

# Brandon Parva, Coston, Runhall & Welborne Parish Council

Minutes of Meeting, held on Wednesday 21<sup>st</sup> September 2016  
In Welborne Village Hall at 7.30pm.

**Councillors present;** Mike Webb (chair), Carolyn Bailey, Clare Kay, Andrew Egerton-Smith and Peter Wood.

Also present were Bev Long (clerk) the County Cllr Margaret Dewsbury and 1 member of the public.

**Apologies received;** None

**Declarations of Interest;** *Trevor Curson is a Trustee of Welborne Village Hall, Mike Webb & Trevor Curson are members of one of the committees of Welborne Village Hall. Andrew Egerton-Smith is a member of the Parochial Church Council of All Saints Church, Welborne. Peter Wood and Mike Webb are trustees of Runhall Recreation Ground. In a small village, some overlap of membership between village organisations is inevitable. There may be occasions when decisions are taken which affect Welborne Village Hall, Runhall Recreation Ground or Welborne Church and it is not possible to carry out the business of the council without those named being involved in such decisions.*

**Nothing further declared.**

**Minutes of meeting;** the minutes from the meeting on 20 July 2016 and the planning meeting on 17<sup>th</sup> August 2016 were agreed and signed.

## **Matters Arising; (not covered elsewhere)**

1...Tree Warden & Footpath Warden – no volunteers had come forward – it was agreed that we would only re advertise the job of footpath warden in the newsletter with no further action required as far as the role of tree warden for the time being. Clerk to add item to ‘news’ on Website regarding footpath warden.

2... Flexi Bus – No response from newsletter article. No further action required.

**Residents questions;** Footpaths and the problems within the parish were discussed.

## **Matters for discussion;**

1.. Website; Clerk thanked for her work getting the new website up and running. Discussion followed regarding contents and costs. It was agreed photo's of councillors would remain but no biography's will be published and the current 'spare' tab would be used for the Parish Plan – associated documents and updates of items progressed. Information would be included in the newsletter.

2...Footpaths – problems/incidents reported by Cllrs: – Flytipping including asbestos; small 'gas/drug' canisters discarded: shooting/gun activity; erratic driving. This as well as some footpaths still needing clearing – although harvesting has corrected some of this problem. The whole problem was discussed fully – parishioners are to be asked to report all incidents directly to either the police or to highways, or both if relevant and to copy in the clerk. Mike to contact police to ask their advice along with placing an article in the newsletter. Carolyn reported that a parishioner had reported to her that the problems with a footpath in Coston had now been resolved.

3...Parish Walks – Andrew volunteered to 'make notes' when he walks the footpaths in the parish and report back to the council. A coordinator is still required though.

4... Parish Appearance – clerk read an email from Norfolk County Council – unfortunately financial restraints mean that signs and general appearance in the parish is

not high on their agenda but they will be scheduled for repair where required although signs will be reused as much as possible. Clerk to inform Paul Sellick- NCC, concerning the damage to the 'river' bridge in Runhall (Low Farm)

6...Notice boards – no objection to the Welborne notice board being moved was forthcoming following an item in the last newsletter. Clerk to contact Welborne Village Hall chair to formally request permission to site the Parish Council notice board outside the village hall. Clerk to arrange Runhall board to be moved to East Green from The Green. It was queried the Michael Edney had previously discussed the possibility of contributing to new notice boards in the parish – clerk to contact Michael and ask.

7... 2016/17 Grant applications – although specific money was not included in the budget for grant applications this year it was agreed we would advertise them and make a decision once applications in as to how much we were able to grant. It would be considerably less than in previous years.

8... Co-option – closing date is 20<sup>th</sup> November with applicants being invited to the 30<sup>th</sup> November meeting. Application forms have been placed on the website or from the clerk. Councillors agreed to speak with possible candidates and advise them of the date and form. 1 application had been received.

9...SLCC – Society for Local Council Clerks; Clerk advised council that she was now a member and there was a lot of information and support on their website. A bi monthly magazine was included in the membership and circulated to Cllrs to view at the meeting. Chair requested clerk inform Cllrs when a new edition of magazine is delivered.

### **Parish Plan - action plans;**

1...No one volunteered to lead on the Parish plan so Mike agreed to move it forward then a discussion took place about the next item to be progressed; to investigate the possibility of acquiring land for Parish use and later ascertain for what activities this could be used for. It was discussed that a car park for Welborne Village Hall would be a good use and possibly a kiddies play area for Welborne. Thoughts were given regarding surrounding land and possible owners. Mike to investigate further regarding land ownership and Andrew to ask about church land and possible partnership to provide a car park for both facilities.

2...Parish Plan background papers, statistics and associated information. It was agreed when the parish plan report was published that background papers, statistics and any other information would be collated together and published on the website. As the website was now in a position to receive them it was agreed the clerk would contact Brian and ask how we could move this forward.

### **Reports from District & County Councillors & Parish Councillors;**

County Cllr Margaret Dewsbury updated the council with Norfolk County Council's news – Norfolk County Council budgets are a big item on their agenda with big deficits they are trying to make everything balance. South Norfolk and NCC consultation on devolution; vote is on 28<sup>th</sup> October as to whether it is taken forward or not. South Norfolk appears to be in favour. It would bring more money in.

Electoral Reform; Boundary changes so try and make all district wards equal size – approx.2,500 residents. Nearest change for us would be Barford & Wrampingham which would join our ward – all other changes much further afield.

Margaret also made suggestions to help us – Parish Partnership Money; Neighbourhood funding; Rangers to include footpath clearance. Margaret also informed us that Barford Parish Council are organising some training that we may be able to join and that NCC were looking into the management of Norfolk ALC and would keep us updated.

### **Reports from others;**

Peter Wood updated us on the proposed Anglian Water Sewerage Scheme in Welborne. The route has now changed due to being too close to an electricity pole. It will now be going into All Saints Close then into the compound. Final details and dates should be published soon.

Clare informed the clerk that a new resident had moved into Runhall - could a Welcome pack please be sent out. Clerk to arrange.

## **Highways;**

1...Issues reported; Pot-Holes - by salt bin in Brandon Parva, has been previously repaired but not finished and now hole is expanding. Clerk to report to Norfolk County Council.

2...Rangers - clerk to email list from rangers of jobs they can and cannot do - to be included in the newsletter as well. Clerk to collate job requests and inform NCC rangers.

## **Finance;**

1... Cheque payment of £160 to Steve Jackman for website consultancy and £115.08 to Bev Long for website expenses of domain name, ad free and email address were agreed and signed.

4...Annual Audit had been completed and returned only recommendation was internal audit is completed before council signs off section 1. Clerk thanked for her work completing this.

## **Correspondence;**

Clerk to continue forwarding electronic information received. Items since last meeting; Weekly listings of new and decision planning applications from South Norfolk Council, Police Connect messages, Mattishall Parish Neighbourhood plan.

No further items to report to the council

## **Planning;**

Nothing received for consideration.

**Next Meeting - agreed as 30<sup>th</sup> November 2016** - Peter sent his apologies for this meeting.

Mike would produce a draft newsletter and circulate for all to agree.

**There being no further business the meeting closed at 8.55pm**