

Easton Parish Council

Minutes of the Annual General Meeting of Easton Parish Council held at
Easton Village Hall, Marlingford Road, Easton on
Monday 13th May 2019 at 7.30pm

1. Chairs welcome Action

Present	Peter Milliken PM	Co-opted
	Jan Hudson JH	Mike Bowman
	Mark Caton MCa	Gillian Landles
	Mark Cordy MCo	
	Ian Norman (IN)	
	Mike Jobling MJ	
	Francis Woodcock (FW)	

There were 6 members of the public present

2. There were no apologies for absence

3. **Appointments of Chair and Vice Chair**, PM was elected Chair - proposed MJ, seconded JH, agreed unanimously. MCa was voted Vice Chair – proposed JH, seconded MJ, agreed unanimously.

4. Acceptance letters re item 3 were signed.

5. Co-option of new councillors.

Mike Bowman was co-opted onto the Council – proposed PM, seconded MJ, agreed unanimously. Gillian Landles was co-opted onto the Council – proposed MJ, seconded JH, agreed unanimously.

6. Appointment of Finance & Governance Committee.

JH, MJ, MCa, MCo agreed to be members of the Finance & Governance Committee.

7. There were no declarations of interest or requests for dispensation.

8. *Adjournment for public participation was held over until later in the meeting.*

9. The minutes of the 1st April were approved – proposed JH, seconded MJ, all in favour.

10. Matters arising from the minutes not on the agenda elsewhere (for information only)

PM - Unilever were planning a media day, originally for the 16th April but revised to 14th May 2019, and he would be able to represent the Parish Council on this day.

11. Dereham Road housing development update.

Andrew Wootorten (AW) from ESCO made a presentation and distributed some new draft plans. He advised both they and Orbit the builder are continuing to consult with South Norfolk District Council on the detailed planning application

being proposed for the 64 dwelling Dereham Road housing development. Final plans will hopefully be agreed soon and will be made available on the website and will be also put up on the Easton Village Hall internal noticeboards. **PM/FW** Changes were needed due to the requirement to incorporate a dedicated play area within the middle section of the plan. A question was raised on where visitor parking would now be situated as these were not shown. AW plus Mike Walker from Orbit agreed to discuss this and communicate to the Council through **PM**. It was noted that the affordable housing mix demanded was confirmed at 28%. An update was provided on the archaeological dig and the discovery of fire pits thought to date BC. AW was thanked for his presentation

12. Food Hub Update

Graham Claxon and Neil Brown representing contractors for the electrical cabling work required for the Food Enterprise Zone (FEZ) gave a presentation. They described the need for a 12 week period of disruption to the road and footpaths along Dereham Road over the summer as work is needed to bring power supply to the FEZ from the Mini garage. The contractors will try and mitigate the disruption as much as possible. The work will entail digging up footpaths with 2-way traffic lights in operation. There will also be a period of around 7-10 days at the Church Lane end when the road will need to be cut off entirely. Discussions will be taking place with the bus operators on the re-routing of buses and advance warning will be provided, both through a leaflet drop and the posting up of key dates on our website and the village notice boards.

A discussion was held on whether the housing development land could be used as site storage by the contractor before Orbit's building work commenced. The Council agreed for PM to negotiate a price for renting this land if it were possible, proposed by IN, seconded by MJ, all in favour. **PM**

Both guests were thanked for their presentation.

Adjournment for public consultation reinstated.

Matters were raised by members of the public as follows.

A lid for the litter bin by the Church was needed to stop birds throwing waste out - To be taken up by the F&G committee to review.

The village sign was looking tatty. this was discussed with a view to look for funding when received from the sale of land from the Dereham Road housing development. The Ringland Lane sign was obscured. It was discussed that the Rangers could take on this work when they were next offering to come to the Village to work. The recent accident along Dereham Road was raised. It was noted that traffic calming measures planned would hopefully curb the likelihood of accidents.

13. Setting up a Planning Committee

MB and IN agreed to form a planning committee to look at planning applications as they came in – proposed MJ, seconded JH, agreed unanimously. The clerk

would send over the draft terms of reference that had been produced in the past by Jonathan Bailey and revise them accordingly, before presenting to the Council for approval.

FW

14. Frontier Chemicals planning application at Honningham Thorpe Farm.

It was noted that the application would be discussed at the next FEZ liaison meeting at Broadland DC offices on 3rd June 2019. There were no other planning applications to discuss.

15. Review of allotment water costs.

There was a discussion on the high value of the most recent quarterly bill up to £240 from approx. £50 previously. It was noted that previous bills had been estimated and this latest bill was based on an actual reading. The Council agreed to monitor usage monthly. A letter would be sent to allotment users to impose a ban on any unattended hosepipe usage, especially overnight and this would be monitored via spot checks.

FW/MJ

16. For information, feedback from meeting with St Peters Primary PTA.

It was reported that FW and PM attended the meeting on 13th May. The PTA agreed that Easton CLT could have a stall at the fete on 21st June to launch the new community land trust to the Village.

17. There was no report from DC/CC Margaret Dewsbury this month.

18. Finance Sub Committee

- i. Payments for April 2019 were presented (see separate listing).
- ii. Minutes from the Finance & Governance meeting of 8th April 2019 would be reviewed at the forthcoming committee meeting on 29th May.
- iii. The Council discussed the procurement of bollards for Marlingford Road at a cost of approx. £2,000 and it was decided that this would be reviewed again once the finances had been reviewed after the first quarter (June).
- iv. It was noted that the Council loses its general power of competence as set out by statutory instrument until eligibility is restored by completion of the clerk's training. The Council currently had no activities requiring this power.

19. Correspondence received requiring action

Communication had been received that the Easton Gym Club bins were still being used by dog walkers to deposit waste and could a request be published to stop this. This is noted and the clerk agreed to include this request in the next copy of Grapevine.

FW

20. Agenda items for the next Parish meetings

Review prices for replacement and possible resiting of bin at St Peter's Church.

21. Urgent matters to be brought to the attention of the council

It had been reported by the Chair of Governors at St Peter's primary school that there were very likely to be future issues on the allocation of school places at Costessey High School due to oversubscribing. The Council acknowledged to offer its support on the issue.

22. Dates to note:

Next Finance + Governance committee meeting Wednesday 29th April 2019,
7.30pm at the Village Hall

Easton Council meeting, 3rd June 2019, 7.30pm, Easton Village Hall.

The meeting closed at 9.40pm.

April payments

Clerks travel	31.20
J Cordy - Apr	100.00
F Woodcock - Apr	619.22
HMRC J Cordy - Apr	25.00
Glebe rent	60.00
PM - CLT expenses	70.80
PM - Court cost expenses	127.80
PM - laptop upgrade	126.20
Anthony Collins	511.00
Anthony Collins	494.00
Westcotec	7000.80
Total payments	<u>9166.02</u>

Signed : Peter Milliken, Chair