

# Hemblington Parish Council

Minutes of the Hemblington Parish Council Meeting held in Heathlands Community Centre on Monday 25<sup>th</sup> November 2013 at 7:30pm.

## **PRESENT**

Present – Andrew Burtenshaw (Chair) Anthony Howe, George Pickersgill, Valerie Broad, Andy Broad, Sarah Osbaldeston (Clerk)

1. Welcome and Introduction to the meeting by Andrew Burtenshaw.
2. **TO CONSIDER APOLOGIES FOR ABSENCE**
  - 2.1. Mr Avery did not attend; no apologies were received or accepted.
3. **TO RECEIVE DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**
  - 3.1. Andrew Burtenshaw declared an interest in item 7; he is a Hemblington School Governor.
4. **OPEN FORUM - FOR PARISHIONERS TO RAISE QUESTIONS ON AND/OR MAKE STATEMENTS ABOUT MATTERS ON THE AGENDA**
  - 4.1. One parishioner present observing.
5. **TO APPROVE THE MINUTES OF THE MEETING HELD ON 30TH SEPTEMBER 2013**
  - 5.1. It was noted and amended to show Mr Avery did not give his apologies and his absence was not accepted. Following this amendment the council resolved to approve the minutes and they were duly signed by the Chair as a true record.
6. **TO REPORT ON MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**
  - 6.1. Andrew Burtenshaw will contact Highways regarding the 'stray' fingerpost footpath sign.
  - 6.2. The council requested that Blofield Parish Council support Hemblington in its request to have a new bus stop placed on Ranworth Road. Clerk to action.
7. **TO CONSIDER COUNCIL FEEDBACK ON PLANNING APPLICATIONS RECEIVED FROM BROADLAND DISTRICT COUNCIL**
  - 7.1. It was noted that planning application 20131330, Hemblington Hall, was circulated by email between meetings and no objections were passed to Broadland District Council (BDC) planning department in October.
  - 7.2. Norfolk County Council (NCC) has advised of plans to add two mobile classrooms and six additional parking spaces to Hemblington School. The council has no objections to these proposals; clerk to feedback to NCC.
8. **TO CONSIDER SETTING UP A HEMBLINGTON PARISH COUNCIL WEBSITE**
  - 8.1. The council would like to accept the kind offer from Peter Harvey to set up a Hemblington Parish Council Website. The council agreed to the approximately £20 per annum hosting & domain name costs. Clerk to contact Peter Harvey.
9. **TO CONSIDER FILLING COUNCILLORS VACANCIES**
  - 9.1. Council vacancies have been advertised in the noticeboard, Focal Point, Blofield News and Hemblington School. Andrew Burtenshaw will search for more volunteers. Valerie and Andy Broad have confirmed they will shortly be moving house and the meeting on the 27<sup>th</sup> January will be their last meeting.
10. **TO CONSIDER IMAGES FOR PRINTED PAPER**
  - 10.1. Councillors will give this some thought before the next meeting.
11. **TO APPROVE LOCATION AND STYLE OF NEW BENCH**
  - 11.1. Norfolk County Council highways department have approved the proposed bench location at the corner of Cuttons Corner and Hemblington Hall Road.
  - 11.2. The council resolved to place the Corbridge (wooden style) Bench (donated by the Plymouth Brethren) at this site. The council requested the clerk contact the land owner (if known) to inform

- them of the approved plans. Clerk to then arrange for the concrete base to be laid and the bench installed.
- 11.3. The council approved the approximate cost of £250 for the concrete base, to be taken from the New Home Bonus Scheme funding received earlier in the year.
- 12. TO APPROVE INVOICES FOR PAYMENT**
- 12.1. The council unanimously resolved to approve all invoices presented for payment in Appendix 1.
- 12.2. The council approved the completion of the Barclays change of details form to arrange for bank statements to be delivered to the new clerk. Clerk to action.
- 13. TO CONSIDER ANY IMPROVEMENTS THE COUNCIL WISH TO REQUEST FUNDING SUPPORT FOR, FROM THE 2014/15 PARISH PARTNERSHIP SCHEME; DEADLINE 30<sup>TH</sup> JANUARY 2014**
- 13.1. The council decided there was nothing suitable to request funding for at this time.
- 14. TO FORMALLY APPROVE JOINING THE LOCAL GOVERNMENT PENSION SCHEME (LGPS) AND APPROVE THE EMPLOYER POLICY STATEMENT**
- 14.1. The Council resolves under Regulation 4(3) of the Local Government Pension Scheme (Administration) Regulations 2008 that the parish clerk role should be designated as being eligible for membership of the LGPS with effect from 1 October 2013.
- 14.2. The Council also resolves to approve the Employer Policy Statement. This was duly signed by the chair. Clerk to pass to the LGPS.
- 15. TO CONSIDER ANY COUNCIL COMMENTS ON THE NCC CONSULTATION ON 2014/15 BUDGET AND SAVINGS PROPOSED FOR 2014/17 (CONSULTATION ENTITLED 'PUTTING PEOPLE FIRST')**
- 15.1. The council agreed the following comments to be submitted by the clerk:
- *Libraries (38-42)* - cutting back mobile library visits will disadvantage those without transport or less mobile within the community
  - *Highways (54)* - reductions in the highways maintenance funds raises concerns for the council with already poor roads that require urgent repairs
  - *Recycling Centres (62-63)* – Tip charges will increase the risk of fly tipping in the community and in our village
- 16. PARISH CLERK'S CORRESPONDENCE**
- 16.1. A Police Report has been received for October and November. No crimes have been reported.
- 16.2. Ranworth Road will be closed from Bullacebush Lane to Mill Road for 2 days, 25<sup>th</sup> – 27<sup>th</sup> November.
- 16.3. Broadland District Council and South Norfolk Councils are consulting on the draft of a supplementary planning document that will give guidance for future proposals for a possible 'food and agriculture' hub in the area around Norwich. Comments should be submitted by 5pm on Monday 9<sup>th</sup> December 2013. Clerk to circulate.
- 16.4. The council were advised about the Speed Awareness Sign, being shared by Blofield Parish Council with other neighbouring councils for approximate cost of £50 per month.
- 16.5. Broadland District Council held Parish Forums for Parish Councils (clerk to circulate summary). The key change is due to alteration in funding if the council maintain their precept level there will be a small increase to parishioners of approximately 61p per annum per household, based on 2012/13 figures. This is due to the change in benefit funding and loss of a government Grant.
- 16.6. Recycling and refuse collection will be changing, with glass being collected from properties next year. Recycling banks will become less popular and fabric banks may be more profitable for communities groups going forward.
- 17. ANY OTHER BUSINESS**
- The council requested that an outline list of historical files is available for them to consider before the files are relocated and archived at the Norwich Archives. Clerk to contact previous clerk.
- 18. TO CONFIRM THE DATE OF THE NEXT PARISH COUNCIL MEETING**  
27<sup>th</sup> January 2014 at Heathlands Community Centre

Sign.....

Dated.....