

DRAYTON PARISH COUNCIL

Minutes of the meeting of Drayton Parish Council held on Thursday 2nd February 2017 at 7pm in The Pavilion, King George Fifth Playing Field (KGV) Drayton High Rd, Drayton

PRESENT

Mr G Everett – Chairman

Mr J Anderson Mr K Baxter Mr C Binns Mr A Crotch Mrs B Gibson

Mr D Mack Mr K Morgan Mr W Morgan Mr Ray-Mortlock Mr L Wilkinson

Mr J Hall – Parish Clerk

IN ATTENDANCE

7 members of the general public

Cllr Adams – Norfolk County Councillor Drayton & Horsford

Cllr Foulger – Broadland District Councillor Drayton South

The Chairman opened the meeting and welcomed those present. An urgent matter had arisen that the Chairman wished to add to the agenda with the agreement of members. The item concerned the Section 106 agreement for the Manor Farm development and would be taken as additional item 9.6. Agreed.

218. Absence and Apologies for Absence

1. Cllr Brown – apologies received and accepted.

219. Declarations of Interest

2. Cllr Gibson. Agenda item 9.6 Non pecuniary interest. Husband is director of sister company of the land owner.

Cllr Everett declared although he was present at the meeting of the Broadland Council Environmental Excellence Panel, he was not a member of the panel and did not speak at the meeting.

220. Minutes of Meeting Held 1st December 2016

3. The minutes having been previously circulated were signed as a true and accurate record by the Chairman.

221. Public Participation

4. None.

222. Reports

5. County Councillor

Cllr Adams gave a verbal report and advised:-

- He was sorry for the upset caused following the production of his *Intouch* publication in the autumn and would be addressing matters in the next edition, of copy of which he provided to the Chairman.
- The bus route via School Road had been withdrawn by the Council as it was scarcely used. The changes to the timetable had meant more frequent services from the Drayton High Road were now happening. Further discussion were due to take place concerning Pendlesham Drive area routes.
- School parking was a persistent problem and needed support from all parties, especially the schools themselves to ease congestion at peak times.
- The broken streetlight on Fakenham Rd reported to him via a councillor had now been fixed.
- The broken light by the side of Thorpe Marriott Village Hall was still not fixed but various attempts had been made to contact the person responsible. This is a matter that will be pursued.

District Councillor (Drayton South)

Cllr Foulger had provided a written report circulated to members prior to the meeting. (copy attached to the end of these minutes) and updated members:

- Planning application 20170021. The planning officers had no concerns with the proposals.
- Planning application 20170062. Planning officers were likely to discuss some modifications required.

District Councillor (Drayton North)

Cllr Ray-Mortlock gave a verbal report.

- Planning application 20162177 had been approved by the case officer.

Police

PC Hudson gave a verbal update. Crime figures were circulated prior to the meeting. There had been seven crimes reported in January 2017. A new system of reporting crime figures to parishes was to be introduced via the community engagement officer PC Andy Mason.

223. Report from the Clerk

6. The Clerk had prior to the meeting circulated a written report: In response to member's questions advised:

- Request to litter pick Costessey Lane would be forwarded to Broadland District Council.
- Contact details would be updated and placed on noticeboards.
- The staffing matter concerning the Norfolk Pension Fund would be resolved next month.

224. Planning

7. 20162177 – NDR Roundabout Reephams Road has been approved by Broadland District Council.

20170062 – 29 Delane Road. Single Storey Rear Extension.

RESOLVED to support application.

20170021 – 11 Station Road. Erection of 3 Bedroom House & Garage. **RESOLVED** to pass no comment as it was felt that the plans and documentation had insufficient information within them to form an opinion.

225. Finance

8.1 Bank Reconciliations. The Chairman confirmed the bank reconciliations to 12th January 2017.

8.2 Verification of Voucher Process & Approval of Accounts. Signatories confirmed the check and verification. Voucher receipts 126 to 130 and voucher payments 355 to 389. **RESOLVED** to accept income of £697.37 and expenditure of £9,226.89 and petty cash payments of £7.90

226. General Matters

9.1 Uncirculated Correspondence. The list was noted.

9.2 Co-Option of member. **RESOLVED** to accept Karl Smith on to the Parish Council to fill the current vacancy.

9.3 Terms of Reference for the Strategy & Project Working Group. **RESOLVED** to agree the terms with amendments as follows:-

- Remove item 1 under aims and objectives as this was being discussed by the staffing committee.
- Change the word policies to measures.
- Change wording to the following: Review current contracts held by the Council to identify any efficiency savings.

