

EASTON PARISH COUNCIL

Minutes of a meeting of the Parish Council held at Easton Village Hall, Marlingford Road, Easton on Monday 8th August 2016 at 7.30pm

In Attendance: Mr Peter Milliken (Chairman) PM Mr Alan Arber (clerk)
Mr Mike Jobling MJ
Mr Jonathan Bailey JB
Mrs Linda Ford LF

3 members of the public attended

1. Apologies

Apologies were received from Jan Hudson and Mark Caton and these were duly accepted

2. Declarations of Interest and any requests for Dispensation

None were declared

3. Public Participation

Standing orders were suspended

A parishioner brought to the councils attention that the grass had not been cut at the church for ages. MJ replied that the contractor had been spoken too about this matter and it should now have been done. The trod near the showground was then brought up as it is overgrown. The chair PM replied that he knew there was a lack of money for these jobs at council level but instructed the clerk to write to the showground and costessey PC to ask for their help in maintaining this as well as he would be contacting Paul Sellick for his assistance too in this matter

Standing orders reinstated

4. Receive and approve minutes of meetings 11th July 2016

The minutes of both meetings were 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 MJ, Seconded JB

5. Reports

- **Police and Community support officer**

No report submitted

- **District and County Councillor Margaret Dewsbury**

Councillor Dewsbury reported that it was quiet at the moment with only the devolution issue on the local council agenda at the moment. She then brought up the issue of Lorries parking on Marlingford Way and a debate ensued as to the best way this issue could be dealt with. It was remarked that Paul Sellick and the police were looking into this issue but it seemed that DVSA was the best agency to enforce this issue under the terms of the companies operating licence. The clerk would look into contacting them

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

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Emails and verbal complaints had been received by councillors and the clerk on the state of the village due to lack of grass cutting and this would be dealt with under item 9

7. Updates on ongoing issues:

- **Neighbourhood Plan**

Chair JB gave a report on the neighbourhood plan and steering report and it will be attached to these minutes. The clerk reported we had also received the £6000 grant from SNDC for assistance with the neighbourhood plan. A debate the ensued regarding the CIL money's to be received by the council and it was agreed that JB and JH plus Shaun Vincent of ABAG would seek a meeting with SNDC to get this clarified as well as the issue of funding the new village hall.

- **Food Hub**

The Chair PM had been contacted by Phil Courtier regarding the minutes taken at the single agenda meeting and that he had made the necessary adjustments he felt were needed to the minutes the clerk had prepared. It was agreed to look at these and if everyone was in agreement we would adopt them alongside our own at the next meeting. Councillor LF then brought up the issue of the Lorries and the amount that she had counted by the church (20 Lorries in 30 minutes) from Honingham. A letter had been received from Ian Alston to the church and he sympathized with the church and would look at the best route taking traffic away from the church. It was agreed that we needed to start dialogue with all the surrounding councils, set up a working party and the clerk was tasked with contacting them all on this matter ASAP. The chair PM also brought up the Western Norwich Development Route and County Councillor Margaret Dewsbury replied that 13 new routes were being looked at and this would be reduced down to 6 in the near future.

8. Progress Reports and any further action required

- **Parish Allotments**

The clerk reported he has now finished this and there were only 2 payments due in. We had some allotments vacant and he would be contacting local council to inform them we have vacancies. We do not have a waiting list

- **College Heights**

The contract had still not been started and it was agreed to speak to the contractor to get this started ASAP and have a major hit and get the area looking very nice again. MJ replied he had spoken to the contractor today and it would be started by the end of the week. The Chair wish to be kept fully informed as to progress

9. Update on grounds maintenance and grass cutting

The grass cutting contract came up for major debate at the meeting as the parish council had received many complaints at the state of the village and how it looked. The parish council were disappointed that the village did not look as good as it had done in previous years. Councillor MJ was instructed to contact the contractor and ensure that only the areas designated in the contractors contract was to be cut and if any member of

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the public asked the contractor to cut any other areas the contractor was to take the house number and report direct to the MJ for investigation of what need to be done. It was then noted that if any member of the parish had a problem with this they should contact the PC directly. It was also agreed that before any payments were agreed the PC will check the work done and ensure it meets the standard they require. Finally it was noted that when the contractor does cut he village he does an excellent job. Finally the chair asked for comments on the village. It was remarked that St Peters path was still a mess due to the overgrown weeds coming for the school, and the clerk was tasked with writing the school to inform them that they need to get this cleared within a 14 day timescale or the PC would and send the bill to the school. It was also brought up about the tree at the diocese and all trees had been checked and they are aware of any problems and nothing could be done ill the end of September. Also the ditch outside was full of leaves that had been purported to being seen to be dumped there by a member of diocese contract staff and they were not being good neighbours and the ditch needs cleaning out ASAP. The matter would be forwarded to Highways to take the necessary action.

