

Wacton Parish Council

Minutes of the meeting held in Wacton Village Hall on Wednesday 5th October 2016

Present: - Chairman Tony Rowson, Councillors Calvin Goreham, Gary Mulhall, Rene Rowson, Rita Day and Peter Jacques. Clerk Suzie Mulhall, District Councillors Kevin Worsley and Des Fulcher and 5 members of the public also attended.

1. To consider apologies for absence: -

Apologies from Alison Thomas - Holiday

2. To receive any disclosures of interest: -

Peter Jacques on item 13e

Des Fulcher on item 11

3. To approve and sign the minutes of the meetings held on 7th September 2016: -

Cllr Rita Day stated an item regarding '*Internet Banking*' was missing from the minutes, The clerk listened to the recording and noted that '*Cllr Gary Mulhall reported that he had been to HSBC and enquired whether the Parish Council can do online banking. HSBC informed him that we can as a Parish Council and also have multiple signatories using either key codes and/or card machine. Also Gary stated that the paperwork regarding the log-in for online banking received from the previous clerk and chairman did not work. Cllr Calvin Goreham stated that he may know how to decipher the paperwork*'. Cllr Rita Day also stated that she thought the authorisation of cheques section on page 2 was not clear enough, she stated that they used to have a type of spreadsheet each month. Cllr Gary Mulhall stated and showed Rita that she has a financial consolidation sheet and also had one last month in her pack. Gary stated that he will email her with last months copy. **Minutes were approved and signed.**

4. To co-opt a new councillor: -

No applications received.

5. To consider matters arising from the last minutes (for information only):-

Cllr Peter Jacques stated that the northern end of the pond on the green has been cleared and the stumps have been poisoned and the cost of the clearance came in almost £100 less than agreed amount.

There is also some leftover debris to be cleared away as soon as possible.

6. To receive a report from the District Councillors: -

Cllr Des Fulcher reported that he is catching up with 3 weeks of information, that he has missed due to a technical issue. Des also reported that he went to a scrutiny meeting at South Norfolk House where predominately the topics were concerning the waste changes and that they are progressing. Des also stated that the next local 'Reuse & Recycle' event will be held in Hempnall in early December. Des has contacted Joe Webb from SNC to try hold an event in Long Stratton.

Des also reported that a 3G artificial pitch is being installed behind the leisure centre in Long Stratton, it is being jointly funded by The Football Association and SNC. It can be used for a number of sporting activities.

Cllr Kevin Worsley reported on the boundary reviews stating that there are variances of over 10% in the number of electors and the next phase of consultation will be from 8th November 2016, with the final decisions on 14th March 2017.

Kevin reported that the 'Autumn Leaf Clearance' is due to start and if there are any areas we would like the team to visit to contact - litterpick@s-norfolk.gov.uk

Kevin reported that the 'Community Repair Hub' will be at Costessey's Breckland Hall on 10th October 2016 between 10am and 2pm. Broken items can be repaired by 'qualified repair volunteers' who can also teach you how to fix them. Items can include small electrical items, bikes, indoor & outdoor furniture, textiles and clothing. Also workshops are available, for further details contact - jwebb@s-norfolk.gov.uk

Kevin reported the 'Clerk Awards' has now started and if you wish to enter your clerk you need to do so before 21st October 2016.

Kevin also reported that the 'Community Pub of the Year' award ceremony will be on 10th October 2016, the venue has changed from South Norfolk House to The Crown Inn, Pulham.

7. To receive a report from the County Councillor: -

No report from Cllr Alison Thomas, however any issues can be emailed to her.

8. To receive a report from the Tree Warden: -

Cllr Peter Jacques reported that the planning application for reduction in height of 5 trees on the property of Yeoman Cottage has been withdrawn. The clerk informed Peter that an email recently received stating that an application in our parish is on an agenda of the Development Management Committee regarding the removal of the trees, is to be held on 12th October 2016 at South Norfolk House. The clerk will email Peter the information.

9. To receive a report from the Footpath Warden: -

Foot path report previously received from Christine Goreham on 2nd October 2016 and emailed to all councillors new email addresses. Christine stated that she has met the new warden from Long Stratton and Jim Sherry.

Chairman Tony Rowson reported that Haytons Lane, from Blyth Green Park to the common is a restricted by-way and that Haytons Lane is very overgrown. Humphreys has been asked to supply a quote for cutting and clearance.

