

# EASTON PARISH COUNCIL

Minutes of a meeting of the Parish Council held at Easton Village Hall, Marlingford Road, Easton on Monday 3<sup>rd</sup> April 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 Mike Jobling MJ

3 members of the public attended plus County and District Councillor Margaret Dewsbury

## 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 Jonathan Bailey and Claire Chisholm and these were not accepted as under the LGA Act 1972 no reason was given and the clerk was instructed to email all councillors to remind them of their statutory duties as a Parish Councillor by the Chairman.

## 3. Declarations of Interest and any requests for Dispensation.

Mark Caton for a payment to be made under item 11. All agreed

## 4. Public Participation

*Standing orders were suspended*

No public participation

*Standing orders reinstated*

## 16. To discuss Defibrillator Training

This item was moved up the agenda by the chair so that two members of the public did not have to sit through the whole meeting awaiting this item.

The chair reported that the clerk had managed to obtain through the British Heart Foundation grant scheme two new defibrillators and he thanked the clerk for his hard work in this matter. The chair then welcomed two members of the public who have agreed to allow one defibrillator to be fixed to their property in Lower Easton and they were thanked by the Parish Council for allowing this. A discussion then ensued regarding the safety and the installation of the defibrillator at their property and it was suggested we write to Highways regarding a speed limit change in the area. The second defibrillator site was then discussed and it was agreed that two sites were good. The first being on The Sub Station in College Heights and the second site was to look at the adoption of a phone box to site the defibrillator in. The clerk was to investigate both options. It was then agreed that defibrillator training would take place on 4<sup>th</sup> May at the village hall.

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## 5. Receive and approve minutes of meetings 6<sup>th</sup> February 2017

One error was noted on item 22 where it should read Scan not can. 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 All Agreed**

## 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

- **District and County Councillor Margaret Dewsbury**

County and District Councillor Margaret Dewsbury gave her report to the council reporting that the county council was having problems with their email system and that a leaflet had been delivered regarding Saturdays A47 consultation to all homes in the local area in Barford, Marlingford, Honingham and Easton.

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

The chair confirmed a formal reply had been received from the barrister confirming the costs to be set at 2.25% subject to contract.

## 8. Updates on ongoing issues:

- **Neighbourhood Plan**

As councillor JB could not attend the meeting the chair PM informed the meeting that the final draft was going to the inspector but all residents now had the chance for a final say before going to the examiner who is free but as yet no examiner had been allocated meaning the plan would be set back a month and it may be between July and August when it is submitted. An examiner had been sourced by Azbag who they are keen to work with as she is very experienced. The parish council are insisting that the plan goes to the examiner at the end of June if possible.

- **Food Hub**

Chair PM informed the meeting that the consultation is still open till the morning of the decision and had been pushed back to end of May. It has been reported that another piece of land had been put forward close to the science park called The Little Melton Food Park and it already had multiple use buildings on site. It was felt that as SNDC had said nothing regarding this that the information being shared is very misleading. District and County Councillor Margaret Dewsbury informed the meeting that she will look into this and work with the Chair PM in contacting BDC on this matter.

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## 9. Progress Reports and any further action required

### • Parish Allotments

The clerk reported that the renewal letters had gone out and that so far £254 had been received in renewals and that we had 7 allotments plots available for rent. The chair asked the clerk what he was doing to fill these and he replied that even though he was busy he would be contacting Norfolk County Council to inform them of the vacancies and had also emailed all neighbouring parish councils to inform them also. The clerk then asked if it was possible to get a noticeboard for the allotments but after discussion it was felt this was not necessary and a laminated sheet could be affixed to the gates with contact details on of the clerk for anyone to contact the clerk regarding the hire of and allotment plot and any other issues with the allotments.

### • College Heights

Councillor MJ reported that the work had been started by the contractor and he was happy with the standard of the work carried out by the contractor and the council was looking at re-barking the area in the next 3-6 months.

### • Planning Application 2014/2611

Nothing had been heard and all had gone quiet on this item.

### • Meeting with David Harvey

The chair PM reported that the barrister was now looking into the covenants on the land and had got some response on the matter and he was currently writing a legal brief on the matter. PM also noted that the cost could have been a lot more if the council had not negotiated the current agreement. The chair then showed the council a map of the area and commented on the people involved and it was felt we needed to get a formal opinion from all parties involved.

## 10. Update on grounds maintenance and grass cutting

Councillor MJ reported the necessary certificate from the contractor had been given to the clerk and that the contractor will cut the village areas in the next week. The councillor also reported he had spoken to the church warden regarding the church yard cuts and the guidance for this had been agreed. The Parish Council would also like to place on record their thanks to all who helped clean the graffiti from the bus shelters and Jubilee Park with the chair reporting the offender was now on bail for this.

