

# Brandon Parva, Coston, Runhall & Welborne Parish Council

**Minutes of the Parish Council Meeting, held on Wednesday  
29<sup>th</sup> November 2017 In Welborne Village Hall at 7.30pm.**

**Councillors present;** Mike Webb (chair), Peter Wood, Clare Kay and Simon Guest. Also present were Bev Long (clerk), Jane Brown (footpath warden) and District Cllr Margaret Dewsbury from 7:40pm.

**Apologies received;** Cllrs Carolyn Bailey – ill health and Andrew Egerton-Smith – meeting/holiday. All apologies were accepted by the council.

On behalf of the council Mike Webb expressed deep sadness at the death of Trevor Curson on 1<sup>st</sup> November. Some councillors attended his funeral and after a total of 22 years as a councillor with the parish council he will be deeply missed. Trevor was elected onto the council in 1983 and served until 1991. He returned onto the council in 2003 and remained until his death.

**Declarations of Interest;** *Mike Webb is a member of one of the committees of Welborne Village Hall. Andrew Egerton-Smith is a member of the Parochial Church Council of All Saints Church, Welborne. Peter Wood and Mike Webb are trustees of Runhall Recreation Ground. In a small village, some overlap of membership between village organisations is inevitable. There may be occasions when decisions are taken which affect Welborne Village Hall, Runhall Recreation Ground or Welborne Church and it is not possible to carry out the business of the council without those named being involved in such decisions.*

**To receive declarations of interest in items on the agenda and requests for dispensation:** no declarations received.

**Minutes of meeting;** the minutes from the meeting on 20<sup>th</sup> September and planning meeting on 25<sup>th</sup> October 2017 were agreed and signed.

## **Matters Arising; (not covered elsewhere)**

1. Anglian Water Sewerage work – Road now open with roadworks now finished except for one drive which will not require the road to be closed. The pumping station will be commissioned in early 2018. Mike to email Anglian Water concerning the triangle of grass and a passing place as these are still not satisfactory.
2. Notice Boards – All boards are now up and being used. Thanks, given to Clare and her husband along with Bev and her family for their hard work and Mark Gill for arranging for the holes to be dug.

## **Residents' questions;**

No questions.

## **Parish Plan - action plans;**

1. Parish plan update had been circulated to all councillors - comments made have been incorporated. All agreed it was a good document and Simon was thanked for producing it. Simon to forward to clerk electronically who will place it on the website. It would also be included in the newsletter.

## **Matters for discussion;**

1. Co-option – closing date for this round agreed as 13<sup>th</sup> January. To be placed in the newsletter. Clerk to send out application forms to interested party. Councillors encouraged to ask interested parishioners to apply.
2. Broadband and Mobile phone coverage – Reply email from Karen O’Kane discussed and agreed it would be published in the newsletter. South Norfolk District Council also looking at the problem. Margaret Dewsbury to advise clerk of contact at South Norfolk. Clerk to write to them.
3. Dereham Walkers – council are happy to hold a supply of the ‘walks’ packs and put an electronic link on the website. Clerk to advise Ken Hawkins.
4. Consultation – Vetenfall – papers had been circulated prior to the meeting. As it wasn’t in our area it was agreed no further action was required.
5. 2018 Meeting dates – clerk proposed; 17 Jan, 7 Mar, 25 Apr (annual parish meeting), 23 May (AGM), 18 July, 19 Sept and 21 Nov. All agreed. To be included in the newsletter and website updated.
6. New Data Protection regulations – clerk gave a report following her attendance at a recent training. She advised that some financial expenses would be incurred to implement this which would have to be considered when setting the budget. Further updates will be reported to council before the final implementation in May 2018 is required.
7. Notification of external auditor appointments – clerk advised that our auditors for the next five years would be PKF Little John LLP – there is a slight change of requirements and process.
8. Feedback on the Norfolk Constabulary 2020 review programme – Simon attended and fed back; Norfolk 2020 – save money by adapting to different crimes. They have already saved £30m and are aiming to save another £10m. PCSO’s will be abolished with extra police being employed. Building 2 new hubs in Norwich and Swaffham. Details of the new vision can be found on the Norfolk Constabulary website under ‘News’. Information on police activity in our parish can also be found on the Norfolk Constabulary website. Our parish is included in ‘Your Area’ Click on Wymondham from ‘select Your Neighbourhood’.

## **Reports from District & County Councillors & Parish Councillors;**

District Cllr Margaret Dewsbury reported to the council. Michael Edney had unfortunately suffered a stroke but was recovering well and hoping to return to work in January 2018. Lots of stressful issues happening which will make next year interesting. Hoping to save money by more IT and less paper usage and will be looking at how to amalgamate/share offices and what facilities can be sold off. Will be working closely with Public Health, Arts and with Doctors & Surgeries. Ofsted – looked after children is looking favourable with more looked after children in Norfolk than in any other County.

## **Reports from others;**

**Parish Cllrs** – Clare reported more Flytipping in the parish. Runhall & Brandon Parva, tree chippings/plant pot contents etc. Clare also gave a summary following the attendance with the clerk to the Norfolk County Council roadshow on 7<sup>th</sup> November. Topics covered were funding, NDR, highways in general, recycling and education. One of the panel was Tom McCabe – Executive Direct of Community & Environmental Services. He was a knowledgeable speaker and Clare suggested with contact him with a view to giving a presentation at the annual parish meeting. All agreed, Mike to contact him.

**Litter warden** - none

**Footpath warden** – no report given although the council was informed that Runhall Church footpath had now been ploughed up.

### **Highways;**

1. Highways tour – no further update available. Mike to request an update from Bob West. A lot of our requests were on the 'waiting list' and would be actioned when funds and/or resources were available.
2. Milestone on Mattishall Rd. – Norfolk County Council had been requested to move the milestone back to avoid potential damage. Clerk to write to Norfolk County Council.

### **Finance;**

1. Cheque payment; Clerk –expenses for notice boards £28.73 was agreed and signed.
2. Bank Signatories – Peter to contact Barclays with a view to removing Trevor Curson and adding Simon Guest as a signatory.
3. CIL payment – Clerk informed council that a CIL payment of £234.11 had been received.
4. Mike informed the council that Welborne Village Hall was changing it's booking and payment procedures so an annual hire cost in advance would be required to be paid – this would need to be included in this year's budget.

### **Correspondence;**

Clerk to continue forwarding electronic information received. Items since last meeting; Weekly listings of new and decision planning applications from South Norfolk Council, Police Connect messages, Your PCC news update, OP Randall Rural Crime Newsletter and road closure notice.

1. Allotments - Runhall. Email had been received from Clare Miller from Runhall asking the parish council to consider acquiring further space for more allotments. Clare is awaiting to hire an allotment plot but there are currently none vacant. It was discussed by Cllrs and agreed that this was not a possibility now due to finances, resources and land availability. Clerk to inform Clare of the council's decision and suggest looking at other allotments in the area – Easton and East Tuddenham.

### **Planning;**

1. Applications for consideration; None
2. Any time limited planning issues; None
3. Any planning notifications – emailed prior to meeting
4. Planning issues; None

Items agreed for the newsletter, Mike to draft and circulate for approval.

**Next Meeting – agreed as 17 January 2018**

**There being no further business the meeting was closed at 9:15pm**