

FRAMINGHAM EARL PARISH COUNCIL MEETING

Chairman: Cllr Linda Brook

Clerk: Yvonne Wonnacott

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Minutes of Framingham Earl Parish Council Meeting held on Tuesday 5th December 2017 at 7.30pm at Framingham Earl Community Sports Centre.

Present: Cllr Linda Brook (LB) – presiding, Cllr Judith Todd (JT), Cllr Louise Bishop (LBi), Cllr Arthur O’Neill (AON), Cllr Roy Whittaker (RW), Cllr Jane Walker (JW), Cllr David Crawford (DC), County Cllr Vic Thomson (VT), District Cllr John Overton (JO), District Cllr Lisa Neal (LN), Yvonne Wonnacott – Parish Clerk (YW).

Apologies: Lynn Thomas (Tree Warden) (LT), Sandra Cornell (Tree Warden) (SC), Stuart Sansbury (Poringland Beat Manager).

Members of the Public: Twenty seven.

Item		Action By
2017/41	Chairs Welcome (to include any apologies for absence) Apologies were received and accepted from Stuart Sansbury (Poringland Beat Manager), Sandra Cornell (Tree Warden) and Lynn Thomas (Tree Warden). Chair thanked all parishioners who responded to the Community Governance Review supporting Framingham Earl Parish Council remaining as status quo.	
2017/42	Declarations of interest Cllr Walker requested dispensation as lives next to site of planning application 2017/2652, agenda item 7a. All members of FEPC (Framingham Earl Parish Council) agreed to dispensation.	
2017/43	Suspension of meeting for Public Participation Planning item 2017/2652 brought forward for public participation, refer to minute reference 2017/47.	
2017/44	Minutes of the meeting held 5th September 2017 – for acceptance. No factual inaccuracies were found and the minutes were approved and signed by the Chair.	
2017/45	County Councillors Report NCC (Norfolk County Council) Cllr Thomson provided report to meeting, summary of key points as follows; <ul style="list-style-type: none"> - Hornsea 3, new Community Newsletter issued. DONG energy is changing its name to Ørsted. For purposes of 	

	<p>PEIR it is suggested that there are two options the HVAC scenario (max. of 3 buildings) and the HDVC scenario (max. of 2 buildings).</p> <ul style="list-style-type: none"> - Big Yellow Bikes come to Norwich - Ofo are bringing bikes to hire in Norwich www.ofo.com. - Lots of positive comments received with regard to Northern Distributor Road, section up to Wroxham Road scheduled to open before Christmas. - MET Office “Get Ready for Winter Campaign”, Parish Clerk advised details are on PC website. 	
2017/46	<p>District Councillors Report</p> <p>District County Cllr Overton provided report to meeting, summary of key points as follows;</p> <ul style="list-style-type: none"> - Burgate Lane – Hot topic at present moment, Committee can be lobbied for site visit. One major point on application will be highways and safety. - Broadland and South Norfolk Council are exploring opportunities to work closer together. - Confirmation received now a three member Ward consisting of Poringland, Framingham (Pigot and Earl) and Trowse. - Community Governance Review – Committee recommendations are Framingham and Poringland to remain status quo. Bixley to merge with Caistor St Edmund. 	
2017/47	<p>Planning Matters</p> <p>a) Applications received to date: 2017/2652, Land South of Burgate Lane – Chair advised had attended Poringland Parish Council (PPC) meeting at which this application was discussed. Vote taken and FEPC voted unanimously to be fully supportive of PPC’s objections, to work alongside PPC and recommend application is refused. Public participation highlighted main concerns were related to the volume of traffic on narrow lanes and the side effects of this including safety issues. Parishioner raised question whether FEPC would be looking to adopt a Neighbourhood Plan like PPC, advised most of cost had been funded by a grant. Chair advised FEPC would look into this next year.</p> <p>b) Decision notices received to date: None.</p>	
2017/48	<p>Finance Matters</p> <p>a) Finance and Admin Report with financial summaries for approval – Approved.</p> <p>b) Draft proposed budget / precept 2018/9 – As circulated with Finance and Admin Report. Proposed Cllr Todd, seconded Cllr O’Neil, all approved. Cllr O’Neil raised item of goodwill gesture in supporting Poringland Playing</p>	

