Bergh Apton was not expected to be included as an appropriate site to continue. The Clerk would write asking why the site was not included on the list and if not continuing as a Waste Site the potential usage of the site in the future.

Road Sweeping -Terry Kitt had met with the Andy Jarvis, the director in charge of Street Cleaning to discuss the work of the Road Sweeper in the Village. It was reported to Andy Jarvis that while Mill Road had some kerbed sections it is largely grass verge alternating with

drop kerb accesses. The street sweeper lowers and raises its brushes as it moves down the street sweeping the kerbed area and leaving the un-kerbed sections. The result is that the silt on the un-kerbed areas almost immediately washes down to the kerbed sections.

In common with practice with other local authorities in the area the sweeper only sweeps kerbed areas, this is to avoid sweeping up large volumes of earth bank and because the Council had, in the past in other areas, been advised that sweeping un-kerbed areas can cause damage to the highway. It was agreed at the meeting the street sweeper will sweep both kerbed and un-kerbed sections of Mill Road. The impact of the sweeping on the highway structure on Mill Road will be monitored and the decision reviewed accordingly. Grateful thanks were extended to Terry Kitt for his time and the favourable result negotiated by meeting with Andy Jarvis.

9. Correspondence (tabled separately)

Norfolk ALC, information sheet for Councillors, Training and Executive Committee nominations

10. Finance

Clerks Salary and Expenses. The Clerk had now undertaken PAYE training and had set the Parish Councils up as an Employer and the first month's transactions had been completed. Due to the PAYE Scheme the Clerks allowance for Utilities at her home was £3.00 per week. The salary scale of the clerk increased from scale SCP 22 to SCP 23 as at 1 April 2011.

Balance of Account and Payment table

Date	Detail	Cheque No	Amount	Totals
01.04.11	Balances of Accounts			
	Savings		£0.01	
	Current		£61.45	
	Web Site Account		£33.82	
	Sub Total of Balances	Sub total		£95.28
	<u>Receipts</u>			
26.04.11	Precept		£1,100.00	
	Sub Total of Receipts	Sub total		£1,100.00
	<u>Payments</u>			
23.04.11	L Gray Salary - Standing Order	STO	£110.50	
19.05.11	L Gray Expenses	100278	£107.87	
19.05.11	Norfolk Alc Subscription	100279	£95.22	
19.05.11	Dog Bin Service	100280	£67.28	
23.05.11	L Gray Salary - Standing Order	STO	£116.94	
	Sub Total of Payments	Sub total		£497.81
	Balance of Accounts		Balance	£697.47

- Financial Standing Orders - Councillors had been given a copy of the Financial Standing Orders before the meeting and it was agreed after review no amendments were required.
- Responsibilities of Parish Council – Councillors had been given a copy of the Responsibilities of the Parish Council before the meeting and it was agreed after review no amendments were required.
- Asset Register – Councillors had been given a copy of the Asset Register before the meeting, it was agreed after review no amendments were required.

- d. Audit - The Clerk presented the Annual Accounts to Councillors. The bank reconciliation was signed by Robert Todd, Chairman. The Councillors agreed the Annual Governance Statement and Accounting Statement for the year ended 31 March 2011. Proposed Robert Todd, seconded Peter Wright and agreed unanimously.

Future of Audit

The Secretary of State for Communities and Local Government announced plans to disband the Audit Commission. The proposal was to bring arrangements for local councils in line with other sectors and is considering a process under which the income and expenditure of a body determines the level of audit required. There were two options to consider, after discussion it was agreed to support option 1.

