

ASHBY ST MARY PARISH COUNCIL

**Minutes of the Meeting held on Thursday 20th November 2014 at 7.45 pm at
Ashby St Mary and Thurton Village Hall**

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

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

This meeting was quorate

1. **Apologies of absence** were received and accepted from Adrian Gunson and Derek Blake
2. **Declaration of Pecuniary Interest** - There were no declarations of interest made.
3. **Minutes of the meeting held on 18 September 2014**

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

4. Matters Arising

HGV Signs – Had been installed on Mill Common and The Street

Oak Tree on the corner of Mill Road and Mill Common – Highways acknowledged they had completed work as a goodwill gesture in the past. Currently there were no funds available in the budget of the County Council to continue this arrangement and the owner of the tree at Valley View was required to undertake the work privately. The Clerk requested that Highways wrote to the owner of the tree to report the situation.

Footpaths – The clearing and cutting of the local village footpaths would be the responsibility of the Parish Council and the residents. Edgar Hoddy had suggested a working party but as yet no volunteers had been forthcoming.

All other matters arising were covered by the following Agenda.

5. Correspondence

The Broads National Park –Broads Authority consultation to rebrand The Broads National Park.

Norfolk ALC – Norfolk Councillors edition given to Councillors

Richard Bacon Email – Speeding in Villages - After a discussion Councillors decided not to offer support to Richard Bacons campaign as more information regarding the enforcement of new speed limits, cost of signs and consultation and cost of consultation required for changing speed limits in villages was not included in the document.

6. Finance - Balance of Account and Payment table

Date	Detail	Cheque No	Amount	Totals
31/10/2014	Balances of Accounts			
	Savings		£500.00	
	Current		£1,350.13	
	Web Site Account		£50.00	
	Sub Total of Balances	Sub total		£1,900.13
Receipts				
	Sub Total of Receipts	Sub total		£0.00
Payments				
18.09.14	L Gray Expenses	100319	£73.75	
23.10.14	L Gray Salary - Standing Order	STO	£126.37	
20.11.14	L Gray Expenses	100320	£68.05	
23.11.14	L Gray Salary - Standing Order	STO	£159.89	
	Sub Total of Payments	Sub total		£428.06
	Balance of Accounts		Balance	£1,472.07

- a. **Internal Auditor** – The Clerk presented information to Councillors regarding the details of the Jacquie Clarke Accountant who most of Chris Dix clients had been transferred to. She had confirmed that charges would remain similar to those previously charged.

Councillors agreed to appoint Jacquie Clarke as the Internal Auditor for the accounts of April 2014 to March 2015. Proposed Sarah Cook, seconded Terry Kitt, agreed unanimously

