

DRAYTON PARISH COUNCIL

Minutes of the Annual Meeting of Drayton Parish Council held on Thursday 5th May 2016 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 Blaxter Mr C Binns Mr C Brown Mrs B Gibson Mr D Mack

Mr K Morgan Mr W Morgan Mr V Ray-Mortlock Mr P Stanger

Mr J Hall – Parish Clerk

IN ATTENDANCE

Cllr T Adams (Norfolk County Councillor Drayton & Horsford)

Cllr R Foulger (Broadland District Council – Drayton South)

PC Hudson

1. Election of Chairman of the Council and Declaration of Acceptance of Office

Cllr Everett was nominated and was happy to hold this position.

RESOLVED Mr Graham Everett holds the position of Chairman.

This was accepted by Cllr Everett who completed the Declaration and Acceptance of Office.

2. Election of Vice Chairman

Cllr Stanger was nominated and was happy to hold this position.

RESOLVED Mr Peter Stanger holds the position of Vice Chairman.

This was accepted by Cllr Stanger.

3. Apologies and Acceptance for Absence

Cllr Wilkinson- apologies received and accepted.

4. Member's Declarations of Interest and Dispensations

Nothing further was declared beyond those interests already included on the register of member's interests.

5. Outgoing Chairman's Report 2015/16

The report had been circulated prior to the meeting was noted by those members present. A copy is attached to these minutes.

6. Reports

The Bob Carter Centre - report received and noted.

Draituna Trees – report received and noted.

Drayton Village Hall – report received and noted.
Thorpe Marriott Village Hall – report received and noted.

7. Appointment of Cheque Signatories

RESOLVED signatories are Cllr’s Anderson, Everett, W Morgan, Stanger & Wilkinson.

8. New Standing Order:

RESOLVED to adopt new standing order:

4. e Standing committees shall have no more than 7 members appointed with the exception of the staffing committee which shall have no more than 5 members appointed.

9. Changes to Standing Committee Structures.

RESOLVED to :

- Merge Highways and Environment & Amenities Committee in to Environment & Highways Committee.
- Change name of Finance & Administration Committee to Finance & General Purposes Committee.
- Dissolve the Communications Committee and transfer their responsibilities to Finance and General Purposes Committee.
- Change the status of the Risk Committee to a working group.

10. Appointment of members to standing committees and election of the Chairman and Vice Chairman of standing committees.

Standing committees shall have no more than 7 members appointed with the exception of the staffing committee which shall have no more than 5 members appointed

Standing Committees

RESOLVED committee members as follows:

Environment & Highways

Cllr K Morgan (Chairman)

Cllr Anderson

Cllr Mack

Cllr Stanger

Cllr Everett (Vice Chairman)

Cllr Binns

Cllr W Morgan

Finance & General Purposes

Cllr Everett (Chairman)

Cllr Gibson

Cllr W Morgan

Cllr Wilkinson

Cllr Blaxter (Vice Chairman)

Cllr K Morgan

Cllr Stanger

Planning
Cllr Gibson (Chairman) Cllr Wilkinson (Vice Chairman)
Cllr Everett Cllr Mack
Cllr K Morgan Cllr W Morgan
Cllr Ray-Mortlock

Playing Fields
Cllr Stanger (Chairman) Cllr W Morgan (Vice Chairman)
Cllr Anderson Cllr Brown
Cllr K Morgan Cllr Ray-Mortlock
Cllr Wilkinson

Staffing
Cllr Gibson (Chairman) Cllr W Morgan (Vice Chairman)
Cllr Blaxter Cllr Stanger
Cllr Wilkinson

11. Appointment of members to working groups and panels

RESOLVED working group members as follows:

Harry Cator Event
Cllr Binns Cllr Everett
Cllr Gibson

Risk Assessment
Cllr Binns
Cllr Brown
Cllr W Morgan
Cllr Ray-Mortlock
Cllr Stanger

It was agreed to consider reinstating the Burial Ground Working Group at the next meeting in June.