11. Planning

Planning Application Ref & Date	Address and Proposal	Parish Council Decision	SNDC Planning Decision
2010/1921 05/11/10	Claxton House, Church Lane, Claxton Proposed extension to existing care home to provide 40 bedroom dementia unit	Refuse	TBA
2011/0099 21/01/2011	6 Mill Common, Ashby St Mary Extension of time limit application to permission 2007/2727/H Erection of two storey and singles storey side extensions and first floor rear extension	Approve	Approved
2011/0331 15/03/2011	Springwoods, Mill Road, Ashby St Mary Erection of 5mx4m Edwardian style gable fronted conservatory to rear elevation.	Approve	Approved
2011/0572 07/04/2011	Lodge View, Sandy Lane, Ashby St Mary Proposed erection of barn of the storage of hay, straw, tractor and other farm machinery.	Withdrawn	Withdrawn
2011/0544 04/04/2011	2 Hill House Cottages, Mill Road, Ashby St Mary New brick chimney to gable end of cottage	Approve	

Claxton House Planning Application – The quality of the intended passing bays were of some concern and Robert Todd would contact the Highways Department to discuss the depth and quality of the surface planned.

12. Report from Representative on the Village Hall Committee

Mark Rolph had attended the recent AGM of the Village Hall Committee and had produced a report which highlighted the following items; Income had been generally the same as 2010, inflation and vat rise means hall charges were expected to increase again next year, it was felt one user group had been lost due to the increase in Hall Charges, John Pigeon was not seeking reappointment as Chairman, a new Chairman would be elected at the next meeting. All other officers were re-appointed or were awaiting their own meeting to establish who would stand for the next year.

The Committee were intending to upgrade and improve the driveway and parking area whilst the proposed work on the play area is undertaken. Grants available were being investigated. A request for help with grants for additional Hall and Playing Field improvements from the Parish Council would be included as an agenda item at the next Parish Council meeting.

13. Web Site

Further updates to include the Annual Parish Meeting Reports, Rainfall, Cricket and Election results had been completed. The Clerk requested Councillors agree for the Draft Minutes of the Annual Parish Meeting to be included on the web site. All Councillors agreed.

14. Homewatch

There had been nothing the report.

15. Public Consultation and Reports from County and District Councillors

Report from Adrian Gunson, County Councillor

Thurton Primary School building had won 2 Architectural Awards for build and design and the way in which the building blends with the village scene.

Bus Service - The late service out of Norwich had been changed from 11pm to 10.30pm in line with Bernard Matthews night shift timings.

Grass Cutting of verges -The schedule for the summer had begun with Bergh Apton being completed first due the Sculpture Trail Event.

Surface Dressing – The summer schedule was to commence shortly in the area.

Trowse Traffic Lights - Highways Engineers had made improvements to outward traffic.

Loddon Planning Application for Express Plastics site, a planning application for 85 Houses on the site was expected shortly with great improvements to car parking for each property.

Hobart High School – The Swimming Pool refurbishment was now complete and the pool had re-opened. Mrs C Woods had been appointed as Deputy Head teacher.

Loddon Library – A planned reduction in opening hours was in consultation at present.

Report from Derek Blake, District Councillor

Derek had sent a report for Councillors to read.

16. Other Matters for future agendas and items for information

Village Hall Grant

Village Hall Representative

17. Date of next meeting 21 July 2011

The meeting closed at 9.12 pm

ASHBY ST MARY PARISH COUNCIL

**Minutes of the Meeting held on Thursday 22 September 2011 at 7.45 pm at
Ashby St Mary and Thurton Village Hall**

Present: Robert Todd (Chairman), Peter Wright,
Mark Rolph, Terry Kitt, and Edgar Hoddy.

Also Present: Linda Gray (Clerk), Adrian Gunson, County Councillor, Derek Blake, District
Councillor, PCSO Kevin Nightingale and 0 Member of Public.

- 1. Apologies** – Were received from Sarah Cook.
- 2. Declaration of Interest**
There were no declarations of interest relating to items on the Agenda.
- 3. Minutes of the meeting held on 19 May 2011** – The meeting scheduled for 21 July was cancelled. The minutes, previously circulated, were approved and signed by the Chairman.
- 4. Matters Arising**
Road Sweeping – Terry Kitt reported the Road Sweeper was doing the job better
Passing Bays on Green Lane – There had been no further information received.
- 5. Local Development Framework**
Including report from Derek Blake, District Councillor

The Site Specific Consultation runs from 29 August to 18 November.