- a. **Precept** – The Precept form would not be distributed until 15 December 2014 when the Council Tax Relief Grant and Tax base figures would be published. Councillors agreed the Parish Council should build a modest contingency fund and therefore an increase in the Precept was required. After a discussion and the Clerk presenting equivalent figures Councillors agreed subject to the Tax Relief grant and Tax base figures for the Precept to be increase by 3.2% on last year's figures. Proposed Edgar Hoddy, seconded Mark Rolph and agreed unanimously. The Clerk would contact Councillors via email for their final agreement of the increase once all the figures where known.
 - b. **Half Yearly Accounts and Budget** - The Clerk presented the half year figures the budget and the half year controls and checks to Councillors. The half year accounts were agreed by Councillors, proposed by Peter Wright, seconded by Sarah Cook agreed unanimously and signed by the Chair. The budget was discussed and agreed by Councillors and the half year checks were agreed and signed by the Chair.
- 7. Planning Applications** – No applications received.
- 8. Report from the Village Hall representative** - Terry Kitt reported he had attended the recent meeting of the Village Hall committee, the bookings were up. There had been a problem with stones being put in locks. The WI had requested a hearing loop to be installed for the whole hall and quotes were received for £1,900.00 excl VAT, they would be looking into a possible grant from disabilities funding. The 100 draw winner had been selected for November.
Management of the Village Hall – Due to the resignation of the Chair, Secretary and Treasurer the management of the hall was of concern. The positions had been advertised in the Thurton Thunderer. The Open Evening event had not been very well supported. Terry Kitt had volunteered to distribute a leaflet to Ashby Residents and Councillors confirmed they would help with the distribution through the village. Contingency plans were needed to support the management of the Village Hall and as a Community Asset covered by the Charities Commission it may fall to the two Parish Councils to offer support if the positions are not filled.
The next meeting of the village Hall was scheduled for 15 January 2015 which Terry Kitt could not attend. Councillors were requested to consider solutions for the Village Hall and for someone to attend the next meeting in Terry's absence.
- 9. Web Site** - Mark Rolph reported that no updates had been made and 10 orders for oil had been taken with a new member joining.
Broadband Speed survey - He had undertaken the Broadband Survey with varying results. 48 surveys had been sent and 20 replies received resulting the highest speed of 7.02 and lowest 0.71 recorded but these speeds did vary according to the time of day. The average result was 5.04 against Claxton's average results of 2.4. He will include the results on the web site.
- 10. Neighbourhood Security** - Both Mark Rolph and The Clerk had updated their information on the new Police connection site to receive Police information via email.
- 11. Public Consultation including reports from County and District Councillors**
Report from Adrian Gunson, County Councillor report read by the Clerk
X2 Bus Service complaints –A number of complaints had been discussed with First who resolved a lot of the problems were beyond their control including traffic, road works and accidents.
Chapel Hill/Chapel Lane – sand and gravel cleared
Wherrymans Way – Ongoing discussions regarding responsibilities for improving the path from near Chedgrave Common. Environment Agency meeting to decide appropriate action/funding
Trowse Bypass – Delay in advertising the proposed speed limit of 50mph.
- 12. Other Matters for future agendas**

Notice Board lock – The lock had been stolen from the Notice board and Terry Kitt would research a new lock and report back to the next meeting.

Annual Parish Meeting Planning – Precept

13. Date of the next meeting 22 January 2015

The meeting closed at 8.45 pm

Meeting Dates for 2015

22 January 2015 - 19 March 2015 - **23 April 2015 Annual Parish Meeting**

14 May 2015 - 2 July 2015 - 17 September 2015 - 19 November 2015

ASHBY ST MARY PARISH COUNCIL

Minutes of the Meeting held on Thursday 18 September 2014 at 7.45 pm at

Ashby St Mary and Thurton Village Hall

Present: Robert Todd (Chairman), Mark Rolph and Edgar Hoddy.

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

DRAFT MINUTES

This meeting was quorate

14. Apologies of absence received and accepted from Peter Wright, Terry Kitt and Sarah Cook.

15. Declaration of Pecuniary Interest There were no declarations of interest made.

16. Minutes of the meeting held on 4 June 2013 The minutes, previously circulated, were approved and signed by the Chairman.

17. Matters Arising

HGV Signs on the Street were yet to be erected.

Dark Loke Tree obstructing the loke but has now been cleared. The loke remains very overgrown and nearly impassable in places. Clerk to report to NCC Highways.

Footpath – Mill Road, Mill Common Junction footpath to The Street very overgrown in places. Clerk to report land owner names to NCC Rights of Way officer. Volunteers and working party to help clear the footpaths would be appreciated. All other matters arising were covered by the Agenda.

18. Correspondence

Guidance on Filming and recording meetings – From Nalc

Highways re-designation of Sandy Lane as a restricted byway and can be now only used by the public for walking, riding or leading a horse or use by horse and carriage. All other rights for public vehicular other than Private have been restricted.

Footpath from St Marys Church – Rod Webster from the Wensum Group of Ramblers were appreciative how quickly the footpath was cleared once it had been highlighted and they thanked the Parish Council for their prompt action.

19. Finance

Clerks Pay – The Clerks pay had been increased in line with the recommendation from Norfolk ALC. Councillors agreed the increase.

Insurance -The premium had been paid and Came and Co had now sent the full policy.

Date	Detail	Cheque No	Amount	Totals
01.09.14	Balances of Accounts			
	Savings		£500.00	
	Current		£261.20	
	Web Site Account		£50.00	
	Sub Total of Balances	Sub total		£811.20
Receipts				

	Sub Total of Receipts	Sub total		£0.00
Payments				
18.09.14	L Gray Expenses	100319	£73.75	
23.09.14	L Gray Salary - Standing Order	STO	£126.37	
	Sub Total of Payments	Sub total		£200.12
	Balance of Accounts		Balance	£611.08

Payment Table – Councillors agreed the payment table.