Christine also reported that her risk assessment needs to be signed off.

10. To receive a report from the Village Hall:-

Cllr Peter Jacques reported that the 'Sliver Surfers Computer Club' may have a problem to continue when the grant expires in 2017 as numbers are low. Cllr Calvin Goreham explained that the Village Hall is out of pocket as the club only takes approx £25/30 a month. Also the broadband facility may be lost. Cllr Kevin Worsley stated that he would look into further possible funding.

Peter also reported that the social club has had a drop in numbers attending.

11. To consider request from Wacton Social Club: -

Chairman Tony Rowson read out a letter from Mark Hardwick, treasurer for the Social Club, requesting permission to erect a marquee on the village green for a firework event on 19th November 2016. [Previous verbal request was for event to be held on 4th November 2016].

Cllr Calvin Goreham informed that the marquee is Village Hall property and the request to use it must be directed towards the Village Hall Committee not the Parish Council. **Chairman Tony Rowson stated car parking on the green may be allowed, weather permitting.**

Cllr Rita Day asked Richard Moss [Social Club chairman] whether a risk assessment has/will be taken. Cllr Des Fulcher responded that there will be an exhaustive risk assessment as he will be in charge of the firework display in Christian Taylor's field. Also all insurance will be dealt with. [Des is also qualified in pyrotechnics].

Richard Moss requested the use of the Village Hall toilets on the night. Cllr Calvin Goreham stated that request must be made in writing and stated if permission was granted a member of the Social Club Committee will have to be stationed inside the Village Hall at all times, Calvin also suggested that the Social Club request the use of the car park to help ease traffic and parking issues.

All councillors agreed that Wacton Social Club can erect a marquee on the village green.

12. To consider Planning Applications: -

None were received.

13. Correspondence:-

- a. **Dementia Event 20th October** - Cllr's Rita Day and Rene Rowson to attend at the Costessey Centre. Christine Goreham stated that SNC also hold an 'Older People's Forum' and the next one will be on 19th October 2016 at 10am.
- b. **Traffic Air-Tubes - Data report** - Clerk read out the report, Cllr's requested an email to be sent to request a 2nd placement along Hall Lane. Cllr's stated that no consultation was taken on 1st placement in July/August 2016.
- c. **DCLG Consultation -Precept Proposal** - Cllr Gary Mulhall was volunteered to read the technical consultation paper and advise the other councillors. Consultation ends on 28th October 2016.
- d. **Reuse & Recycling Event 17th October 2016** - Event will be in Hingham, Chairman Tony Rowson will collect any items villagers wish to be taken for reuse and also acquire anything deemed useful for Wacton as a village.
- e. **All Saints Church - Annual Grant Request** - Email received from Linda Mills, treasurer of Parochial Church Council, requesting a grant of £700 for the upkeep of the churchyard. **All Cllr's agreed that same amount will be granted. Cllr Peter Jacques abstained from voting.**
- f. **Town & Parish Clerk's Consultation** - Clerk will attend on 1st December 2016 at South Norfolk House.

14. Authorisation of cheques: -

Cheque requested by Cllr Calvin Goreham on September 13th 2016 for £80.28, payable to Pat Reynolds for phone bill.

Previously AUTHORISED

a. John Service - Pond Clearance	£157.20
b. SLCC Membership - Fee	£53.00
c. Norfolk Parish Training & Support - Clerk Networking	£5.00
d. Suzie Mulhall - Salary, Stationary & Mileage	£356.68