A joint meeting with Thurton Parish Council to be held on

13 October 2011 in Ashby and Thurton Village Hall –

Maps can be viewed from 6.30pm to 7.00pm with a Public Meeting starting at 7.00pm.

Ashby Councillors will door drop a leaflet to Ashby residents. Suggestions of land had been proposed on the plans and Villages need to consider their preferred sites and Village Development Boundaries. Derek Blake reported Parishes were required to select a preferred site even though the process of submitting land had not yet closed. The preferred sites need to take into consideration the issues of the site including highways and development boundaries of the existing village. The Core Strategy had identified and approved that each service centre village would be required to have a housing development.

In addition to the Public Meeting Councillors requested the clerk contact the main utility providers in the Village, Gas, Electric, Water and Highways to make them aware of the proposed development and to ask if the existing systems had sufficient capacity.

Councillors agreed the cost of hiring the Village Hall would be shared between the two Parish Councils.

- 6. Correspondence** (tabled separately)
Highway Ranger – Would be visiting the Village the week beginning 3 October. Terry Kitt would contact with details of areas that required attention.
- 7. Finance**
 - a. Section 137 due to the present state of the accounts this item was discussed but no further action was taken. Councillors had always considered the effects of increase of Council Tax if the Parish Council increases the precept.

Balance of Account and Payment table

Date	Detail	Cheque No	Amount	Totals
09.06.11	Balances of Accounts			
	Savings		£163.68	
	Current		£500.00	
	Web Site Account		£33.82	
	Sub Total of Balances	Sub total		£697.50
	<u>Receipts</u>		£0.00	
	Sub Total of Receipts	Sub total		£0.00
	<u>Payments</u>			
23.06.11	L Gray Salary - Standing Order	STO	£113.72	
21.07.11	C Dix External Auditor	100281	£50.00	
23.07.11	L Gray Salary - Standing Order	STO	£113.72	
23.08.11	L Gray Salary - Standing Order	STO	£113.72	
22.09.11	Mazars Auditors	100282	£60.00	
22.09.11	Norfolk ALC Insurance	100283	£194.76	
22.09.11	L Gray Expenses	100284	£60.62	
23.09.11	L Gray Salary - Standing Order	STO	£113.72	
	Sub Total of Payments	Sub total		£820.26
	Balance of Accounts		Balance	-£122.76

b. Planning

Planning Application Ref & Date	Address and Proposal	Parish Council Decision	SNDC Planning Decision
2010/1921 05/11/10	Claxton House, Church Lane, Claxton Proposed extension to existing care home to provide 40 bedroom dementia unit	Refuse	TBA
2011/0544 04/04/2011	2 Hill House Cottages, Mill Road, Ashby St Mary New brick chimney to gable end of cottage	Approve	Approved
2011/0851 26/05/2011	Thistledown Barn, Chapel Road, Ashby St Mary Proposed rear en-suite extension	Approve	Approved

Claxton House – There was still no decision from South Norfolk regarding the planning application for the 40 bedroomed dementia unit.

The Old School, Thurton- It had been reported the Old School was in the process of being changed into a private nursery. Councillors were concerned with the traffic and parked cars this would involve and the potential safety issues on the junction with the A146. There would be 30 children on the site and 8 staff and parking issues were likely to escalate.

8. Report from Representative on the Village Hall Committee

A new Chairman had been elected, Janice Baugh. Village Hall rates were to increase. The Playarea, parking area and Preschool garden would all receive some maintenance work shortly.

9. Web Site

The Web site had received many updates and the site included Rainfall, Cricket results as well as news from the Parish Council.

10. Homewatch

Only one reported crime of Burglary in Ashby St Mary in May and nothing more reported since then.

The Safer Neighbourhood team in Loddon would change again shortly. There would be one full time PC managing the PCSO Team and would receive direct orders from Wymondham from January 2012. More work would be possible from Police Cars once the car is modified to take a laptop.

