HILGAY PARISH COUNCIL

Draft minutes of the Parish Council meeting held on Thursday 4th July 2013 in Ten Mile Bank village hall at 7.00pm.

Apologies: Cllr D Appleby, Cllr A Charlesworth, Cllr B Bates.

Present: Chairman Cllr G Carter, Vice chairman Cllr R Houghton, Cllr P Carter, Cllr K Scott, Cllr D Martin, Cllr T Hall, Cllr E Hall, Cllr C Dawe, Cllr C Wills, Cllr J Evans, Cllr M Storey, PCSO, Clerk.

No members of the public were present.

Minutes of last meeting
Minutes of the Parish Council meeting held on 9th May 2013 were discussed and agreed to be a true record of proceedings.
Proposer: Cllr R Houghton, Cllr C Wills.

Declarations of interest
Members are invited to declare personal or prejudicial interests in items on the agenda. It is a requirement that declarations from a member include the nature of the interest and whether it is personal or prejudicial.
Cllr R Houghton expressed a personal interest in an items regarding payment.

The PCSO gave a brief report of the past 12mnths criminal activity. There have been a total of 27 reported crimes in the last 13mnths in Ten Mile Bank and Hilgay combined. Norfolk remains one of the safest counties.

A number of questions were raised with the PCSO:

1. Regarding parking on the side of the road to prevent traffic speeding. This is causing some concern, whilst it may help reduce the speed of traffic travelling through Ten Mile Bank it also reduces visibility and many children play in this area. It is also causing large vehicles to go off the edge of the road causing damage to the roadside. PCSO will monitor this and contact owners of parked vehicle if the Parish Council requests them to do so.
2. Council asked PCSO if there are any guidelines and or restrictions on the length of time contractors can drive large farm machinery without a reasonable break. PCSO will investigate and let Council know the regulations for this.
3. Council reported a quad bike which has been seen speeding on the estate near the water tower in Hilgay. PCSO will monitor.

Chairman's annual reports/updates

Cllr G Carter welcomed Cllr J Evans as a new member of the Parish Council. Cllr J Evans signed the declaration of acceptance of office.

Cllr R Houghton and the Clerk held a meeting with John Atkin (Norfolk County Council) and John Ward headmaster of Ten Mile Bank School on 17th May 2013 to discuss the agreement for the use of the recreation ground and to draw up a Transfer of control agreement to enable us to apply for funding towards new play equipment. The agreement has now been signed by all parties concerned namely, Chris Dawe, Chair of school governors, Chairman of the Parish Council Cllr C Carter and the Parish Council Clerk.

Cllr C Dawe and the Clerk have attended a funding seminar and are now in the process of completing two grant applications for funding the new play equipment.

The new play bark is down at the play area in Ten Mile Bank, thanks to Cllr Wills and Mr. Osler for their assistance in moving this.

Thanks to Mr. Dent for supplying soil for the cemetery to backfill any sunken graves.

The Feoffee charity and Parish Council are going to register the right of way to River field. Foefee have employed a solicitor to act on their behalf and letters of declaration shall be prepared stating the facts and history regarding the right of way to River Field. Cllr G Carter proposed that the Parish Council request a solicitor to prepare a letter to send to the parties involved stating their intentions and specifications regarding the right of way.
Proposer: Cllr G Carter. 2nd: Cllr T Evans.

Maintenance reports/updates

Cllr C Wills to report on any maintenance issues.

MA Engineering has completed works on the swings at Hilgay play area and work to the slide has commenced.
New glass for the bus shelter in Ten Mile Bank is on order.

Andy Wallace visited both villages and discussed positioning white barriers to the entrance of Ten Mile Bank and 30 MPH roundels in the road. We are awaiting his advice.

Cllr C Wills and the Clerk are meeting with the Highway Rangers on 15th July to discuss cutting away the brambles from the path near the bridge leading up to the A10 in Hilgay.

Annual inspections are due for the play areas; this will be carried out once the work to the slide at Hilgay is complete.

The area around the football hut needs to be cleared of soil and rubble to enable Cllr Wills to maintain this area.

New signs are required at the recycling centre, Keith Lovejoy (BCKLWN) cannot supply them.

New dog fouling signs are required.

Cllr Wills has made a start on cleaning up the war memorial.

River Field toilets have been painted.

Correspondence

Apologies have been received from the PCSO team for not attending the last meeting.

Resurfacing works are scheduled to start on Station Road, Ten Mile Bank on or around Monday 29th July and run to Friday 9th August, a 24hr road closure will be necessary between these dates.

West Norfolk Sports Council is planning to hold a free 4 week "Rural festival of sport" during 3rd-31st May 2014; this will be a major event for villages and organisations to participate in and will encourage young people to become more involved in sport via sports taster sessions. There is no cost to the villages/organisations and the taster sessions will be free to the public. WNSC is keen to hear from villages that are interested in taking part in the festival. Council agreed that this was a good idea and will register an interest.

