

# FRAMINGHAM EARL PARISH COUNCIL MEETING

Chairman: Cllr Linda Brook

Clerk: Yvonne Wonnacott

Email: [framinghamearlpc@hotmail.co.uk](mailto:framinghamearlpc@hotmail.co.uk)

## Minutes of the meeting of Framingham Earl Parish Council held on Tuesday 1<sup>st</sup> December 2015 at 7.30pm at Framingham Earl Community Sports Centre

**Present:** Cllr Linda Brook – presiding (LB), Cllr Judith Todd (JT), Cllr Barbara Uciechowska-Powell (BUP), Cllr Arthur O’Neil (AON), Cllr Jane Walker (JW), Cllr Roy Whittaker (RW), Cllr Louise Bishop, County Cllr R Smith (RS), District Cllr Lisa Neal (LN), District Cllr John Overton (JO)

**Apologies:** Kate Wilde (Tree Warden)

**Members of the Public:** Two members of public.

Item		Action By
2015/36	<b>Chairs Welcome (to include any apologies for absence)</b> Apologies were received and accepted from Kate Wilde, Tree Warden.	
2015/37	<b>Declarations of interest</b> None	
2015/38	<b>Co-option of Louise Bishop</b> Louise Bishop was co-opted as a Parish Councillor onto Framingham Earl Parish Council, proposed by Cllr Uciechowska-Powell and seconded by Cllr Walker. Cllr Bishop subsequently completed a “Declaration of Acceptance of Office”.	
2015/39	<b>Welcome of new Tree Warden</b> Cllr Brook advised that Kate had already been very active in this position contacting South Norfolk Council (SNC) and arranging to visit former Tree Warden. Cllr Brook welcomed Kate to this position.	
2015/40	<b>Suspension of meeting for Public Participation</b> Resolution to suspend the meeting to invite members of the public to speak. There were no items raised.	
2015/41	<b>Minutes of the meeting held 8<sup>th</sup> September 2015</b> – for acceptance. Cllr Whittaker advised that his name had been missed of “present” list, minutes amended accordingly. No other factual inaccuracies were found and the minutes were approved and signed by the Chair.	

2015/42	<p><b>County Councillors Report</b> NCC Cllr Smith presented his November report as previously circulated and highlighted the following items:</p> <ul style="list-style-type: none"> <li>- Caistor Lane – There are plans for a footway and street lighting which are currently going through planning.</li> <li>- Anglian Water – Recent article in paper (30/11/15) with regard to the closure of both Arminghall Lane and Shotesham Road. Cllr Smith to investigate if road closure notices were raised.</li> <li>- Flooding of Framingham Earl High School (FEHS) entrance – This appears to have been resolved.</li> <li>- Solar panels were fitted to FEHS without planning permission, FEHS have applied retrospectively.</li> <li>- Queens 90<sup>th</sup> Birthday celebrations taking place 12-15<sup>th</sup> May 2016 should Parish Council (PC) want to mark occasion.</li> <li>- Road traffic congestion in Poringland/Framingham Earl – Meeting with Anglian Water and Network Manager of County Council, outcome hopefully being that works will be better co-ordinated in future.</li> <li>- Grit Bins – Urges PC to check grit bins are topped up.</li> <li>- UK Youth Parliament – 4 of the members went to the House of Commons on 13/11/15 to debate their national priorities. Advised was very interesting and well worth watching.</li> </ul>	
2015/43	<p><b>District Councillors Report</b> District Cllr Neal provided report as follows;</p> <ul style="list-style-type: none"> <li>- Building work currently taking place at Maple Park Development, as a result of this Council will have new address from 01/01/16 to Signet Court, postcode will remain the same.</li> <li>- Council is offering community grants up to £250 for Christmas events, if aware of any community groups hosting events.</li> <li>- Council is offering free Christmas parking in market towns, Diss, Loddon and Wymondham, every Saturday till 19<sup>th</sup> December to encourage shoppers.</li> <li>- Secured a grant for the Dementia café in Stoke and from Jan 2016 will be opening twice a month.</li> </ul> <p>District Cllr Overton provided report as follows;</p> <ul style="list-style-type: none"> <li>- Looks like unitary may come back again in some format.</li> <li>- Eastern Rivers grants have been a successful way of funding; however looks like this funding may cease shortly.</li> <li>- Tree planting scheme fund available, currently £1000 in fund. LB to advised Tree Warden.</li> </ul>	LB