Grievance & Disciplinary
Cllr Stanger (Chairman) Cllr Binns
Cllr W Morgan

Appeals
Cllr Wilkinson (Chairman) Cllr Blaxter
Cllr Everett

12. Appointment of members to outside local bodies and groups

RESOLVED to appoint / ratify members as appropriate:

Airport Consultative Committee
Cllr Wilkinson Cllr Gibson (Substitute)

Bob Carter Centre
Cllr Binns
Cllr Everett
Cllr K Morgan
Cllr W Morgan
Cllr Ray-Mortlock
Cllr Stanger

Drayton Village Hall
Cllr K Morgan

NALC
Cllr Ray-Mortlock

Thorpe Marriott Village Hall
Cllr Anderson

13. Minutes of the meeting held 7 April 2016

The minutes, having previously been circulated, were approved and signed by the Chairman as a correct record.

14. Public Participation

No representations made.

15. Reports from:

County Councillor (Drayton & Horsford)

Cllr Adams provided a verbal report.

- NDR- the closure of Drayton Lane was creating peak queues on Holly Lane junction with Reephams Rd. Highways are investigating if there are any mitigation solutions that can be introduced. Warning signs have been placed on the Highway to advise motorists.
- Appointment times at Horsford doctors (the partnering practice of Drayton doctors) was due to a GP being on maternity leave and awaiting a new GP to start. Some patients have been referred to Horsford from Drayton.

Several Highways issues were advised to Cllr Adams including damaged bollards outside Drayton Infant School, missing speed sign at bottom of Hall Lane and sink holes at the top end of Carter Rd. The Clerk advises these issues will be logged with Highways.

NCC have provided data that proves that overnight switching off of streetlamps has not increased accidents or crime rates in those areas affected.

District Councillor (Drayton South)

Cllr Foulger had provided a written report circulated to members prior to the meeting and also advised:

- BDC officers have no concerns regarding the planning application for 22 Hurn Rd 20160664. The application for 29 Drayton Lodge Park 20160645 has been withdrawn.
- The next SNAP meeting will be on 11th May 2016 at Thorpe Marriott Village Hall. All were encouraged to attend to suggest policing priorities for the parish.

District Councillor (Drayton North)

Cllr Ray-Mortlock advised he had nothing to report.

Police PC Hudson

PC Hudson gave a verbal report. Crime figures were not available prior to the meeting due to a continued illness in the administration department. Reported crimes for the period was 6, down from 12 in the comparable period last year. Tesco had reported some alcohol theft which it is thought to be the work of an organised gang targeting Tesco stores in Norfolk. The Zig Zag lines which have been extended on School Road outside Drayton Infant school are having the desired effect. A meeting had been held as part of the Healthy Living Scheme to encourage children to walk & cycle to school. The group has representation from local schools, the community safety manager and the police. The next meeting is on 9th June 2016. The Speedwatch team is just one member short to enable training to start.

16. Clerk's Report

The Clerk had prior to the meeting circulated a written report and in addition advised:

- Two thank you emails had been received from Age Concern Norfolk for the Council's donation to the charity and from a resident who had been assisted by Helen Jones at Longdale after their dog had been attacked.

17. Planning

17.1 20160664 – 22 Hurn Road. Replacement Porch to Front.

RESOLVED to support the above application.

20160645 – 29 Drayton Lodge Park. Single Storey Rear Extension. This application had been withdrawn.

18. Finance

18.1 Bank reconciliation. The Chairman confirmed the bank reconciliations to 31 March 2016.

18.2 Approval of Accounts. Voucher receipts 1 to 16 and voucher payments 1 to 29.

RESOLVED to accept income of £776.00 and expenditure of £10,979.68

19. General Matters

19.1 Uncirculated correspondence items. The list was noted.

19.2 Equal Opportunities Policy. **RESOLVED** to approve policy.

20. Playing Fields

20.1 Committee meeting held 21 April 2016 noted. The minutes having previously been circulated were agreed by the committee members present, subject to an alteration to minute number 5 to read *RESOLVED to operate opening times, to allow for continuous bookings to avoid gaps.*

Replacement floodlights.

