

Blofield Parish Council

Minutes of the Blofield Parish Council Meeting held at Blofield Courthouse on Monday 16th July 2018 at 7.30pm – 9.30pm.

PRESENT

Rob Christie, Pat Wilson, Stella Shackle, Joseph Scholes, Yvonne Burton, Paul Culley-Barber, Sarah Dhesi, Mary Moxon, David Ward and Melanie Eversfield (assistant clerk).

1. Welcome and Introduction to the meeting by the Chair, Rob Christie.
2. **TO CONSIDER APOLOGIES FOR ABSENCE**
 - 2.1. Apologies were received from Stuart Smith and accepted by the council. Paul Baverstock was absent from the meeting.
3. **TO RECEIVE DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**
 - 3.1. Paul Culley-Barber, Yvonne Burton and Rob Christie declared a pecuniary interest in item 19. Paul Culley-Barber declared a pecuniary interest in item 27.
4. **OPEN FORUM - FOR PARISHIONERS TO RAISE QUESTIONS ON AND/OR MAKE STATEMENTS ABOUT MATTERS ON THE AGENDA AND TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR AND COUNTY COUNCILLOR**
 - 4.1. 4 parishioners were present.
 - 4.2. There was a request to place the SAM2 at the top of Danesbower Lane from Doctor's Road as there is perceived to be a lot of speeding in this area.
 - 4.3. Heathlands Management Committee thanked the Parish Council for meeting with them in June.
5. **TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18th JUNE 2018**
 - 5.1. Paul Culley-Barber proposed (seconded by Sarah Dhesi) the parish council approve the minutes of the parish council meeting held on 18th June 2018. The parish council unanimously approved this proposal and they were duly signed by the chair.
6. **TO REPORT ON MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**
 - 6.1. No matters arising.
7. **TO NOTE RECEIPT OF A SECTION 106 CONTRIBUTION OF £13,392.38 FROM PLANNING PERMISSION 20161577/20170207 (WOODBASTWICK ROAD, BLOFIELD HEATH)**
 - 7.1. The council noted receipt of these funds.
8. **TO APPROVE INVOICES FOR PAYMENT**
 - 8.1. Joseph Scholes proposed (seconded by Sarah Dhesi) the council approve all payments totalling £2,749.92 presented for payment in July in Appendix 1. The Council unanimously resolved to approve the proposal.
9. **TO RECEIVE AN UPDATE REPORT ON CURRENT PROJECTS AND AGREE ANY NECESSARY ACTIONS**
 - 9.1. Melanie Eversfield provided a project report for the council.
 - 9.2. The clearance of brushwood at the churchyard has not been carried out yet even though contractor has been chased on a number of occasions. AGREED that an alternative contractor be found.
 - 9.3. The headstone safety inspection has been carried out in the Churchyard with two headstones needing attention. Melanie Eversfield and Joseph Scholes have worked together to obtain details of the families in question and letters have been written asking them to take immediate action.
 - 9.4. The possibility of installing a footpath between Blofield and Blofield Heath has been looked in to in great detail with no positive way forward. It was AGREED to put this project to bed for the time

