

EASTON PARISH COUNCIL

Minutes of a meeting of the Parish Council held at Easton Village Hall, Marlingford Road,
Easton on Monday 9th January 2017 at 7.30pm

In Attendance: Mr Peter Milliken (Chairman) PM Mr Alan Arber (clerk)
Mrs Jan Hudson (Vice-Chairman) JH Arrived 19.50pm
Mr Mark Caton MC
Mr Mark Cordy MCO
Mr Jonathan Bailey JB
Mrs Clare Chisholm CC
Mr Mike Jobling MJ

1 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 Jan Hudson who was running late these were duly accepted.

3. Declarations of Interest and any requests for Dispensation.

None declared

4. Public Participation

Standing orders were suspended

A parishioner asked the meeting a question regarding the food hub and the consultation process including the issue of the drainage water in the future. The chairman replied with as much information as he had and informed the parishioner that the food hub would be discussed later in the meeting.

Standing orders reinstated

5. Receive and approve minutes of meetings 6th February 2017

Spelling errors were noted on pages 1, 2, 4 and 5. These were corrected and initialled by the chair.

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 MC, Seconded MCO

6. Reports

- **Police and Community support officer**

Nothing had been received from the police and the clerk checked the Police website but this had not been updated since Dec 2016

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- **District and County Councillor Margaret Dewsbury**

County and District Councillor sent an email to the clerk that she had received from Martin Stringfellow (Passenger Transport manager at Highways) regarding the issues of the bus services and the lack of a service to The doctors surgery and Sainsbury's. It was agreed the clerk would send a strong email supporting the need for this service to Martin Stringfellow.

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

Nothing had been received.

8. **Updates on ongoing issues:**

- **Neighbourhood Plan**

Councillor JB addressed the meeting to update the Council that the final reports had been submitted to SNDC and the examiner would soon be appointed to review the plans. He was hopeful that this would happen in May but things had been delayed and that this is unlikely.

- **Food Hub**

Chair PM informed the meeting that the Parish Council had been invited to a meeting on the 8th March by the Wensum Valley Alliance; it would have present a representative from the CPRE, County Councillor Andrew Boswell as well as some residents for the surrounding area. The meeting was to be held at Easton Village hall and he informed the meeting he would be attending and asked for other members of The Parish Council to attend also. This created a full and frank debate on the issue of whether the Parish Council could support this group and their request. Many councillors were unsure they could be involved in what they saw as a protest group. The Chair then confirmed he would be attending the meeting as a private individual and asked the clerk if he could attend to take minutes on the Parish Councils behalf as he felt that would be beneficial to the council. The clerk was unsure his plans for that evening but would reply to the Chair the next morning if he could.

Another frank debate ensued on what decision the Parish Council had actually voted on regarding the Food Hub at the last meeting. Councillor CC outlined her thoughts on what she felt the vote was on. The Chair stated that at the last Parish Council meeting the councillors clearly voted for the letter to Broadland Council which stated that the Parish Council objected to the current LDO proposal. MC sought clarity for the record, the Chair then asking for a named vote to take place on the following motion.

“As the LDO application currently stands, Easton Parish Council cannot support this application at this time”

A vote was taken and the above motion was carried by 6 votes (Pm, JH, MC, MCO, CC, MJ) and 1 abstention(JB).

9. **Progress Reports and any further action required**

- **Parish Allotments**

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The clerk reported he would be sending out the renewal letters this week and would also ensure that he was available to take any payments from 6pm on the day of the next parish Meeting 3rd April. The chair informed the meeting that he would be getting the plumber in to look at all three taps ASAP.

- **College Heights**

Councillor MJ reported that as yet the contractor who had been awarded the contract had not received the letter from the council although the clerk posted the letter first class on Friday 3rd March. He would check with the contractor in the morning. MJ also asked that the contractor trim back some trees on college heights as they were looking very they needed doing ASAP. All agreed it should be done.

- **Planning Application 2014/2611**

It was understood that a number of bids had been received, but no firm detail was available at this time.

