

EASTON PARISH COUNCIL

Minutes of a meeting of the Parish Council held at Easton Village Hall, Marlingford Road,
Easton on Monday 5th December 2016 at 7.30pm

In Attendance: Mr Peter Milliken (Chairman) PM
Mrs Jan Hudson (Vice-Chairman) JH Mr Alan Arber (clerk)
Mr Mark Caton MC
Mr Mark Cordy MCO

2 members of the public attended

1. Chairs welcome and Health and safety Information

Chair Peter Milliken opened the meeting and ran through the relevant Health and safety information for the meeting.

2. Apologies

Apologies were received from Clare Chisholm, Jonathon Bailey, Mike Jobling and County and District Councillor Margaret Dewsbury and these were duly accepted

3. Declarations of Interest and any requests for Dispensation

Mark Cordy for Budgetary pecuniary interest and dispensation was granted

4. Public Participation

Standing orders were suspended

There was no public participation

Standing orders reinstated

5. Receive and approve minutes of meetings 7th November 2016

Two small typing errors on page 3 of 5 were noted and corrected.

The minutes were then duly approved by all councillors and everyone was in agreement with their contents and they were duly signed as a true record of the meetings

Proposed JB, Seconded MC

6. Reports

- **Police and Community support officer**

The clerk had been made aware of a website where we he could download the attest crime figures but this was a month out of date only showing September figures. The chair remarked that he was disappointed in this and would contact the local authorities over this issue

- **District and County Councillor Margaret Dewsbury**

No report submitted

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7. Matters arising from the minutes not on the Agenda elsewhere, for information only.

Nothing raised

8. Updates on ongoing issues:

- **Neighbourhood Plan**

Parish Chair Peter Milliken gave a report on the NHP due to Jonathan Bailey being unable to attend the meeting. PM reported that the consultation was now closed but as yet I consultee had yet to submit their information yet and had asked for a dispensation for more time and it was hoped that at the next NHP meeting on the 19/12 the document would be reviewed and any statements that need adjusting will be done then. PM also reported that Historic England do a scoping review that normally takes 3 weeks and it was agreed to advertise the plan for a further 6 weeks to ensure the work is fully completed. SNDC come up with a potential 3 plan examiners but we make the final choice of examiner. PM also reported that we need to make provision in the plan regarding the flooding issue but that we needed to remain neutral on this matter. Finally PM reported that we are on schedule and had received many positive comments on our plan and that he committee would like finalise all issues and submit the plan in May 2017.

- **Food Hub**

PM reported that a public consultation would take place between 9/1/17 – 20/2/17 and that the key point was that we involved all parishioners in Easton and surrounding villages. PM was hoping to hold a public meeting on the 23rd January as all parties are available to meet on that date. PM then proposed we do a leaflet drop to the whole village regarding the public meeting and that he could get them printed for no fee and that a figure of not less than £70 + tax/insurance would be paid to get the leaflets delivered. **Proposed Mark Caton, Seconded Mark Cordy**

Finally Councillor Mark Caton read out an email from George Freeman from Dereham regarding the their new proposed development and it showed an MP that cared about his local area and people unlike our MP who seems to be doing nothing to assist the LDO and rat running.

9. Progress Reports and any further action required

- **Parish Allotments**

The clerk reported he had received a very nasty email regarding the Tap in the allotments was leaking and chair PM had been to the site to turn the water off at source after locating the stop cock. It was agreed that in the spring the clerk would contact a local plumber to get the tap repaired. The clerk also reported that he had posted on our face book page the details of the offer for new people taking up an allotment.

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- **College Heights**

Councillor MJ had visited the site and was happy with the standard of work of the contractor had done to the areas although he was confronted by an angry resident in Stearn Close regarding the work and that it now was a danger to children with the cars coming into the close. It was agreed that councillor MJ would contact the contractor and check the standard of work. It was also agreed that MJ would let the contractor get the bark needed at no more of a cost then £50. It was finally agreed that we needed a formalised payment schedule and that all further quotes would be in a sealed envelope to be opened at a Parish Meeting.