	<ul style="list-style-type: none"> <li>- Cllr Overton has been working actively in Pigot Lane, with regard to the various issues, taking these up with Andrew Fuller, MD of Permission and Bob Edwards at County Council. Managed to get road swept every other day and hand brushed daily.</li> <li>- Cllr Overton to e-mail SNC with regard to the leaf situation on Long Road.</li> </ul>	JO
2015/44	<p><b>Planning Matters</b></p> <p>Cllr Brook advised of two planning applications with regard to works to TPO trees 2015/2715 and 2015/2595 refer. Cllr Brook considers both applications should be approved, all agreed. Parish Clerk to contact SNC advising of above.</p>	YW
2015/45	<p><b>Finance Matters</b></p> <ul style="list-style-type: none"> <li>a) <b>Summary of receipts and payments for approval</b> – Approved.</li> <li>b) <b>Statement of accounts to 30<sup>th</sup> November 2015 for approval</b> - Parish Clerk provided a Finance and Admin Report prior to the meeting, report was approved.</li> <li>c) <b>Draft Proposed Budget/Precept 2016/17</b> – Parish Clerk previously circulated proposed budget/precept 2016/17 with precept figure remaining same as 2015/16. Proposed Cllr O’Neil, seconded Cllr Walker, all agreed.</li> <li>d) <b>Donations for current financial year</b> – Parish Clerk previously circulated document listing donations as follows; <ul style="list-style-type: none"> <li>- CAB @ £40</li> <li>- Accident &amp; Rescue @ £30</li> <li>- Norwich Fringe Project @ £45</li> <li>- Poringland &amp; Framingham Earl Churches Together @ £450</li> <li>- East Anglian Air Ambulance @ £100</li> <li>- Church maintenance @ £230</li> </ul> Cllr Uciechowska-Powell proposed all donations as above, seconded Cllr Todd, all approved.</li> <li>e) <b>Anglian Water Donation</b> – Cllr Walker suggested that donation is split. Suggested split 3 ways between Dementia Club (Stoke Holy Cross), Framtastics and Nook appeal. Proposed Cllr Uciechowska-Powell, seconded Cllr Whittaker, all approved.</li> <li>f) <b>Approval of replacement notice board (Hall Road)</b> – Cllr Brook advised obtained quote from company previously used (Noticeboard Company) @ £1034.40 inclusive of VAT, will be able to reclaim VAT back. Proposed Cllr Todd, seconded Cllr Uciechowska-Powell, all approved. Cllr Uciechowska-Powell to contact Mr Trevor Spruce to see if he would be interested in works of removing and replacing boards.</li> <li>g) <b>Dog Bin located on Hall Road</b> – Cllr Brook advised to look at replacing this in spring of next financial year 2016/17. Quotation received @ £225.58.</li> </ul>	BUP

2015/46	<b>Environmental Matters</b> a) <b>Roundabout Working Party Update</b> – Cllr Todd advised looked at 9/10 ideas and settled on a grass and shingle arrangement. Dave Goodrum (Poringland PC) took to David Wilson Homes who advised that they will write this into phase 2 of their 106 agreement, therefore project will pass over to Poringland PC. Proposed that roundabout works happen after Anglian Water pipework is all complete. Initially Poringland PC will be responsible for maintenance for first 5 years and will then revert to both councils. A final specification will need to be signed off. Cllr Todd to speak to Dave Goodrum advising that he will need to advise NCC with regard to maintenance agreement. Cllr Brook thanked Cllr Todd and Cllr O’Neil for their work.	JT
2015/47	<b>Police and Highways</b> None.	
2015/48	<b>Governance Documentation</b> Following governance documentation were circulated via e-mail for approval; <ul style="list-style-type: none"> <li>- Risk Assessment</li> <li>- Standing Orders</li> <li>- Code of Conduct</li> <li>- Financial Regulations</li> <li>- Lone Working Policy</li> </ul> Approval proposed by Cllr O’Neil, seconded by Cllr Walker.	
2015/49	<b>Dates for Meetings 2016/17</b> Following meeting dates were proposed and agreed; <ul style="list-style-type: none"> <li>- 1<sup>st</sup> March 2016</li> <li>- 3<sup>rd</sup> May 2016</li> <li>- 6<sup>th</sup> September 2016</li> <li>- 6<sup>th</sup> December 2016</li> <li>- 7<sup>th</sup> March 2017.</li> </ul>	
2015/50	<b>Correspondence received to date</b> a) Letter received from Parishioner in Oaklands re bridge in Poringland Woods were hand rail and slats were broken. Relevant parties were informed. b) Forthcoming Rangers Visit – Agreed for Parish Clerk to e-mail Rangers requesting they look at the drains and leaves down Long Road. c) Letter received from parishioner who currently looks after rose bushes on the green. Unfortunately she is going to have to give up this duty. Cllr Brook asked if anyone on Council would be prepared to take up this duty or know of anyone who would be interested.	YW
2015/51	<b>Chairman’s urgent business</b> – if any. a) <b>Holidays</b> – Cllr Brook asked if Cllrs are going away if they could provide dates to Parish Clerk. b) <b>Transparency Fund for Smaller Authorities – Funding Application Form</b> – As previously circulated, all approved.	

	Parish Clerk to e-mail to NALC.	YW
	c) <b>Sector Led Body for audit procurement</b> - Cllr Brook recommended PC opts out. Parish Clerk to contact NALC to query cost of £100 is this one off fee or for five years and to seek further clarification before opting out.	YW

The meeting closed at 8.30pm.

Minutes prepared by Yvonne Wonnacott 04/12/15

Approved ..... Date.....