- **Meeting with David Harvey**

The chair PM reported he had held a very good meeting with David Harvey and other parties including the solicitor. The Chair took the meeting through the costings and it was agreed subject to written confirmation to accept the 2.25% fee he had negotiated and this was on the basis of a successful outcome. He also informed the meeting that it was felt that Easton Parish Council needed to take a legal opinion on the issue of the covenant including a site visit and any other work that needed to be done by the barrister. He had an agreement for this work to cost £1200 including Vat and the clerk confirmed that there is spare money in the budget to allow this to be undertaken. All agreed this was a good idea and the cheque was raised to Norton Legal for £1200 including VAT. **Proposed PM, Seconded JH**

10. Update on grounds maintenance and grass cutting

As reported earlier the letter had gone out to the successful contractor but as yet he had not confirmed he would be accepting the contract so it was agreed to hold off writing to the unsuccessful parties till this confirmation from the contractor had been received.

11. Finance

- **To Approve Payments for Jan 2017**

Alan Arber Clerk	£539.90
Mr Ditton	£40.00
Mr Harrowzden	£40.00
Mrs Cordy	£100
Catherine Moore	£108 Locum Clerk
Broadland DC	£36 Training
HMRC	£569.82 Tax and NI payment
Norton Legal	£1200 Barrister Fees

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- **To receive and accept the minutes from the Finance committee meeting 1st March 2017**

All agreed this was a true record of the meeting

- **To receive and approve any proposals from the Finance committee meeting 1st March 2017**

The clerk informed the meeting that he had heard from Anne Barnes and she was happy to be the internal auditor for Easton Parish Council this year. The clerk also informed the meeting that a financial risk assessment was needed by two councillors and the Councillors JH and MJ would do this at a date to be arranged. It was also agreed the clerk should purchase a pen drive to back up the Laptop.

12. Councillor and Clerks Training

Vice Chair JH needed to undergo her vice chairs training ASAP and it was agreed that all councillors would contact the clerk with any training they needed.

13. To discuss the recent correspondence from the campaign to protect rural England

The chair took the meeting through the recent letter he had received regarding a meeting at the forum on 13th March and that any councillors wishing to attend were welcome and that he would deal direct with the RSVP for this. The chair also took the meeting through the recent correspondence on the CPRE pledge and asked all councillors to look at the document and report their thoughts at the next meeting.

14. To discuss car parking in Easton

A discussion ensued on this and it was agreed to promote our awareness on this in the grapevine and on social media.

15. To discuss the dog mess issue in Easton

A discussion ensued on this and it was agreed to promote our awareness on this in the grapevine and on social media. The clerk would also contact SNDC regarding getting some stickers for Easton to promote this even more

16. To discuss the awards for all scheme

Deferred as the clerk had been on leave

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

The new dog bin had been installed and the councillors thanked councillor MCO for his work on doing this.

18. To discuss the defibrillator training

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Nothing to report

19. To discuss the parish partnership scheme

The Parish Council is awaiting the final decision.

20. To Discuss Western Link Consultation

The first meeting was attended by the Chair but he felt that not much had been achieved but MJ or the Chair would be attending the next one and report to the council.

21. Public Participation

Standing orders were suspended

No members of the public were in attendance at this time

Standing orders reinstated

22. Correspondence received and response or action required

The clerk informed the meeting of a letter he had received from the City of Norwich Athletic Club regarding the impending City of Norwich half marathon on Sunday 9th April. He would can the letter and details for it to be added to the website and also put the information on social media.

23. Outstanding Issues

- Diocesan House Leaves

The chair informed the meeting he had spoken to Paul Sellick on this issue and that he was informed the rangers were unable to do the job as it needed a digger. The clerk was instructed to again write to highways on the issue and the Chair also agreed to contact Paul Sellick again.

The chair then informed the meeting that he needed help with the Grapevine and the website due to his ill health and CC and JB agreed to help as much as possible with the grapevine and the clerk would assist with the website

23. Agenda Items for next meeting

CPRE Pledge
Grapevine editor
Website Editor
Update from Highways England
AOB

24. Dates to Note

- Finance committee meeting Tuesday 28th March 2017
- Next Parish Council Meeting 3rd April 2017
- Next Neighbourhood Plan Steering Group meeting 12th march 2017

Meeting Closed 9.15pm