20. Planning Applications

Planning Application Ref & Date	Address and Proposal	Parish Council Decision	SNDC Planning Decision
2014/0881 13/05/14	The Old Coach House Conversion of garage into annexe and insertion of 4 windows and sliding/folding doors	Approve	Approved
2014/1081 10/06/14	The Paddocks, Mill Common, Ashby St Mary Extensions and associated alterations	Approve	Approved

21. Report from the Village Hall Committee Representative.

Terry Kitt had sent a report to the clerk. Several new bookings for the Autumn Period had been received. Maintenance on the hall and playing field were ongoing. Following the open meeting the committee would now concentrate on promoting the Village Hall and any ideas would be welcomed. The playing field project had been abandoned for the present and funds would be raised for improvements to the hall and car park. Unfortunately no new members were forthcoming for the vacant positions from the open meeting from either village.

22. Web site

Mark Rolph reported updates made to the website included the Parish Council meeting dates for 2015 along with police updates and village news. Mark would consider undertaking a Broadband survey of the village and would report back to the next meeting.

Oil Syndicate – The order had been postponed until October 2014 as many people had filled their tanks early in the summer. The syndicate now had 26 members.

23. Neighbourhood Security

Police Alerts were sent to those on the email address list and were included on the website. Usual items such as catalytic converters, tools and heating oil continued to be high risk.

24. Public Consultation and Reports from County and District Councillors

Report from Derek Blake, District Councillor

Broadband Speed – Claxton had undertaken a survey of broadband speeds in the village which was very useful and would be useful for other villages.

Yelverton Solar Farm – planning application had been approved by the Planning committee, the approval notice would be delayed as recommendations to call in the proposal had been made.

Recycling – The complex had been completed at Costessey and now tetra paks more plastics and glass would be accepted in the green bin on the first collection in the village after 1st October.

Long Stratton bypass – There were complex land issues and if negotiations fail it would go to a compulsory purchase order.

Grants – Small grants were available from District Councillors.

Planning consultation – Increased ranged of planning development rights.

Report from Adrian Gunson, County Councillor

Chapel Road and Chapel Lane Junction – The build up of silt had been reported to Highways and a team would be sent to clear the junction shortly.

Church Lane – Highways maintenance team would be repairing potholes and road edges.

Northern Distributor Road – The public enquiry was underway.

Postwick hub – Work commenced upgrading the junction in light of proposed housing development close by.

Broadband – Installations had been completed but Ashby may not benefit from this.

Hobart High School exam results – Results were good and matched last years. 74% 5 A*-C

Chet banks – Work to strengthen the banks was complete and once banks had stabilised the dredging work would begin.

Solar Farm Yelverton - Concerns had been raised regarding the lorries turning on the A146 making deliveries to the site.

25. Other Matters for future agendas and items for information – None

26. Date of next meeting 20 November 2014
9.10pm

The meeting closed at

Meeting Dates for 2014/15

20 November 2014

22 January 2015 - 19 March 2015 - **23 April 2015 Annual Parish Meeting**

14 May 2015 - 2 July 2015 - 17 September 2015 - 19 November 2015

ASHBY ST MARY PARISH COUNCIL

**Minutes of the Meeting held on Wednesday 4th June 2014 at 7.45 pm at
Ashby St Mary and Thurton Village Hall**

Present: Peter Wright, Sarah Cook and Mark Rolph

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

MINUTES

This meeting was quorate

- 27. Appointment of Chairman** - Acceptance of Offer. The Clerk asked for nominations for Chairman. Mark Rolph, proposed Robert Todd seconded by Sarah Cook and was agreed unanimously. Robert Todd was not present at the meeting to accept the post as Chairman. There were no further nominations and the confirmation of post and acceptance of Office form would be included on the next agenda.
- 28. Appointment of Vice Chairman** - Acceptance of Offer. Mark Rolph proposed Peter Wright, seconded Sarah Cook and agreed unanimously. As there were no further nominations Peter Wright accepted the post of Vice Chairman, the acceptance of Office form was completed and witnessed by the Clerk.
- 29. Register of Business Interest** – All Councillors present checked their register of business interests held on the South Norfolk website.
- 30. Standing Orders- General Review** – There were no updates to be made
- 31. Apologies of absence** were received and accepted from Robert Todd, Terry Kitt and Edgar Hoddy. Derek Blake did not attend the meeting.
- 32. Declaration of Interest**
There were no declarations of interest relating to items on the Agenda.