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## 11. Finance

- **To Approve Payments for Jan 2017**

Alan Arber Clerk	£539.90	
Mr Ditton	£40.00	
Mr Harrowzden	£40.00	
Mrs Cordy	£100	
Anglian Water	£81	Allotments
Norwich Diocese	£60	Allotments
Gary Lake	£400	College Heights
Easton Village Hall	£	Village Hall hire
Daylight company	£12.20	Allotment tap Repair

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

All agreed this was a true record of the meeting

- **To receive and approve any proposals from the Finance committee meeting 29<sup>th</sup> March 2017**

Accepted as a true record of the meeting.

**Proposed Mark Caton, Seconded Mike Jobling All agreed**

- **To receive proposals from Finance meeting**

Clerk reported he was awaiting final bank statements from both Barclays and Santander before completing final accounts for audit

## 12. Councillor and Clerks Training

Vice Chair JH needed to undergo her vice chairs training and new councillor training ASAP and that the clerk was attending small modules regarding his CILCA training.

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

It was agreed to defer a decision till a later date.

**Proposed Peter Milliken Seconded Mark Caton. All agreed**

## 14. To discuss the awards for all scheme

Item deferred

## 15. To receive an update from Highways England

A single item agenda meeting was planned for Monday 10<sup>th</sup> April at the village hall and once that had been held a more informed decision could be reached by the Parish Council

**Proposed Mark Caton, Seconded Mike Jobling All agreed**

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## 17. To discuss the parish partnership scheme

The Parish Council had received the decision from Highways and is pleased to announce the bid has been successful. The clerk took the meeting through how the data from the SAM machine helps and the chair then took the meeting through the proposed sites for the SAM machine before signing the agreement for the clerk to start the process with Highways. The Chair was thanked for his hard work on this by the council.

## 18. To Discuss Western Link Consultation

The Chair reported to the council that nothing had been received recently and the date for the next meeting had been received. It was also recommended that one person from each adjoining councils meet in the future to discuss this issue.

## 19. To discuss the Grapevine

Councillors Clare Chisolm and Jonathon Bailey had expressed an interest in taking this but as they were unable to attend the meeting it was agreed to leave on the agenda for the next meeting.

## 20. To discuss the website

The clerk agreed to be trained on the website along with Councillor Mark Cordy and the training is to be completed by July 2017.

## 21. Public Participation

*Standing orders were suspended*

District Councillor Margaret Dewsbury agreed to get the district and county councils to look at any new legislation regarding the CPRE pledge on housing numbers and report back to the council/

*Standing orders reinstated*

## 22. Correspondence received and response or action required

The issue of cars racing around the village was brought up but the chair commented that with the lack of PC's on duty and the huge area they had to cover this was a real issue for them. It was also reported that mail was still going to Linda Ford from SNDC and Santander, the chair thanked Linda for getting the letters delivered to him and the clerk was instructed to contact all companies with his new contact details ASAP. A letter had been received by vice chair Jan Hudson from a parishioner regarding the community car scheme and that the running of the scheme involved more clerical work and he asked for the PC to take this on and employ him to do it. Jan reported she had researched this and the parishioner was employed by SNDC to do this task on a voluntary basis. After a discussion it was agreed that the PC could not take this on and the clerk was to write to the parishioner involved instructing him of the decision. **All Agreed.** The chair then brought up the issue of the impending Sundown and Reload festival and why the PC had not been invited to the initial license meetings on this as it impacted on the whole village. Finally it was reported that the Half Marathon was taking part on Sunday meaning road closures for a short time in the village and the clerk reported it had been put on the village Facebook site and that signs were up round the village indicating this

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but some of the information was incorrect. The Chair reminded the meeting that only a uniformed Police Officer could stop traffic on the day and he had informed the organisers of this fact.

## 23. Outstanding Issues

- Diocesan House Leaves

Still ongoing.

- **Meeting with new Highways officer**

The chair reported he was meeting the new Highways officer on Thursday at 10.30am at his house to take him round the village to show him the issues we face and engage with him to get a good working relationship established.

## 24. Single Agenda Meeting

This was planned for Monday 8<sup>th</sup> April regarding the highway's England consultation at the village hall on Saturday. The clerk was unable to attend due to a prior engagement and he was asked to see if a locum clerk was free to take the minutes of this.

## 25. AOB

It was reported that there had been a ram raid at Easton College recently using a stolen Delmonte pickup truck to try and get the Cash machine and that it was before 9pm on the day of the offence.

## 25. Agenda Items for next meeting

CPRE Pledge  
Grapevine editor  
Update from Highways England

## 24. Dates to Note

- Single Agenda meeting 10<sup>th</sup> April 2017
- Next Parish Council Meeting 8<sup>th</sup> May 2017

**Meeting Closed 9.30pm**