

Forncett Parish Council
Minutes of the meeting of the Parish Council
held at Forncett Village Hall on Thursday 15 October 2015 at 7.30pm.

In Attendance: Cllr B Frith (Chairman) Cllr B Humphreys, Cllr A Coleman, Cllr G Barnes, Cllr G Gale
Parish Clerk Anne Rayner
County Councillor Bev Spratt
6 members of the public

1. **To consider apologies for absence** – Apologies were received and accepted from Cllr. Bowers. District Councillor Barry Duffin also sent his apologies.
2. **To receive any declarations of interest** – None to declare.
3. **To approve the minutes of the last meeting (17th September 2015)** – The minutes were approved without alteration and signed as correct by the Chairman.
4. **To consider matters arising from the minutes (for information only)** – Cllr Coleman asked if the planning approval had been checked for the barn at the property on Mill Rd. Brian confirmed that planning permission was granted for this in 2011.

To consider a motion to suspend the meeting to allow members of the public to speak, including reports from District and County Councillors.

District Councillor Spratt advised that there has been a recent programme dedicated to filling in pot holes, so several should have been dealt with around the village. He also passed on his congratulations to the parish council for the completed parish partnership programme, resulting in the new paths near the school. Highways are to lose a further £3 million from their budget next year and lots of schemes are being considered, including a reduction in verge cutting. There being no further comments, the meeting was resumed.

5. **To consider planning applications** – None to consider. The Chair reported that South Norfolk Council have advised they are to pay £792.00 under the Community Infrastructure Levy scheme. The parish council would need to spend this money within 5 years on “the development of their area by funding the provision, improvement, replacement, operation or maintenance of infrastructure or anything else which is concerned with addressing the demands that new development places on an area”.
6. **To hear planning decisions from South Norfolk Council:**
 - a) 2015 / 1887 The Last Homely House, Tabernacle Lane – approved
7. **To consider any correspondence**
 - a) **Letter from PCC re maintenance and Remembrance Day wreath** – The PCC have asked for a donation to cover some of the costs of the churchyard maintenance. This was unanimously approved. The PCC are also appealing for volunteers to help with churchyard maintenance. It was also agreed to make a small donation to the Royal British Legion, in advance of Remembrance Sunday.
A report has recently been received from our tree warden Robert. Robert has attended two meetings lately, the first at South Norfolk Council to hear changes about the tree warden scheme. The tree warden scheme will, in the future, become a self-governing and self-directing body. Busseys of Norwich will sponsor the scheme and SNC will continue to provide

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administration support. Robert also attended a meeting at the East Anglian Tree Warden Forum, where the main topic was the issue of ash dieback. Unfortunately, the current estimate is that the UK will lose 95% of the 2.2 billion trees across the country. However, the message is that it is important that the community does not start felling ash trees as the disease appears more rife under certain conditions and scientists across Europe are working hard on the development of new strains of ash. Thanks go to Robert for his work on this.

8. To receive the RFO report and consider the approval of the following payments:

Ch. No.	Amount	Payee	Notes
100048	£245.29	A Rayner	October salary
100049	£287.44	Forncett PCC	Churchyard Maintenance
100050	£25.00	RBL Poppy Appeal	Donation
100051	£15.00	Norfolk ALC	Transparency briefing

Income received: £200 Recycling grant, £6000 precept payment, £1769.50 Speed awareness machine grant. Taking all payments into account, the account balance is £26541.33 (this includes £13050 funds for the village hall and £1831 in the defibrillator fund). All payments were unanimously approved.

- 9. To consider co-option of a new councillor** – Brian introduced Dawn Welsby, who had indicated an interest in serving on the parish council. Dawn gave a brief summary of why she was interested in the position and parish councillors unanimously agreed that Dawn be co-opted onto the council. Dawn signed her declaration form and was given a copy of the code of conduct and the register of interests to complete. Welcome to the Parish Council.
- 10. To consider projects for the parish partnership scheme 2016 / 17** - Norfolk County Council have confirmed that the parish partnership scheme will run again in 2016/17, with an additional element of an option to pay £300 for dedicated sessions of pot hole filling. Brian asked Councillors to consider ideas to bring to the November meeting.
- 11. To hear information from the Transparency briefing session.** – The clerk gave a brief summary of the transparency guidelines, following a briefing session at County Hall. This applies to all councils with a turnover of £25000 or less and the intention is that it will eradicate the need for an external audit (although this will only take effect from 2017 onwards). The parish council is required to make certain information available on a website, within certain deadlines. To ensure they can do this it has been necessary to set up a dedicated parish council website, which will link to the excellent village website. The new site can be found at: forncettparishcouncil.norfolkparishes.gov.uk. The parish council agreed to reclaim the additional training and staff time costs via the transparency fund.
- 12. To consider a budget setting working party meeting** – Brian advised that it will soon be time to agree the precept for 2016/17 and it would be helpful to have a working party to go through the budget thoroughly, before presenting recommendations to full council. It was agreed that Cllrs. Frith, Humphreys and Barnes and the clerk will meet at a time to be agreed.

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- 13. To hear a brief summary of the Chairmen's meeting at South Norfolk Council** – Brian reported that he had attended a Chairman's meeting at South Norfolk Council, mainly to hear about a forthcoming boundary commission review which will be taking place before the next general election. This will include Parliamentary constituencies, County Council boundaries, District Council boundaries and also parish councils. Parish councils were asked to consider if there were any boundary anomalies within their parishes and also if it may be appropriate to merge with suitable neighbouring parish councils, although leader of the council, John Fuller, stressed that this would be entirely voluntary only and no-one would be forced to merge. Within the review consideration will be given to how many constituents Councillors represent as, due to high growth in some areas, this varies significantly.
- 14. Update on ongoing matters and outstanding issues**
- a) Village sign** – The sign just requires painting and can then be replaced.
- b) Village Hall** - No report provided.
- c) Highways and Public Rights of Way** – Cllrs Coleman, Barnes and Humphreys all attended the official "opening" of the new pathways near the school. Brian also reported that the remainder of the pathway on Long Stratton Road, in front of the new Orchard Homes development, should be replaced soon. South Norfolk Council have asked for areas to be nominated for their "Autumn Leaf Clearance" scheme. It was agreed to suggest the area at the bottom of Cheney's Lane / Low Rd. John Wilde, footpath warden, reported that Crossfield paths which have recently been planted should have their paths clearly marked by the end of October. He also reported that the Waveney Valley Trust have mowing / cutting machines which can be loaned for a small donation but also, Saffron Housing Trust apparently offer grants to purchase this type of equipment (though consideration would need to be given how to store and move the equipment around). It was noted that the hedge at Forncett Manor is impinging onto the road. It was agreed to write to the owner again. If there is no response, the parish council may need to ask Highways to intervene.
- d) Defibrillator** - The Chair reported that Keith has confirmed the CHT will provide two identical machines and that both machines can be covered under the "annual maintenance" agreement. The phone box at Forncett End will soon reach the end of the 40 day notice period, after which the second machine can be ordered.
- 15. To receive reports from:**
- a) Safer Neighbourhood Police Team Report** - No crime in September 2015.

To consider a motion to suspend the meeting to allow members of the public to speak – No further comments were received.

- 16. Date of the next meeting is confirmed as Thursday 19th November 2015**
The meeting closed at 8.55pm.