

# 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 6<sup>th</sup> September 2016 at 7.30pm at Framingham Earl  
Community Sports Centre.

**Present:** Cllr Linda Brook – presiding (LB), Cllr Barbara Uciechowska-Powell (BUP), Cllr Arthur O’Neil (AON), Cllr Roy Whittaker (RW), Cllr Jane Walker (JW), County Cllr R Smith (RS), District Cllr Lisa Neal (LN), Yvonne Wonnacott – Parish Clerk (YW).

**Apologies:** District Cllr John Overton, Cllr Judith Todd, Cllr Louise Bishop, Lynn Thomas (Tree Warden) and Sandra Cornell (Tree Warden),

**Members of the Public:** One.

Item		Action By
2016/24	<b>Chairs Welcome (to include any apologies for absence)</b> Apologies were received and accepted from District Councillor John Overton, Cllr Judith Todd, Cllr Louise Bishop, Lynn Thomas (Tree Warden) and Sandra Cornell (Tree Warden). Chair thanked Parish Clerk for all her efforts with regards to the joint event with Poringland Parish Council for the Queen’s 90 <sup>th</sup> Birthday celebrations.	
2016/25	<b>Declaration of interest and requests for dispensations in items on the Agenda.</b> None.	
2016/26	<b>Suspension of meeting for Public Participation</b> Member of public raised question as to what role there is for Parish Council to vet footpaths? County Cllr Smith advised footpaths fall in responsibility of County Council, first point of contact Highways Department. Member of public to liaise with Parish Council to provide details of particular footpath in question for further investigation.	YW/LB
2016/27	<b>Minutes of the meeting held 3rd May 2016</b> – for acceptance. No factual inaccuracies were found and the minutes were approved and signed by the Chair.	
2016/28	<b>County Councillors Report</b> NCC Cllr Smith presented his September report as previously	

	<p>circulated and highlighted the following aspects:</p> <ul style="list-style-type: none"> <li>- Framingham Earl High School achieved good exam results putting it amongst best in the county.</li> <li>- Norfolk Library Service will be concluding its highly successful summer reading challenge for young people, great credit to all its staff.</li> <li>- The causes of flooding at the entrance to Framingham Earl High School have been investigated and corrective action has been taken.</li> <li>- Norfolk County Council has decided it should take part in the Syrian Vulnerable Person's Resettlement Scheme.</li> </ul>	
2016/29	<p><b>District Councillors Report</b>  District Cllr Lisa Neal provided report, key points summarised below;</p> <ul style="list-style-type: none"> <li>- National Recycling Week 12-18<sup>th</sup> September, theme of "Unused Suspects", South Norfolk Council (SNC) will be carrying out media campaign.</li> <li>- Budget Planning – Ongoing reviews re CIL (Community Infrastructure Levy), business rates etc.</li> <li>- No. of sites have been put forward for potential development, currently looking at local 10 year plan for 2026 to 2036.</li> <li>- The Government Boundary Review is looking at the number of electors/parishioners that each District Councillor is responsible for, with the aim to make each ward roughly the same size. SNC have submitted a proposal. District Cllr Neal has submitted her concerns with regards to the proposal of Framingham Earl falling in a different ward to Poringland.</li> <li>- Mulberry Park (New Housing Estate) – Several meetings taken place, public consultation to be held on 08/09 at Poringland Community Centre.</li> </ul>	
2016/30	<p><b>Planning Matters</b>  <b>a) Applications received to date:</b></p> <ul style="list-style-type: none"> <li>• 2016/2012 – 11a The Street – All agreed response to SNC "We have no views or comments about this application"</li> <li>• 2016/1949 – Bella Vista Burgate Lane – All agreed response to SNC "We consider the application should be approved, if permission is granted, we suggest the following conditions of approval should be considered; a) One storey would be preferable b) There must be adequate turning space within the driveway.</li> <li>• 2016/1329 – Land East of Water Tower, Long Road – Chair raised concerns with regard to grey slate roof and not red pan tiles as per other properties in area. All agreed for Councillors to look into further and forward their responses to Parish Clerk for collation.</li> </ul>	ALL

	<p><b>b) Decision notices received to date – none.</b> Cllr Walker raised question as to whether 106 was raised against Earlsmead development and if so it's content? Further investigation to be carried out by Cllr Brook/Parish Clerk.</p>	LB/YW
2016/31	<p><b>Finance Matters</b></p> <p><b>a) Finance and Admin Report with financial summaries to 31<sup>st</sup> July 2016 for approval</b> – All approved.</p> <p><b>b) Parish Clerk Salary Review</b> – Chair suggested Parish Clerk salary to increase by 3 spinal column points to hourly rate of £11.660. Cllr Walker proposed, Cllr Uciechowska-Powell seconded, all in agreement.</p> <p><b>c) Setting of Date for Parish Clerk Annual Appraisal</b> – Chair advised appraisal date will be set before end of this month.</p> <p><b>d) Dog Bin (Hall Rd)</b> – Chair advised cost from Glasdon's is £169.00 exc. VAT for bin and £20 for post. This item was allowed for in budget. Cllr Whittaker proposed purchase of bin, Cllr O'Neil seconded, all in agreement. Chair to arrange purchase.</p> <p><b>e) Reserves</b> – All agreed to reserves as identified in Finance and Admin Report, may be future requirement to earmark some reserves for website.</p> <p><b>f) Transparency Fund (Funding Application Form)</b> – As previously circulated, application to be amended to allow for Parish Clerk pay rise and purchase of printer/scanner. All approved application. Parish Clerk to amend and submit.</p> <p><b>g) Chairman's Expenses</b> – Chair submitted expenses, total £56.95, all approved.</p>	<p>LB/YW</p> <p>LB</p> <p>YW</p>
2016/32	<p><b>Policies and Guides</b> Following policies as previously circulated were approved;</p> <p>a) Code of Conduct, Interests and Dispensations Policy b) A guide for public attending and speaking at meetings c) Health and Safety Policy d) Complaints Procedure e) Policy on Record Management</p> <p>Parish Clerk to arrange for policies/guides to be added to website.</p>	YW
2016/33	<p><b>Environmental Matters</b></p> <p><b>a) Roundabout</b> – Chair advised no further forward than last PC meeting, awaiting completion of road works.</p> <p><b>b) Tree Warden(s)</b> – Two new Tree Wardens jointly sharing position, Lynn Thomas and Sandra Cornell. Both Tree Wardens have attended meetings with Henry Gowman (Poringland Parish Council Tree Warden) and Sheena Florance (Previous Framingham Earl Tree Warden). Received a request for ID badges, Parish Clerk/Chair to arrange.</p>	YW/LB
2016/34	<p><b>Six Youth Council and Traffic Working Group Update</b> Traffic survey completed which was submitted to Traffic Working</p>	