11. Public Consultation and Reports from County and District Councillors

Report from Adrian Gunson, County Councillor

Traffic Lights Trowse, the green phase had been adjusted

Loddon Library, Volunteer help is required

Surface Dressing, schedule in the area had been completed.

Grass Verge Cutting, schedule had been completed on country roads and will now undertake the main roads.

Broadband, NCC is working out the requirements of the area and investigating a new supplier. It is expected that Broadband speeds will be improved in the whole of Norfolk

Hobart High School, the results for GCSE were good 80% of pupils attained 5A* - C.

Potholes have been reported in Mill Common to Chapel Hill and Low Common had a very deep pothole that had been repaired.

12. Other Matters for future agendas and items for information

Diamond Jubilee the PC would like to be involved in events.

13. Date of next meeting 10 November 2011

The meeting closed at 9.30pm

ASHBY ST MARY PARISH COUNCIL

Minutes of the Meeting held on Thursday 10 November 2011 at 7.45 pm at

Ashby St Mary and Thurton Village Hall

Present: Robert Todd (Chairman), Peter Wright,
Mark Rolph, Terry Kitt, and Edgar Hoddy.

Also Present: Linda Gray (Clerk), and 0 Member of Public.

1. Apologies
Apologies were received from Sarah Cook; Adrian Gunson, County Councillor; Derek Blake, District Councillor.
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 2011
The minutes, previously circulated, were approved and signed by the Chairman.
4. Matters Arising
Highway Rangers - Terry Kitt met with the Highway Rangers recently to discuss the areas in the village that required attention. The main areas highlighted were Mill Common and at the bottom of the hill on Mill Road. Both areas need sand and debris to be swept from the highway regularly. Terry Kitt will be the contact point for the Highway Rangers. Terry will provide a list of areas to be checked on each visit and any extra work to be completed.
Diamond Jubilee – Tuesday 5 June 2012 Bank Holiday – It was reported there will be a street party in the Village. The Parish council would like to mark the occasion by planting flowers or shrubs around the base of the Ashby St Mary Village Sign.
5. Correspondence (tabled separately)
Thurton Primary School – Councillors had received an invitation to attend the Winter Fayre on 2 December 2011. Clerk to respond to invitation.
Dog Bags – Dog bags will no longer be available from South Norfolk Council
Cilca Qualification – the Clerk confirmed she had competed and passed the Cilca qualification and was now a qualified Parish Clerk.
6. Local Development Framework response to Consultation
Peter Wright gave an overview of the Public Meeting held on 13 October 2011 regarding the Site Specific Allocation consultation. The meeting was very well attended by residents; officers from South Norfolk were present along with Derek Blake to present information regarding the consultation. Residents were unanimous at the meeting that they were strongly against any development of Ashby St Mary and Thurton. The Clerk would respond to the consultation highlighting the views of the Councillors and residents from the Public Meeting, the Parish Plan as well as highlighting concerns regarding Sewerage, Highways and insufficient infrastructure of the village to support any future development.

CIL Levy

The Community Infrastructure Levy (CIL) allows local authorities to charge a tariff, at a locally set rate, on many types of new development. The money can then be used to pay for a wide range of additional infrastructure that is required as a result of development. This can include transport schemes, green infrastructure and community facilities. Preliminary Draft Charging Schedules were published for comment the schedules relate to the geographical charging zones for residential development, Norwich is entirely in Zone A and Broadland and South Norfolk include areas in both Zone A and Zone B. The GNDP requested comments on these Schedules over a six-week period from 3 October 2011 until Monday 14 November 2011.

Thurton and Ashby would be included in Zone B and the levy is at a reduced rate which could attract developers to purchase land in Thurton and Ashby rather than Alington and Bergh Apton which are in the higher rate band Zone A. As a collective both Parish Councils of Ashby St Mary and Thurton have agreed that both villages need to be included in the higher rate band zone A to make it more expensive for developers to build in the area.

Chris Popplewell from Thurton PC had sent the response from Thurton regarding this matter which Ashby were invited to send in as a joint response. It was decided that Ashby would join in the response but would add in a paragraph relating to Ashby individually. Mark Rolph would compose the paragraph from Ashby St Mary. The Clerk would contact Chris Popplewell.