- **Planning Application 2014/2611**

The new S106 agreement had been received and the main points were that SNDC would be known as 'the council' the nominated body for all issues with Easton parish Council not being a signatory in the process. Also it was reported that on page 31 that the responsibility to build the new village hall was not with us but SNDC. In future it would be essential for the PC to build into its budget a funds for solicitors fees as the payment would not be triggered till 300 houses are built. It was also reported the from 2017 SNDC would not take responsibility for open spaces. A discussion ensued regarding the building of an accommodation block for Easton College instead of affordable homes and it was agreed that the PC were unhappy about this and that we would make strong representation regarding this issue with councillor JH to act on our behalf.

- **Letter to 4 Stearn Close**

The clerk the letter had been finished, content agreed and will e sent to the home owner

10. **Update on grounds maintenance and grass cutting**

It was reported that the school hedge had been cut back but the part that was by college heights had not been done and the clerk was instructed to write to school asking them to finish this part off. The contractor had done a good job in the village and the new tender was being drawn up by MJ and MCO and would hopefully be ready by the Jan meeting. Finally a discussion ensued over the Jubilee playing field work and it was agreed to accept the contractors quote of £325 to complete this work.

11. **Finance**

- **To Approve Payments for Nov 2016**

Alan Arber Clerk	£549.70
Mr Ditton	£40.00
Mr Harrowzden	£40.00
Mrs Cordy	£100
Gary Lake (College Heights)	£300
HMRC	£521.20
A Water	£80.40
SNDC dog bins 2016/17	£390.24

- **To approve the minutes of the Finance and Staffing committee meeting**

Signed as a true record of meeting on November 30th.

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- **To discuss proposals from Finance Committee meeting**

The clerk took the council through the proposals from the recent committee meeting and the work done by the committee with the chairs help on the recent budget meeting. The chair thanked the committee for their hard work and the clerk for his excellent preparation on this.

12. Councillor and Clerks Training

The clerk reported that MJ, MC and MCO are all booked on a new councillor 2 evening training course in January at Costessey but as yet he had not been able to book vice chair JH on her training.

13. To discuss the Awards for All scheme

Deferred as the clerk had been too busy to start the process.

14. To receive an update on costings/siting's on New dog bins/Grit bins and waste Bins

Councillors MCO reported that he had looked at the cost of the dog bin lid on St Peters Path and that it was over £100 and it was agreed to await a decision till next month of this issue.

15. To discuss the defibrillator training

This went ahead with chair PM taking it due to the non-attendance of the trainers and everyone appreciated this and had a good fun evening. The clerk brought to the attention of the meeting a new scheme for applying to get further defibrillators through the BHF and it was agreed that the clerk would go ahead with this and he would be allocated 2.5 hours extra on his normal hours to do the application

16. To discuss the parish partnership scheme

Scheme is in process.

17. To Discuss Western Link Consultation

The Chair reported that he, MJ and the clerk had attended a very enlightening meeting on this subject with the consultants and that EPC had put forward their proposals at the meeting for the link and they were warmly accepted. It was proposed that we enrol a councillor on the consultation panel as discussed at the meeting and Councillor MJ was proposed. **Proposed. Peter Milliken, Seconded Jan Hudson all agreed.**

18. To adopt staff contract

Document adopted. **Proposed Mark Caton, Seconded Jan Hudson all agreed**

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19. To adopt Risk Assessment Policy

Document adopted. **Proposed Mark Caton, Seconded Mark Cordy all agreed**

20. Public Participation

Standing orders were suspended

It was brought up by a parishioner the issue of the leaves at Diocesan House and that they cause flooding in that area of the village plus also the Diocesan workers using their leaf blowers before 7.30am which the council find unacceptable. Clerk was instructed to write to the Diocesan house on all issues ASAP

Standing orders reinstated

21. Correspondence received and response or action required

Nothing received

22. Outstanding Issues

1. Diocesan House
Dealt with in Public participation

23. Agenda Items for next meeting

Clerks Appraisal
Food Hub
Training
Defibrillator application
David Harvey Meeting

24. Dates to Note

- Next Finance committee meeting 4th January 2017
- Next Parish Council Meeting th January 2017
- Next Neighbourhood Plan Steering Group meeting 19th December 2016
- Public meeting 23rd January 2017

The meeting was then closed to the public and press under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

David Harvey then joined the meeting with members of Easton Parish Council for a comprehensive discussion on what the council wished to do with their ownership of the land on Dereham Road. All issues were discussed and it was agreed that David would go away come up with some plans and costings and report back to the council ASAP

Meeting Closed 9.30pm