Norfolk Link newsletter.

Norfolk Association of Local Councils AGM is to be held on 5th October 2013.

Norfolk RCC AGM 16th July 2013.

Planning applications

Permission is granted for the construction of one dwelling at South of Broadwater Church Road, Ten Mile Bank.

Single storey side and rear extensions, alterations and formation of raised deck area at Mill House Whittome Mill Hilgay. No observations/objects raised by Council.

Erection of 2 Semi-detached two bedroom houses at former Methodist Chapel site, Ten Mile Bank. Council raised some concerns regarding the parking space and roadside parking which may cause congestion.

Dents of Hilgay LTD application for New Premises License. No objections.

Payments for approval

C Wills (may)	£ 583.20 paid
C Wills expenses	£ 50.99 paid
Clerk (may)	£ 278.11 paid
Clerks expenses	£ 119.00
Clerk (June)	£ 239.75
C Wills (June)	£ 677.48
C Wills expenses (June)	£ 89.32
HMRC	£ 19.80

Norse	£ 484.72
E.on	£ 155.50
Hilgay village hall hire 9th May	£ 14.00
Kew grass care (April)	£ 70.80
Kew grass care (May)	£ 141.60
M.I. Edwards bark chip	£ 846.00
K & M Lighting services May – June	£ 101.74
K & M Lighting services June – July	£ 101.74
G Carter Toilet keys	£ 17.91
David Nicholls concrete plinth	£ 1100.00
Hodson office supplies – ink	£ 33.68
R Houghton materials for toilets	£ 109.42
St Johns Ambulance refund	£ 52.50
C Dawe Lawn mower fuel	£ 40.72

Cllr C Wills would like to be reimbursed for expenses such as fuel as when purchased and will present receipts at the nearest Council meeting.
All payments were approved for payment. Proposer: Cllr C Dawe. 2nd: Cllr E Hall.

Matters requiring attention

Salt bin locations need to be confirmed before a license can be obtained.

Wooden finger boards can be obtained but Clerk requires the exact location where these boards will be placed before highways will issue them.

A notice board has been donated to Hilgay, it requires some repair. It was proposed to place the new boards on the bus shelters in Hilgay.

Quote has been received for supplying and fixing two standard timber five bar field gates to entrance of Ten Mile Bank.

Two wheelie bin housings need to be purchased, quote/prices have been received, the wooden ones are no longer available therefore it was agreed to purchase two metal covers at a cost of no more than £369.00 each.

At the Annual Parish meeting the youngsters proposed that they have a skate park in Hilgay. They are willing to fundraise for the project. Cllr G Carter proposed that the Council now discuss if this is possible and where a suitable location for the park would be. It was proposed that the skate park be positioned on the piece of land near the football hut.
The Parish Council is very positive and would like to encourage the youngsters with this proposal, they will review the site and discuss again at the next meeting of the council. Cllr G Carter will discuss the proposed position with the youngsters and fundraising ideas.

St Marks Church Ten Mile Bank, cemetery grass cutting is no longer being cut. It was proposed that Cllr C Wills cut and spray this area. This will be reviewed regularly.

Matters requiring attention to be brought forward to the next meeting of the Parish Council.
These issues have been raised by the Council to be addressed at the next meeting of the Parish Council; no decisions will be made by the Council at this meeting.

Cllr G Carter would like to ensure that the war memorials are maintained and in good repair for the 100th commemoration of World War 1 next year. The path will be resurfaced, the concrete plinths need repairs and the chains need repainting or replacing.

Requested Councilor's to look at memorials and bring any suggestions to the next meeting and also if anybody has any old photos dating back to WW1 or memorabilia it would be nice to create a display in the village hall next year.
Cllr T Hall will also put this request on the website.

Ten Mile Bank school is also 100 years old next year.

Cllr P Carter reported that a large lorry has been parked on the Green in Hilgay.
Cardboard auction notices were left hanging on the war memorial.

Cllr C Dawe reported a street light out on Station Road outside property number 3. Clerk will report.
Requested a timetable for the new bus shelter in Ten Mile Bank.
Outside Pear Tree House the hedges are overgrowing the pavement and obscuring the school warning signs. Council will politely request that property owner trim back the hedges.

Cllr M Storey expressed how important it was for all Councilors to respond to any planning applications.
With regard to speeding in Ten Mile Bank, the Council may be able to request funding next year through the Parish Partnership Scheme for Vehicle activated signs to be erected.

Meeting closed 8.30pm

Next meeting of the Council will be 5th September 2013 at 7.00pm in Hilgay village hall.

Signed

Date