RESOLVED to:

- recommend to accept quote from TT Jones Ltd for LED floodlight replacement at a total cost of £9,734.40
- to instruct Des Mack to removal soil bank at rear of 3G surface at a cost not to exceed £600.
- fund project using reserve fund earmarked for LED floodlights of £2500 with the balance of monies to be taken from reserve fund earmarked for play equipment renewals.

21. Environment & Amenities

21.1 New noticeboard for Longdale Pavilion. **RESOLVED** to purchase noticeboard at a cost of no more than the Community Infrastructure Levy (CIL) received of £706.90 The clerk will liaise with Cllr Stanger to agree size and location of board.

22. Exchange of Information

- It has been noted that some bags of clothing are being left on the verge at Longdale. The clerk will investigate and deal accordingly.
- Sink holes at top end of Carter Rd have not been repaired. NCC are aware.
- The fencing issue near the pond at Suter Drive had still not been resolved. Broadland District Council are trying to contact the landowner.
- It was noted that the helicopter crash in the North Sea was an A22 Super Puma which are the same type of aircraft that fly from Norwich Airport. All Super Pumas were grounded pending further investigation.
- The Chairman thanked all those councillors who attended the Celebratory Tea in Drayton Village Hall on 23rd April 2016.
- The planning decision concerning the housing development at Royal Norwich Golf Course has been delayed by BDC planning committee.

23. Dates of Scheduled Parish Council meetings

RESOLVED to meet every first Thursday of the month. The next meeting will be on Thursday 2nd June 2016 at 7pm.

24. To consider holding an additional meeting of the Parish Council on 19th May 2016.

The Clerk advised that he has to attend a CiLCA training event in the evening on the 19th May 2016. It was agreed to hold an additional meeting of the council on Thursday 26th May 2016 at 7pm.

Meeting closed 9.29pm

Chairman's Report 2015/6.

The past year has been a challenging one for the Parish Council and began by welcoming Chris Binns as a new Councillor, William Morgan back on to the council and Jackie Orford as the new clerk. As the Parish Council had been without a clerk for a long period there was a considerable amount of work to catch up on. Jackie made inroads into this but unfortunately for the council, Jackie decided to return to her previous role at the UEA in August as they had been unsuccessful in replacing her. I know the whole council would wish to place on record their thanks and appreciation to Jackie for all her hard work through a very difficult time.

Once again the council was without a clerk until Jonathan Hall joined us in September along with Ken Owen, as financial administrator, both coming from Hellesdon Parish Council. I would like to personally thank them both for their hard work since joining Drayton PC and for the long hours they have put in trying to catch up on the outstanding issues. There is still a considerable way to go to get the Council to where we should be but we have made some progress.

The Parish Council also welcomed Kevin Blaxter as a new Councillor later in the year.

The work on the NDR has finally started and it is hoped that the road will be fully opened by Christmas 2017. The amount of progress that has already been made can clearly be seen as you drive along the main roads as you enter and leave Norwich. There will be some short term effects on Drayton as Drayton Lane North between Reepham Road and Holt Road, Horsford has now been closed, this will reopen later with a whole new stretch of road that removes the dangerous bends.

As part of the requirements for approval for the NDR, measures have to be taken in various locations including Drayton to try and mitigate against additional traffic using Drayton as a shortcut to the Southern Bypass. Norfolk County Council are working on a scheme for Hall Lane to address this and depending on resident's responses they might also carry out measures to reduce rat running through Carter Road and George Drive. It is proposed that the whole length of Hall Lane will have a 30 MPH speed limit. There will also be a mini roundabout at the junction of Hall Lane and Drayton Lane South. Special thanks must also go to local resident Les Gray for working relentlessly with the Parish Council to ensure a roundabout will be installed at the junction of Reepham Road with Drayton Lane South, which has been the site of many accidents over the years.