33. Minutes of the meeting held on 20 March 2014

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

34. Matters Arising

Highways – Bob Edwards, Highways engineer had confirmed that signs restricting HGV's would be installed on The Street, Ashby St Mary.

Chapel Road/Chapel Lane build up of silt – The Clerk had reported this to Highways and a road sweeper would be sent in the next couple of weeks to remove the silt.

There were no further matters arising, which were not covered by the Agenda.

35. Correspondence

BYRUS – Request for a donation – Clerk to respond

Village Hall Committee News – Had been included on all notice boards.

36. Finance

a. Financial Standing Orders – The Financial Standing Orders had been circulated at the meeting. It was agreed after review no amendments were required. The Clerk highlighted the new guideline regarding two signatures on cheques. Both the Clerk and Councillors agreed to continue with the present arrangement of two Councillors to sign each cheque.

b. Responsibilities of Parish Council - The Responsibilities of Parish Council had been circulated at the meeting. It was agreed after review the date of repainting the village sign would be added to the document but no further amendments were required.

c. Asset Register – the Asset Register was circulated at the meeting. The Clerk explained that at the request of the Auditors Mazars the depreciation of the assets had been removed and replaced with the purchase price of all current assets.

d. Insurance Quote – The Clerk had reviewed the Insurance Policy and had obtained a quote for £159.00 from Came and Company Insurance Brokers. The Norfolk ALC small parish insurance quote this year was £204.00. Councillors agreed the quote from Came and Company.

e. Audit - The Clerk presented the Annual Accounts to Councillors. The bank reconciliation was signed by Peter Wright. The Councillors agreed the Annual Governance Statement and Accounting Statement for the year ended 31 March 2014. Proposed Mark Rolph, seconded Sarah Cook and agreed unanimously.

Balance of Account and Payment table

Date	Detail	Cheque No	Amount	Totals
01.05.14	Balances of Accounts			
	Savings		£0.00	
	Current		£407.40	
	Web Site Account		£5.07	
	Sub Total of Balances	Sub total		£412.47
	<u>Receipts</u>			
01.05.14	precept		£1,388.60	
	Sub Total of Receipts	Sub total		£1,388.60
	<u>Payments</u>			
23.04.14	L Gray Salary - Standing Order	STO	£126.37	
23.05.14	L Gray Salary - Standing Order	STO	£126.37	
04.06.14	C Dix Internal Auditor	100313	£40.00	
04.06.14	Roberts and Son	100314	£28.80	
04.06.14	Village Hall annual Charge	100315	£105.00	
04.06.14	L Gray Expenses	100316	£71.82	

04.06.14	Norfolk ALC	100317	£96.90	
04.06.14	Came and Co	100318	£159.00	
	Sub Total of Payments	Sub total		£754.26
	Balance of Accounts		Balance	£1,046.81

37. Planning Applications.

Planning Application Ref & Date	Address and Proposal	Parish Council Decision	SNDC Planning Decision
2014/0089	Grey Gables, Claxton Church Road, Ashby St Mary - Conversion of farm out-buildings to one storey house with office space.	Approve	Withdrawn
2014/0482 24/03/14	Pear Tree Cottage, Sandy Lane Single Storey extension to an existing dwelling to provided and annexe	Approve	Approved
2014/0881 13/05/14	The Old Coach House - Conversion of garage into annexe and insertion of 4 windows and sliding/folding doors	Approve	Pending Consideration

38. Report from Representative of Village Hall Committee

The Village Hall Meeting was being held concurrently with the Parish Council meeting.

39. Web Site

Mark Rolph reported 45 households on the database had access to the Ashby update. Updates included local events, cricket fixtures and the Oil Syndicate details.