- being but the Clerk to write a piece for focal point, the website and Facebook page detailing exactly what we have investigated and the reasoning behind there being no viable options at present.
- 9.5. Melanie Eversfield updated the Council that the cost of a post mounted dog waste bin is £111.77 each and that the cost to empty each bin via Broadland District Council is £3.39 per emptying. It was AGREED to purchase two bins, one for the junction of Woodbastwick Road/Dyes Road and one for the junction of Danesbower Lane/Yarmouth Road and ask Broadland to empty them once a fortnight and see how that goes.
- 9.6. Melanie Eversfield stated that she has informed NCC Highways that the Parish Council would like to go ahead with the TROD being placed on NCC land on Woodbastwick Road.
- 9.7. The contractor who installed the new gates at the Churchyard has been in touch and is happy to undertake the additional work.
- 9.8. Melanie Eversfield stated that she had received notification from Blofield Courthouse Management Committee with regard to the disabled ramp project in the car park. It has been suggested that a survey will need to take place to determine the suitability of the underlying ground for construction and land drainage. Courthouse Management Committee have obtained one quotation for the sum of £2,035.00. It was AGREED in principle to fund this survey work up to the value of £2,035.00. The Courthouse Management Committee to try and obtain a further two quotations with the Clerks being given discretion as to which quote is accepted.
- 10. TO RECEIVE AN UPDATE ON THE CHURCHYARD PATH PROJECT AND AGREE ANY NECESSARY ACTIONS**
- 10.1. Melanie Eversfield has met with the Community Payback Scheme Co-ordinator and discussed the proposal for work. A service level agreement that is required for the project to go ahead has been drawn up and ready to sign so that the project can go live. However, due to a reduction in numbers and existing commitments the work cannot start until November time. This was all AGREED to and Melanie is to pass on contact details of Rev. Billson, David Pilch and Andy Futter.
- 11. TO RECEIVE AN UPDATE ON THE NEW PARISH PARTNERSHIP SCHEME PROPOSALS TO BE PUT FORWARD**
- 11.1. Melanie Eversfield had produced a report which had been circulated prior to the meeting which was noted. It was AGREED that a final decision on what project to put forward needs to be discussed in September/October time as the application deadline is 7th December 2018.
- 12. TO RECEIVE A REPORT FROM HEATHLANDS/FINANCE WORKING PARTY MEETING AND AGREE ANY NECESSARY ACTIONS**
- 12.1. Rob Christie proposed (seconded by Joseph Scholes) that Cllrs Smith, Dehsi, Burton and Baverstock along with a Clerk, meets with Heathlands Management Committee to work on funding proposals for the Council to consider on 13th August 2018.
- 13. TO RECEIVE A QUARTERLY UPDATE ON HEATHLANDS COMMUNITY CENTRE.**
- 13.1. Yvonne Burton provided a brief update on the Heathlands Community Centre. The annual beer festival was well attended. They have also been showing the world cup games. Members of the committee attended the Cluster Meeting for Village Halls at Lingwood which proved to be useful and informative. All in all, it is very busy and the management committee are doing a great job. Joseph Scholes stated that Margaret Harker Hall had also attended the Cluster Meeting for Village Hall.
- 14. TO CONSIDER OBTAINING QUOTATIONS FOR TREE WORKS AT HEATHLANDS COMMUNITY CENTRE**
- 14.1. Following a brief discussion Joseph Scholes proposed (seconded by Paul Culley-Barber) the clerks work with Heathlands Management Committee and obtain three quotations in readiness for the Parish Council to consider at its meeting on 13th August. It was AGREED to look at the urgent work in this financial year and medium to long term work be budgeted for in the next financial year.
- 15. TO NOTE THE NEIGHBOURHOOD PLAN PROJECT LIST AND AGREE ANY NECESSARY ACTIONS**
- 15.1. It was AGREED that all councillors would look at this individually and then meet to update and bring back to the council for approval for the meeting on 13th August 2018.

16. TO CONSIDER ‘DESIGNATED FUNDS’ PROJECTS TO PUT FORWARD TO HIGHWAYS ENGLAND AND AGREE ANY NECESSARY ACTIONS

- 16.1. It was noted that there is a meeting at Upton Village Hall on Thursday 9th August 2018 between 6.30pm and 8.30pm. It was AGREED to send Paul Culley-Barber and Melanie Eversfield to represent the Parish Council to discuss projects further.
- 16.2. Possible project ideas so far are assisting with new play equipment at Margaret Harker Hall, assisting with projects relating to Heathlands, Blofield Courthouse and Margaret Harker Hall, assisting with funding additional allotment/community land and assisting with funding towards plantation wood.

17. TO RECEIVE AN UPDATE FROM THE WORKING GROUP CONSIDERING VILLAGE HALL ENTRANCE SIGNS AND AGREE ANY NECESSARY ACTION

- 17.1. The report prepared by Councillors Dehsi and Smith was circulated, and a brief discussion took place. It was AGREED that Councillors Dehsi and Smith come up with some design and wording ideas and present this as a slide show at the planning meeting on 30th July 2018.