Going forward further details on the Manor Park housing development off Hall Lane should be known shortly. The Drayton Neighbourhood plan is in its final stage and will come to the referendum vote in a few month's time. I would encourage all residents to support this with a "YES" vote as having this plan adopted means it has considerable legal importance in any

future housing development also providing significant benefits to the community and environment.

Flooding on School Road especially between the Barclay's Bank and the Red Lion Public House has continued to be an issue so hopefully the major works that are planned to be carried out later this month will go some way to alleviate the problems.

On Saturday 11 June 2016 the Parish Council will be hosting a celebratory tea in the Village Hall on Pond Lane between the hours of 3.00-4.00PM to mark celebrations of the 90th Birthday of HM Queen Elizabeth II. The tea will be held in conjunction with St. Margaret's Church annual fete on the same day.

Looking further ahead to 9th April 2017 the Parish Council is working with Broadland District Council to hold a special event in the village on this day to commentate the 100 year anniversary since Drayton resident Harry Cator's heroic actions earned him the Victoria Cross medal.

On a personal note Jill and myself will be attending the Royal Garden Party at Buckingham Palace in May as part of the Norfolk representation chosen from approx. 300 councils across the County. It will be a privilege and honour to attend.

Broadland District Council held their first Community at Heart awards event in October 2015 and Drayton resident James Morrison won the 'Young Person of the Year' award. It was an honour to be at this event and see him presented with his well deserved award.

I would like to thank our District and County Councillors for their support through this past year and special mention and thanks must also go to our local Police Beat Manager PC Andy Hudson who has worked very hard to keep Drayton a safe place in which to live. PC Hudson is a very visible presence in Drayton and he is always willing to help to support community events and advises on matters and makes a special effort to attend the Parish Council meetings.

Having only joined Drayton Parish Council in February 2014, I would like to thank the council for supporting me when I become Chairman in May 2015, just over a year later. There have been many changes within the Council and I am sure there will still be more, but I firmly believe the Parish Council is moving in the right direction for the benefit of the parishioners we represent.

Graham Everett - Chairman Drayton Parish Council.
April 2016

Bob Carter Memorial Centre

Chairman's Report for Year to 31st December 2015

This was a highly successful year with usage from all income streams meeting or exceeding expectations other than squash. This reduction is disappointing as there has been a renaissance in the participation of this sport in the Centre over recent years and hopefully this is a temporary feature. Overall, there was a surplus of £6153 for the year after depreciation of £5077 was taken into account.

During the year, air-conditioning was installed in the main function rooms and the benefits from this are clearly apparent. Additionally, new lighting was installed in reception.

The Management Committee has plans in place to introduce new external signage, installation of a new central heating boiler and a complete revamp of the reception area. This is a major investment to improve facilities and the environment for users.

Finally, my thanks go to Mr Halliday and his staff for their enthusiasm and professionalism exhibited throughout the year to maintain the Centre as the major leisure centre in the area.

Jeff Anderson

Chairman

April 20th 2016

DRAITUNA TREES

ANNUAL REPORT 2016

Littlewood

Last spring and summer we continued removing masses of nettles and brambles so that young trees were not choked. We also cleared vegetation from driveway fencing and reduced height of some more established trees alongside this fencing.

In August during school Summer holidays we held a fun day together with Norwich Fringe Project. Due to very high winds it was held around the pond. Children did pond dipping and made dreamcatchers.

We returned in October for a general clear up and with some school children and parents.

In autumn and winter we cleared mainly bramble alongside the fence (alongside Littlewood houses) so that new planting could take place.

March 2016 – we had another day at the pond which included “Clean for the Queen” to mark her Majesty’s 90th birthday.