10. Finance

- **To Approve Payments for June 2016**

Alan Arber Clerk	£641.38
Mr Ditton	£57.99
Mr Harrowzden	£40
Mrs Cordy	£100
Gary Lake (Grass Cutting)	£355
Village Hall for meetings	£175.50

- **To approve the minutes of the Finance and Staffing committee meetings**
Deferred due to the chair not being available for tonight's meeting

- **To approve recommendation's made from Finance and Staffing Committee**
The clerk informed the full council that the committee were moving forward in the tasks needed, the budget was almost finished; Staff contract was written and needed checking and finally the risk assessment document was awaiting final checking by the committee before being put before the full council for adoption.

- **To discuss Santander Bond**

This was still causing many issues but chair Jan Hudson was hoping to have the final paperwork finished and the bond sorted out ASAP

- **To discuss extra signatures on parish Bank Account**

Chair Jan Hudson was visiting the Drayton branch of Barclays to get a final signatory sorted and the clerk was also visiting Barclays to get his details registered so we could pay staff wages and other major payments by Direct Debit.

11. Councillor and Clerks Training

The clerk reported that he had now received dates for councillor training from LCPAS and he would be contacting other local councils to see if they would like to send candidates to our training evening in October.

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12. To discuss the siting of new noticeboards

Councillor JB addressed the meeting thinking this item was to be taken from the agenda but the clerk reminded the meeting he was speaking to The Rembrandt Restaurant regarding his offer of sighting a new notice board outside the restaurant for the PC to use

13. Defibrillator training

This would take place in October at a date to be confirmed by the chair and everyone was welcome to attend the training although he did have two lists of people wishing to attend. Further information to follow in October's meeting.

15. To discuss the Resignation of Councillor Linda Ford

(Item moved up the agenda by the chair)

The chair addressed the meeting to say he had received a letter from Councillor Linda Ford and that due to family issues she would have to resign from the council. The chair reluctantly agreed to accept Linda's resignation but wanted Linda's work for the council to be recognised especially under the trying circumstances of the last year and he personally thanked Linda for everything she had done during her time serving the parish.

14. To discuss increasing the Parish Council numbers of councillors

The chair addressed the meeting that he felt the council needed to be increased to 9 councillors and that with Councillor Linda Ford's resignation and Claire Chisholm sabbatical we were light on numbers. It was agreed this was necessary and the clerk was asked to look into this ASAP. Mark Cordy had been asked if he would stand on the Parish Council and he agreed that he now had time and once he returned from holiday he would be willing to. The clerk passed the co-option forms to Mark to fill in and return to the clerk after his holiday.

16. To discuss the Parish Partnership Scheme

The clerk addressed the meeting describing the scheme and ensuring the councillors were aware of this valuable resource funding for the Parish and asked that all councillors go away and think of ideas for the parish to apply for at the next meeting.

17. Correspondence received and response or action required

The clerk reported he had received emails regarding the state of the village but this was dealt with under item 9. The chair also reported he had received many complaints of noise from Newday event at the showground. He instructed the clerk to schedule a meeting in January with the organisers of the event to ensure it does not happen next

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year. The clerk was asked why there was no extra Public Participation on the agenda and he admitted it was an error on his part and he would ensure it is on in future. The clerk also reminded the Council that he will be on leave the first week in October and he was asked to source a locum clerk for the meeting that was scheduled whilst he was away.

18. Agenda Items for next Parish Meeting

Co-Option of parish councillors
Parish Partnership scheme
Training Dates
Neighbourhood Plan
College Heights
Food Hub
Allotments
Finance minutes

19. Dates to Note

- Next Neighbourhood Plan meeting 18th August 2016
- Next Parish Council Meeting 5th September 2016
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There being no further business the meeting closed at 8.45pm.