	<p>Fields. Chair advised if letter received will be taken into consideration.</p> <p>c) Additional Transparency Fund Application Form – Draft application proposed by Cllr Bishop, seconded by Cllr Todd, all in agreement. Parish Clerk to submit application.</p> <p>d) Donations for current financial year – Parish Clerk previously circulated Finance and Admin Report listing donations as follows;</p> <ul style="list-style-type: none"> - Citizens Advice @ £55 - Norfolk Accident Rescue Service @ £45 - Norwich City Council (Norwich Fringe Project) @ £60 - Poringland & Framingham Earl Churches Together @ £450 - East Anglian Air Ambulance @ £100 - 6th Youth Council @ £100 - The Nook Appeal (EACH) @ £200 - Church maintenance @ £230 <p>Cllr Whittaker proposed all donations as above, seconded Cllr Crawford, all approved. Chair raised donation request from Norfolk Family Mediation Service, previous minute ref 2017/32a, further information obtained as per Finance and Admin Report. Cllr O’Neil proposed decline request, seconded by Cllr Bishop, all approved. Parish Clerk to write to Norfolk Family Mediation Service advising of decision.</p> <p>e) Parish Clerk appraisal – Chair recommended pay increase by one spinal column point (SCP) to SCP26 to be backdated from 1st September 2017. Cllr Walker proposed, seconded by Cllr O’Neil, all approved.</p> <p>f) Parish Partnership Scheme 2017/18 – Draft application proposed by Cllr Whittaker, seconded by Cllr Walker, all approved. County Cllr Thomson advised will contribute £1,000, County Cllr Thomson to e-mail Parish Clerk confirmation. Parish Clerk to submit application</p> <p>g) Identification badges for Parish Councillors – Chair identified need for identification badges going forward, all agreed.</p>	<p>YW</p> <p>YW</p> <p>YW</p>
2017/49	<p>Environmental Matters</p> <p>a) Roundabout – No further update, still awaiting completion of Anglian Water mains replacement scheme. Finances agreed under S106 with David Wilson Homes, subject to them building a certain number of houses.</p> <p>b) Tree Wardens – No report provided.</p> <p>c) Footpath Warden – Cllr Crawford advised footpaths in order.</p> <p>d) The Dell – Site visit took place on 11/09/17, resulting in verges being cut back. An additional site visit took place with representative from Norfolk Geodiversity Partnership with regard to its exposures of glacial torrent gravels,</p>	

	<p>Chair advised that any works in relation to this would be too disruptive, costly and not feasible. All agreed to leave The Dell as is with maintenance undertaken as required.</p> <p>e) Roses and the village green – Chair advised roses looking past best, proposed removal of roses next year and replaced with something to commemorate the ending of the First World War in 1918. Currently investigating options.</p>	
2017/50	<p>General Data Protection Regulations (GDPR)</p> <p>As per information circulated previously with Finance and Admin Report. Chair proposed Parish Clerk is nominated as Data Protection Officer (DPO), all agreed. All other documentation/policies to be agreed and adopted at March 2018 meeting.</p>	
2017/51	<p>Hornsea Project 3, further statutory consultation.</p> <p>All agreed no further comments.</p>	
2017/52	<p>Parking at Oaklands.</p> <p>Complaint received from parishioner. Chair advised Parish Clerk has written to Framingham Earl High School, no response to date. District Cllr Overton advised had witnessed public parking in One Stop Shop car park and then catching public transport, Cllr Brook to speak to One Stop Shop direct. Cllr O'Neill to speak to Stuart Sansbury (Poringland Beat Manager).</p>	LB AON
2017/53	<p>Dates for Meetings 2018/19</p> <p>Proposed meeting dates of: 1st May 2018, 3rd July 2018, 2nd October 2018, 4th December 2018 and 5th March 2019, all agreed. Parish Clerk to contact FECSC to check availability and book meeting room.</p>	YW
2017/54	<p>Six Youth Council</p> <p>a) Sixth Youth Council Representative – No volunteers.</p> <p>b) Report from the Traffic Working Party – Chair to pass information to Parish Clerk for circulation.</p>	LB/YW
2017/55	<p>Police and Highways</p> <p>a) Police Update - Stuart Sansbury (Poringland Beat Manager) sent apologies, however advised if FEPC has any concerns/issues to contact him.</p> <p>b) Anglian Water Mains Replacement Scheme – Chair advised weekly updates received and put onto Parish Council website, finish date of 14th December, with Anglian Water returning after Christmas to tidy up.</p> <p>District Cllr Overton advised of future works of cycle path through Poringland from Springfields to Zaks, this is County led. Cllr Todd advised that give way sign at Spur Lane has been completely knocked over. In addition witnessed a porta cabin being delivered to EACH site where vehicle swung up on new pavement, concerns of future damage to pavement. Parish Clerk to report both items to Highways.</p>	YW

2017/56	Community Governance Review. Chair advised that Committee unanimously voted for FEPC to stay as status quo.	
2017/57	Old Planning Documentation / Records. As per Finance and Admin Report, some of the old minutes have been archived with Norwich Record Office. In New Year Chair and Parish Clerk to undertake further archiving/clearance exercise.	LB/YW
2017/58	Correspondence received to date a) Get Ready for Winter e-mail – As previously circulated, Chair advised details have been added to website.	
2017/59	Chairman's urgent business – if any. None.	

The meeting closed at 8.50 pm.

Minutes prepared by Yvonne Wonnacott 06/12/17

Approved Date.....