18. TO CONSIDER ANY ENHANCEMENT AWARDS NOMINATIONS TO BDC AND AGREE ANY NECESSARY ACTIONS

- 18.1. The council unanimously agreed to nominate Blofield Courthouse Gardens for this award. Mike Tetlow to provide Melanie Eversfield with some photographs so that she can submit the nomination before 25th July 2018.

Rob Christie, Paul Culley-Barber and Yvonne Burton did not participate in voting when the proposals were considered in item 19.

19. TO RECEIVE AN UPDATE ON THE ALLOTMENTS’ BREAK IN AND AGREE ANY NECESSARY ACTIONS

- 19.1. Councillor Dehsi gave a brief update on the latest position. The Council unanimously AGREED to purchase a pack of six rigid plastic CCTV signs to place on the gates at the allotments at a cost of £7.99 and also a pack of six self-adhesive CCTV signs for some sheds at a cost of £1.05.

20. TO RECEIVE AN UPDATE ON SPEEDWATCH AND AGREE ANY NECESSARY ACTIONS

- 20.1. Paul Culley-Barber explained that in April of this year the Council discussed the latest speed data and resolved to forward this information to Norfolk Constabulary and request that action be taken. This has come full circle from Norfolk Constabulary back to the Community Speedwatch Team who have been asked to monitor the effected areas. It was noted that more volunteers are needed.

21. TO CONSIDER CONTACTING ANY LAND OWNERS REGARDING LAND THAT MAY BE AVAILABLE FOR ALLOTMENTS

- 21.1. Following discussion Sarah Dehsi proposed (seconded by David Ward) the Clerks make contact with any landowners and be given delegated authority to follow up on any leads and report back to the council as necessary.

22. TO NOTE ANY CORRESPONDENCE RECEIVED

- 22.1. To note an urgent Tree Preservation Order has been expedited on Clarke’s Wood in Shacks Lane due to the imminent threat of felling.
- 22.2. To note that Coverdale’s will start work on pointing the Courthouse on 16th July for a period of 2 weeks.
- 22.3. To note that the Parish Council has been contacted by the Broadland District Council Green Infrastructure and Woodlands Officer who is looking into developing green links and improvements in the Broadland area.
- 22.4. To note that Badger Homes have re-ordered the road signs for the Newstead Gardens development to include the text that the Parish Council had requested.

23. OTHER REPORTS AND ITEMS FOR THE NEXT AGENDA

- 23.1. Broadland and South Norfolk Feasibility Study – June 2018.
- 23.2. Meeting with Margaret Harker Hall
- 23.3. Blofield Allotment Association and Blofield Parish Council Working Party Update

- 23.4. IPharm4U application
- 23.5. Letter of understanding with the Orchard and Allotments
- 23.6. Cluster Meeting.

24. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL PLANNING MEETING

- 24.1. Monday 30th July 2018 at 7.30pm at the Courthouse.

25. TO NOTE THE DATE OF THE NEXT PARISH COUNCIL MEETING

- 25.1. Monday 13th August 2018 at 7:30pm at the Courthouse.

26. TO RESOLVE TO PASS A FORMAL RESOLUTION (UNDER THE PUBLIC BODIES AND ADMISSIONS TO MEETINGS ACT 1960) TO EXCLUDE THE PRESS AND THE PUBLIC FOR THE REMAINING AGENDA ITEMS

- 26.1. The council unanimously resolved to pass the above resolution.

27. TO RECEIVE AN UPDATE AND CONSIDER NEXT ACTIONS REGARDING LAND IN THE PARISH

- 27.1. Clerk (ME) to chase regarding agreed next actions.

28. TO RECEIVE AN UPDATE REGARDING ADDITIONAL COMMUNITY LAND AND AGREE ANY NECESSARY ACTIONS

- 28.1. Clerk (ME) to continue to chase contact.

There being no further business the meeting closed at 9.30pm.

Signed.....

Dated.....