40. Homewatch

Mark Rolph reported 45 households received the police alerts. 3 alerts had recently been sent out including, Thurton bus shelter damage, chicken and fuel oil thefts at Bergh Apton.

41. Public consultation including reports from County and District Councillors

Report from Adrian Gunson, County Councillor

A146 – Due to the recent fatal accident the safety record of the A146 had been checked for the last 10 years. The accident figures were not excessive and in line with national statistics.

Resurfacing – Three areas of the A146 would be surfaced dressed. From Sallow Lane just past Highways Nursery to The Slade. Thurton crossroads at the top of the hill (South) to the Chedgrave junction and then from Hales to the Stockton Roundabout. Also from Thurton Birchways through to Threadneedle Street in Bergh Apton including Hall Road and Crooks Road.

Trowse Bypass – To reduce accidents a 50pm speed limit would be introduced shortly.

Broadband – Several small villages including Ashby St Mary would not receive the super speed Broadband. The village would receive a non fibre optic system which only guaranteed 2 mega bites of speed. If any resident received lower speed than 2 MB then they should print of their speed data and send it to Mr Gunson.

Grass Verge cutting schedule had begun in the area.

Solar Farm Yelverton – There were concerns construction traffic would use the A146 causing a hazard close to Yelverton Garage. Also the designated field had in recent years flooded on to the A146 and concerns had been raised regarding drainage.

Pot Holes – The Clerk had reported the row of deep pot holes on Low Common and the silt build up on Chapel Road/Chapel Lane junction.

42. Other matters for future agendas and items for information

Sarah Cook reported a tree down on Dark Loke which had made the Bridleway totally impassable and dog walkers were walking on the adjacent fields to bypass the obstruction. She had reported the issue to the Tree Warden and the land owner had been contacted but as yet no action had been taken.

43. Date of next meeting 2 July 2014

The meeting closed at 8.50pm

23 January 2014 - 20 March 2014 - **24 April 2014 Annual Parish Meeting**
4 June 2014 - 2 July 2014 - 18 September 2014 - 20 November 2014

ASHBY ST MARY PARISH COUNCIL

Minutes of the Meeting held on Thursday 20 March 2014 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 Members of Public.

This meeting was quorate

1. **Apologies of absence** were received and accepted from Sarah Cook and Adrian Gunson. Derek Blake was not present at the meeting.
2. **Declaration of Interest**
Robert Todd – Non pecuniary interest - Item 8 Grey Gables planning Application.
3. **Minutes of the meeting held on 23 January 2013**
The minutes, previously circulated, were approved and signed by the Chairman.
4. **Matters Arising**
The Precept had been set at a 3.2% increase which was £1.05 per household but due to a misunderstanding regarding the calculations regarding the Precept the 3.2% increase would still be applied but only increase the amount per household to £0.67p. Councillors had been contacted regarding the confusion and agreed to keep the Precept at 3.2% for 2014/15.
5. **Correspondence** None that was not already covered by Agenda Items
6. **Councillor Vacancy**
The Councillor vacancy remained unfilled and would be highlighted at the Annual Parish Meeting to be held on 24 April 2014.
7. **Finance – tabled separately**

Balance of Account and Payment table

Date	Detail	Cheque No	Amount	Totals
28.02.14	Balances of Accounts			
	Savings		£233.63	
	Current		£500.00	
	Web Site Account		£5.07	
	Sub Total of Balances	Sub total		£738.70
	<u>Receipts</u>			
	Sub Total of Receipts	Sub total		£0.00
	<u>Payments</u>			
23.02.14	L Gray Salary - Standing Order	STO	£126.37	
20.03.14	SNC - Dog Bin Service	100312	£73.56	
23.03.14	L Gray Salary - Standing Order	STO	£126.37	
	Sub Total of Payments	Sub total		£326.30
	Balance of Accounts		Balance	£412.40

8. **Planning Applications**
The Grey Gables, Claxton Road, Ashby St Mary, planning application was considered and discussed by Councillors. Robert Todd as a neighbour to the property declared an interest. Councillors supported the planning application as it met the criteria published in the Parish Plan.