(Copy of amended terms attached to these minutes)

9.4 Harry Cator Event – 9th April 2017. The Chairman provided members with a verbal update. As the date of event was fast approaching it was **RESOLVED** that the working group should have full delegated powers to enable the organisation of the event to proceed as smoothly as possible.

9.5 Foot lighting Responsibilities for New Developments. **RESOLVED** that the Parish Council will not require, adopt, maintain or pay the energy costs for footway lighting on new developments in the parish. In addition DPC requires that the status quo remained for the existing footway lighting in the parish.

9.6 Section 106 Discussions with Developers of Manor Farm.

Broadland District Council have requested a meeting with representatives of the Parish Council to discuss the implementations of the Section 106 negotiations concerning Manor Farm. It was agreed that Cllrs Everett and Ray-Mortlock would attend with the clerk. This was considered to a first stage meeting and no agreements would be made. A report would be provided to the council.

227. Staffing

10.1 To fill vacancy on committee. **RESOLVED** that Cllr Crotch was appointed to the committee.

228. Environment & Highways

11.1 Memorial Seat Policy

RESOLVED not to adopt policy.

11.2 Memorial Seat Request. It was thought that the location of the seat was possibly inappropriate due to traffic concerns and accidents that had occurred in the recent past on that stretch of road. The clerk was asked to contact the applicant and discuss other locations. Cllr Wilkinson to be involved in discussions if required and available.

229. Playing Fields

12.1 Play Area Repairs. **RESOLVED** to accept the quote from Fenland Leisure Products Ltd for the sum of £3,962.92.

231. Exchange of Information

13. Members advised:

- Consideration should be given to producing an action plan for the short, medium and long term.
- The chairman of the planning committee reminded members to read through each application carefully before attending and voting at meetings.
- The chairman advised that the presentation to the winners of the Festive Lights Competition would take place at 6.30pm before the next Parish Council meeting. Light refreshments would be served after the presentations – Clerk to arrange with Partea Hut.

232. Date of Next Meeting

14. The next scheduled full parish council meeting is due on **Thursday 2nd March 2017** at 7pm at KGV Pavilion

233. RESOLVED to exclude the press and public under the Public Bodies (Admissions to Meetings) Act 1960 during discussion of agenda item 16 because of the confidential nature of the business to be discussed.

Meeting closed to Press and Public at 8.29pm and reconvened after a short comfort break at 8.40pm.

Confidential Item

234. Consider Any Actions Following Meeting with County Councillor

16. **RESOLVED** to take no further action.

Meeting closed 8.45pm

DRAYTON PARISH COUNCIL 02 FEBRUARY 2017

1. A well attended meeting of the Safer Neighbourhood Action Panel was held at Drayton Junior School on Wednesday 25 January 2017. Main concerns centred around parking near schools and PC Hudson stated that during the period under review the Police had carried out 28 patrols around schools. He reported that there were no serious problems during the bonfire night period and that the crime figures were very much at the same level as the previous year. He also introduced PC Andrew Mason a newly appointed Engagement Officer who is available to assist with any projects. There was a discussion regarding follow ups after drivers caught by speedwatch and it was confirmed that after an initial offence a letter is sent but further offences would attract action by the Police. It was agreed by the panel that all current and previous and priorities should continue as matters for Police engagement
2. I have planning applications 20170062 29 Delane Road and 20170021 11 Station Road on which I will comment following discussion with the Case Officers.
3. A court case regarding the unauthorised use of a warehouse in Drayton for trading purposes by Hellesdon Leather will be heard on about 20 February.
4. I will report on any planning enforcements received and any late items.

Roger Foulger
Broadland District Councillor, Drayton South
30 January 2017