7. Finance

Balance of Account and Payment table

Date	Detail	Cheque No	Amount	Totals
26.10.11	Balances of Accounts Savings Current Web Site Account		£329.71 £500.00 £33.82	
	Sub Total of Balances	Sub total		£863.53
	<u>Receipts</u>			
30.09.11	Precept (already included in balance)	£1,100.00		
	Sub Total of Receipts	Sub total		£0.00
	<u>Payments</u>			
23.11.11	L Gray Salary - Standing Order	STO	£113.72	
10.11.11	L Gray Expenses	100285	£86.84	
10.11.11	Hire of Hall	100286	£75.00	
23.12.11	L Gray Salary - Standing Order	STO	£113.72	
	Sub Total of Payments	Sub total		£389.28
	Balance of Accounts		Balance	£474.25

Half year controls and Checks

The Clerk presented the accounts to confirm the half year bank reconciliation which the Chairman signed as correct. The controls and checks were then completed and signed. Chris Dix Internal Auditor was appointed for the accounts for 2011/12.

2012/13 Budget

The Clerk had previously circulated the budget figures for 2012/13

Precept

After review of the 2012/13 budget Councillors agreed to increase the precept for 2012/13 to £2,500.00. Councillors felt it was important for the small increase of £300.00 to be made as costs to the Council were increasing and this would also give a small available fund.

8. Planning

Planning Application Ref & Date	Address and Proposal	Parish Council Decision	SNDC Planning Decision
2010/1921 05/11/10	Claxton House, Church Lane, Claxton Proposed extension to existing care home to provide 40 bedroom dementia unit	Refuse	TBA

Claxton House – This planning application was reported to have been approved subject to the highway conditions being approved.

9. Report from Representative on the Village Hall Committee
Terry Kitt reported the play area plans remained ongoing and the provision for Car Parking at the village hall had been reviewed and would be included in the improvement plans. The Village Hall committee were seeking funding primarily from WREN and others.
10. Web Site
Mark Rolph reported further updates to the Web site had been made. The closing date for the LDF consultation was also included. A link from Active Norfolk would be included in order that a supporter of 2012 Olympic logo could be added to the site.
11. Homewatch
There was nothing to report from Homewatch
12. Public Consultation and Reports from County and District Councillors
Report from Adrian Gunson, County Councillor
LDF – Wrote in support of Ashby to oppose any development of Ashby St Mary
Thurton LDF – The preferred site in Thurton of Vale Road would oppose also because of the safety of children walking to school from this site along the A146.
Nursey School Thurton – Through discussions with highways the applicants had been advised to implement parking instructions to parents.
Trowse Bypass – The traffic lights were now co-ordinated better. The repainting of the white lines is now required.
Loddon – Express Plastics Site, 87 houses on the site had been approved. The existing entrance would not be used and a new entrance would be made on Norton Road close to the industrial estate. As part of the planning application a speed activated sign would be installed.
River Chet Flood Bank– Work was required on the south side of the river.
Bus Concessionary Fares – The scheme for free bus fares for the over 60s run by the Government and operated by NCC although had been a great success was now experiencing difficulties with funding. There were now shortfalls in subsidies from the Government causing bus companies to consider cutting some bus routes to make up the shortfall and maintain the free fare service.
Libraries – Both Loddon and Poringland libraries needed volunteers to help with young readers and IT for older people.
Broadband - The County Council was pushing ahead to identify where the problems in rural areas were and to improve the service by 2015.
13. Other Matters for future agendas and items for information
Norfolk Rural Council – Domestic Fuel Bulk Buying scheme to be discussed at the Annual Parish Meeting.
14. Date of next meeting 19 January 2011

Meeting Dates for 2012
 19 January 2012 22 March 2012
 26 April 2012 Annual Parish Meeting
 24 May 2012 12 July 2012
 20 September 2012 22 November 2012

The meeting closed at 9.20 pm