Planning Application Ref & Date	Address and Proposal	Parish Council Decision	SNDC Planning Decision
2014/0089	Grey Gables, Claxton Church Road, Ashby St Mary Conversion of farm out-buildings to one storey house with office space.	Under consideration	

9. Annual Parish Meeting Planning –

a. Agenda – date of the last meeting was amended to 23 May 2014. The Agenda was agreed.

b. Flyer – After two further amendments to include the refurbishment of the Parish Notice board by a resident and Parish information service request, the Flyer was agreed. After agreeing the amount each Councillor would require, the Clerk would take the Flyer to be printed at Roberts and Sons in Loddon and distribute to Councillors before the Easter holiday.

10. Report from Representative on Village Hall Committee

Terry Kit had been away for the last meeting and he would attend the next scheduled meeting. He would send a précis of the meeting to Councillors.
The 100 club subscriptions were due for renewal.

11. Web Site

Mark Rolph reported he had made 3 updates to include a Cricket Video and details of some local events, the 100 Club winner and Suzie Fowler Watts Parachute jump for Charity.

Oil Syndicate update - Mark kept an overview of prices and offered those in the syndicate the chance to buy cheaper Household Oil at a group rate that was usually lower than prices quoted for individuals. The next order would be agreed in May or June depending on demand. If you require further information regarding this service please contact the Clerk.

12. Neighbourhood Security

Mark Rolph reported he had forwarded 3 messages since the last meeting. There had been no Police alerts for Ashby or adjoining Parishes. The main areas for theft continued to be Household and business fuel, Catalytic Converters, Boat Motors and Oil.

13. Public Consultation including reports from County and District Councillors

Derek Blake was not present at the meeting

Adrian Gunson was unable to attend the meeting but had sent a report read by the Clerk

Potholes and repairs completed in the village.

Nursery Thurton - Request for repainting double yellow lines had been requested.

X2 Bus Service - after some changes, was running better

Loddon Doctors – Double yellow lines had been installed opposite the entrance

Housing – Loddon – 200 houses had been given planning permission by South Norfolk

River Chet - Dredging remained on going but the work between the Staithe and Pyes Mill had been completed.

Reports to be made

Chapel Road/Lane Road sign needed replacing. Clerk to Report to Highways.

The Street - David Catchpole had reported to the Parish Council the problems of HGV's using The Street and many were being directed through this way by Sat Navs. Highways had sent a Highways engineer to survey the problem but confirmed "not suitable for Heavy Vehicles" could not be installed. Terry Kitt would put together a report and response to be submitted to Highways.

14. Other Matters for future agendas and items for information

Date of next meeting

Annual Parish Meeting 24 April 2014

Parish Council Meeting 15 May 2014

The meeting closed at 8.45 pm

Meeting Dates for 2014

23 January 2014 - 20 March 2014 - 24 April 2014 Annual Parish Meeting

15 May 2014 - 3 July 2014 - 18 September 2014 - 20 November 2014

ASHBY ST MARY PARISH COUNCIL

**Minutes of the Meeting held on Thursday 23 January 2014 at 7.45 pm at
Ashby St Mary and Thurton Village Hall**

Present: Robert Todd (Chairman), Peter Wright, Sarah Cook, Mark Rolph and Terry Kitt.
Also Present: Linda Gray (Clerk), Adrian Gunson, County Councillor and 0 Members of Public.
This meeting was quorate