On 27th April we added both steps and a slope on one of the paths which was dangerous when wet.

Valerie Sabberton

Valerie has tidied the alder bed on the Florence Carter play area and added some more plants. She has also kept an eye on the border around the KGV pavilion to help keep it tidy.

Joy has watered newly planted trees at the KGV in the dry months.

Sara Atchoarena – Chair of Draituna Trees

DRAYTON
VILLAGE HALL
COMMITTEE



Registered Charity No. 287201

March 2016

Chairman's Annual Report 2015

The Hall has had a more stable year, with no big changes to lettings, our booking secretary, Margaret Wright, continues to promote the hall and fill sessions whilst maintaining availability for our regular hirers. This combined with some very successful fundraising efforts, and continued pressure to reduce bills has resulted in our financial position being less hard to manage than feared at the time of the last AGM.

The notable fundraising events include the 101 Club, which currently has 76 members and will have raised over £500, the Wedding Fayre and VJ Celebrations both of which made a profit as well as opening the hall for the community of Drayton. This would not have happened without the drive of Mr & Mrs Dix, who have inspired and pushed the committee forward in arranging these events.

Your committee has continued to run Jumble and Collective sales, monthly coffee mornings and the monthly Book and Jigsaw Bring and Buy. These events continue to be popular and also contribute to the costs of running the hall.

The committee has also met on a regular basis to manage the work of the hall. I would like to thank members for their unstinting support which enable the hall to continue. Thanks are also due to the regular supporters, who serve, sell, clean and help in so many ways. The committee continues to be supported in its work by our Secretary, Marjorie Bunn. The recent death of Sidney Bunn, Marjorie's husband, will be a great loss personally and to the community of Drayton. Our thoughts are with Marjorie at this time.

I remain concerned that like me, our committee is a year older than when I prepared my last report and that we have gaps not filled. I would ask all friends of the hall to encourage supporters or residents to step up for the future of the hall.

The committee will continue to press forward with maintenance and improvements to the hall and rebuilding finances, continuing to seek grant aid for larger projects (e.g. flat roof replacement) with generous support from local bodies and individuals helping to defray expenses to enable the Hall to meet its aims.

Peter Sergeant
Chairman Drayton Village Hall

Thorpe Marriott Village Hall – Annual Report to Drayton Parish Council 2016

We've had a successful year at TMVH, being able to fund the upgrade the CCTV system and purchase a scrubber dryer to protect the hall floor which was resurfaced the previous year.

The good news is that the hall is currently paying its way through bookings income, although we face challenges going forward. We need to retain our existing regular hirers and attract new bookings, as well as absorb the cost of the introduction of the National minimum wage. We have been looking at new ways of increasing our income, and have recently installed a noticeboard for local people to advertise either their business or items for sale, for a small fee.

Our focus this coming year is on the upgrade of the toilet facilities which are shabby, and we have a grant application in with Veolia which is currently being considered. If we are not successful in achieving the grant funding, we will need to undertake the work from fundraising, and complete the works in stages.

Our thanks go to both Taverham and Drayton Parish Councils who have continued to support the Thorpe Marriott Village Hall committee, and to Chris Hall of TM Property Management who continues to allow us to have bottle and textile banks in the Acres Way car park, providing invaluable income for the hall

Many thanks once again for supporting Thorpe Marriott Village Hall

Mandy Marshall
Chair TMVH

DRAYTON PARISH COUNCIL 05 MAY 2016

1. I have planning applications 20160664 for 22 Hurn Road and 20160645 for 29 Drayton Lodge Park on which I will comment.
2. Just a reminder that the next meeting of the Safer Neighbour Action Panel will be held on Wednesday 11 May at Thorpe Marriott Village Hall commencing at 7.00 p.m. Residents are cordially invited to attend.
3. I will report on enforcement notices in the usual way.
4. Any late items will be reported on the night.

Cllr Roger Foulger
Broadland District Councillor, Drayton South
03 May 2016

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