15. To receive reports and discuss any on-going matters: -

- a. **Joint Event Committee** - Once again it was raised as to whether a joint committee between Village Hall, Social Club and Parish Council could be viable. It was put to Richard Moss [Social Club Chairman], who asked what types of events. Chairman Tony Rowson replied any type of event and also stated having a joint committee would hopefully avoid any conflict of interests. A member of public suggested a possible subcommittee. **No decision was made.**
- b. **Computer Update** - All cllrs gave their opinion on which type of system would be beneficial [Microsoft or Apple] if the current clerk was ever replaced. A member of public stated that as the current clerk is the one to use it surely it is her decision on which type of system that she is comfortable with. **All councillors agreed to a £500 limit and the clerk purchase the hardware. The old laptop will then be cleaned and will be then used by the chairman.**
- c. **Website & Facebook** - Cllr Gary Mulhall reported that the new website is now up and running, along with a Facebook page. Gary requested that if any of the other councillors wanted something placed on either the website or Facebook to email it to him. Website address is wactonpc.org.uk
- d. **Banking Issues** - Cllr Gary Mulhall reported that HSBC had lost the mandates that were handed in to them both in July and August. This meant that the progress of setting up the online banking was hindered and Gary was not on the cheque signing list. This has now been sorted and Gary is waiting for access codes to be sent out to proceed.
- e. **Children's Party & Boxing Day Meal** -
 - a. There was some confusion with the social club, as they assumed that they were hosting the children Christmas party. The party will be organised by Cllr Rene Rowson and colleagues. The party will be held either on 10th or 17th December 2016, subject to Village Hall availability. There are still existing funds remaining to use for the children's party, the clerk will check the amount available.
 - b. Chairman Tony Rowson's idea of a Boxing meal for the elderly and lonely is proving to be difficult obtaining any information on the people that could attend due the Data Protection Act. Cllr Gary Mulhall and the clerk will investigate to see if they can proceed any further.
- f. **Update on Wacton Footcare** - Cllr Rita Day has put flyers out to all households regarding the set up of a foot care specialist. Rita stated that she has had a number of responses to use this service. Rita also reported that although she is co-ordinating the set up and introductions to the specialist, she will not be the responsible person and will have no accountability. The specialist and the clients will have the contract between themselves. The specialist will hold the relative insurance and the contract to hire the Village Hall.
- g. **Update on BT Phone Box** - The consultation period has expired and the phone box is on a removal list, however the Parish Council can still adopt the box if wishes to do so, ideas to use the box as a book swop or to hold leaflets was discussed, these were vetoed. A member of village has requested a desire to purchase the phone box and have it place on their property. The clerk will email the request on their behalf.
- h. **Replacement of Notice Boards on Triangle** - The notice boards on the triangle were in need of attention, Cllr Gary Mulhall has removed 2 boards and is in the process of replacing them, and

repainting the frame. It was discussed as to whether 4 notice boards is excessive. **All cllrs agreed it was and Gary will remove the 2 facing Church Road.**

- i. Update on Disability Items** - Cllr Rene Rowson reported that the Parish Council now have 2 sets of adjustable crutches, 1 wheeled zimmer frame, 1 foldable self propelled wheelchair, 1 fixed framed self propelled wheelchair and an adjustable toilet seat. All of these items are available **free** to residents of Wacton.
- j. Update on Sextons Wheel** - Chairman Tony Rowson reported that Linda Mills of the Sextons Wheel has agreed to Wacton having their own page inside the booklet. This can be used by the Parish Council, Village Hall and the social club. This is to help promote the village.
- k. Update on Shed** - Chairman Tony Rowson reported that due to time restraints the new door for the shed has not been replaced as yet. This will be done as soon as possible. **Cllr Peter Jacques agreed to continue to store items at his property, along with items also stored at the Chairmans property.**

16. Matters raised by councillors and members of the public (for information only):-

Cllr Rene Rowson asked the district councillors if SNC were taking it over and doing the repairs on the swimming pool at Long Stratton High School. The councillors were unsure of all the details and stated that Steve Goddard at SNC would know more. Also, Rene stated that the Parish councillors might come up with ideas to help expand the 'Sliver Surfer Computer Club'.

Cllr Gary Mulhall reported that the flower bins are being tidied up with fresh flowers. Also a thank you letter has been sent to Ros and David of Crossways for taking over the 2 flower trays on the railings to The Green.

Chairman Tony Rowson reported that some councillors and the clerk need to go on a health and safety training course.

A member of the public stated that some people are using the red dog waste bins to put in carrier bags full of waste from their gardens. It was suggested that an article could be placed in the Sextons Wheel reminding people that the red dog waste bins are for dog walking waste only. Dog waste from gardens can be placed in the black rubbish bins supplied by SNC to every household.

A member of the public stated that gravel has now been placed on the roadway on the common.

A member of the public raised a question regarding the information from the traffic air-tube data, that as there are more cars using Hall Lane, will it mean the road will be upgraded. Cllr's stated most properly not, however the question will be asked by the clerk in the email regarding the 2nd placement of air-tubes.

17. Items for next agenda:-

Co-op the Village Hall and Parish Council to organise the 'Sliver Surfers Computer Club'

BT Phone box

Traffic Air-Tubes

18. Date of next meeting:-

Wednesday 2nd November 2016