1. **Apologies of absence** were received and accepted from Edgar Hoddy
2. **Declaration of Interest** - No declarations of interest relating to items on the Agenda.
3. **Minutes of the meeting held on 21 November 2014**
The minutes, previously circulated, were approved and signed by the Chairman.
4. **Matters Arising**
Land to the North of Mill Close, Thurton – The matter had now been concluded.
Thank you letters were sent by the Clerk to Ian Capps relating to the help given to the renovation of the village sign project and Mr Taylor for the high standard of work completed on the glazed Village notice board.
Meeting Date – Councillors agreed to change the 3 July meeting to Wednesday 2 July 2014.
Highway Rangers – The Clerk had sent the requests from the last meeting to wash signage.
5. **Correspondence**
Broads Authority – Request to use email for Planning Applications
6. **Village Sign Maintenance Update**
 Terry Kit reported the Village Sign renovations were now complete and the sign had been successfully reinstalled. The total donations received totalled £288.00 of which £190.00 had been used to pay for the repainting of the sign. The sign maintenance fund now stood at £98.00. More work on the bricks around the base had been identified and the Parish Council would research the work required.
 Thanks were extended to Terry Kit for the organisation of collecting donations and getting the project completed. Thanks were also extended to all the Parish Councillors who undertook to collect the donations. A big thank you was extended to all the residents who donated funds in order for this project to take place and reinstate the Village Sign to its former glory.
7. **Councillor Vacancy**
 There remained a vacancy on the Parish Council and Councillors would continue to seek volunteers for this role.
8. **Finance** – tabled separately
 - a. **Budget Forecast** – Updated. The Clerk presented the updated budget to aid Councillors decisions regarding the precept request.
 - b. **Precept 2014/15** - After a discussion Councillors agreed to increase the precept by 3.2% claiming £ 2,730.00 in total, this increased each households payment from £22.14 last year to £22.19 for 2014/15.
 - c. **Appoint Internal Auditor** – Councillors unanimously agreed to appoint Chris Dix

Date	Detail	Cheque No	Amount	Totals
31.12.13	Balances of Accounts			
	Savings		£542.14	
	Current		£500.00	
	Web Site Account		£50.00	
	Sub Total of Balances	Sub total		£1,092.14
	<u>Receipts</u>			

	Sub Total of Receipts	Sub total		£0.00
	<u>Payments</u>			
23.12.13	L Gray Salary - Standing Order	STO	£126.37	
23.01.14	L Gray Expenses	100311	£55.75	
23.01.14	L Gray Salary - Standing Order	STO	£126.37	
	Sub Total of Payments	Sub total		£308.49
	Balance of Accounts		Balance	£783.65

9. Planning Applications

South Norfolk Council had now adopted their Local Plan Site Specific policy and no land had been selected for development in either Ashby St Mary or Thurton.

10. Annual Parish Meeting Planning

Councillors agreed for the format of the Annual Parish Meeting to be the same as last year. It was agreed the Flyer and meeting should celebrate Ashby St Mary's Community spirit successes of last year including, the Village Sign restoration, Oil Syndicate, Neighbourhood security, Cricket Club, Web Site and de-selection from South Norfolk's Local plan for housing development.

11. Report from Representative on Village Hall Committee

Terry Kitt reported the meeting of the village hall committee was being held concurrently with the Parish Council meeting and there will be a full report at the next meeting.

12. Web Site

Mark Rolph reported the website had been updated twice since the last meeting and now included photos of the village sign, details of the Oil Syndicate being part of the big Switch and Save initiative, Loddon police crime statistics and the Local Plan updates.

13. Neighbourhood Security

Mark Rolph reported four police reports had been cascaded since the last meeting.

14. Public Consultation including reports from County and District Councillors

Report from Adrian Gunson, County Councillor

Gritting Routes – The request for Hall Road and Chapel Hill to be gritted in prolonged spells of snow and ice had been adopted.

Speed Activated Sign – A survey of speed had been undertaken but the results were yet to be published.

Bus Service –X2 service had improved slightly in recent weeks. The bus company would be redesignating some newer buses from other routes to update the buses on the X2 service.

Broadband – Many local areas would be receiving superfast speeds of up to 24MB unfortunately this did not include Ashby St Mary as the current speed of 5MB was considered good. Places only receiving 2MB would be upgraded.

River Chet – The work to strengthen the banks on the South Side had been completed. Work carried on along the main river between Hardley Dyke and the Beauchamp Arms.

Northern Distributor Road –The scheme was designated as a project of national importance and the planning inspectorate would be viewing the plans and undertaking public consultation shortly. The Postwick Hub required reconfiguring with work due to start later in 2014

Resurfacing work – Trowse Bypass and the Thickthorn roundabout.

15. Other Matters for future agendas and items for information

Annual Parish Meeting
Dog Bin for Sandy Lane

16. Date of next meeting 20 March 2014

The meeting closed at 8.45pm

Meeting Dates for 2014

23 January 2014 - 20 March 2014 - **24 April 2014 Annual Parish Meeting**

15 May 2014 - 2 July 2014 - 18 September 2014 - 20 November 2014