

Forncett Parish Council  
Minutes of the meeting of the Parish Council  
held at Forncett Village Hall on Thursday 16 July 2015 at 7.30pm.

In Attendance: Cllr B Frith (Chairman) Cllr B Humphreys, Cllr J Bowers, Cllr C Jordan, Cllr A Coleman, Cllr G Barnes

Parish Clerk Anne Rayner  
District Councillor Barry Duffin  
11 members of the public

1. **To consider apologies for absence** – None.
2. **To receive any declarations of interest** – None
3. **To approve the minutes of the last meeting (18<sup>th</sup> June 2015)** – The minutes were approved without alteration and signed as correct by the Chairman.
4. **To consider co-option of Councillor position** – The Chairman reported that Graham Gale had expressed an interest in taking up the vacant Councillor place. Councillors unanimously welcomed this suggestion and Graham was invited to take his place in the meeting. Graham duly signed the "Acceptance of Office" form.
5. **To consider matters arising from the minutes (for information only)** – None

**To consider a motion to suspend the meeting to allow members of the public to speak, including reports from District and County Councillors and to receive a presentation on plans for the village hall from the Chair of the Village Hall Management Committee.**

District Councillor Duffin reported that the plans for Long Stratton were being discussed at South Norfolk Council, including the plans for the bypass. Councillor Duffin said that he would be highlighting the need for a roundabout at Hempnall Crossroads to be included as part of the plans. Cllr Duffin asked for Councillors or parishioners to contact him as necessary, if the planning application is submitted in August for the Tas Valley site, as the parish council do not normally meet in August. He confirmed Forncett PC would receive a planning notification.

Terry Henderson, as Chair of the Village Hall Committee, gave a brief presentation on plans for improvements to the outside area of the Village Hall. This included changes to the car parking area and fencing, to ensure free flow for the Little Tractors playgroup members. Plans are to be submitted to South Norfolk Council.

Item 17b on the agenda was moved at this point. Linda Henderson, on behalf of the village hall committee, advised that one trustee has retired and a new one has been appointed. Linda also reported on a very successful fete, with proceeds to be split equally between the village hall, the school and Little Tractors. Upcoming events include a treasure hunt in September and a Halloween event in October. Thanks as always to the volunteers who help make the village hall such a success.

6. **To consider planning applications, including:**
  - a) **2015 / 1345 Haystacks, Low Road, Forncett St P – erection of solar panels on garage –**

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This application was discussed and no objections were raised.

**b) 2015 / 1440 Black Barn, Tabernacle Lane, Forncett St P – installation of external insulated render and extension of eaves** – This application was discussed and no objections were raised.

A further application was received too late to be included on the agenda:

**c) 2015 / 1518 Old Court Farm, Wacton Rd, Forncett St P – regularisation application for location of empty gas cylinder tanks in repositioned compound location.**

**Cllr Humphreys and Cllr Bowers both declared a non pecuniary interest in this item – not declared as part of agenda item 2 as they were not aware that these plans were to be discussed** – Following discussion, it was agreed that the clerk would submit details of serious concerns that Councillors had regarding this application.

7. **To hear planning decisions from South Norfolk Council:** Horseshoes Farmhouse, Long Stratton Road, Forncett St P – replacement windows – approved.
8. **To consider the necessity for a dedicated parish council website** – Recent changes to legislation mean that parish councils must publish certain information on a website, including agendas, minutes, financial reports, councillor information etc, all within strict deadlines. This puts the onus on parish councils to have their own website, the basis of which can be supplied by NALC. It was resolved that the clerk begin the process of arranging for a dedicated parish council website. Cllr Barnes suggested a link be placed on the Forncett.info website leading visitors to the parish council website and vice versa.
9. **To consider any correspondence:**
- a) Thank you letter from a resident with reference to the footpath cutting** – A parishioner thanked the parish council for arranging this work and said he felt it was money well spent.
- b) “A Good Education for every Norfolk Learner” from Norfolk County Council** – This is a notification only that whereas previously schools with less than 50 pupils attending had been subject to a review, looking at leadership, standards of achievement, governance and finance, this will now be rolled out to all schools with 105 and fewer pupils.
- c) A further late item of correspondence received was included, due to the next meeting not being until September. A request for funds towards the maintenance of the churchyards has been received.** Following discussion, it was agreed to donate £300 towards churchyard maintenance.
10. **To receive the RFO report and consider the approval of the following payments:**

Ch. No.	Amount	Payee	Notes
100038	£100.00	Groundscape	Footpath cutting
100039	£312.01	A Rayner	July 2015 salary
100040	£258.37	A Rayner	August 2015 salary (payment approved only – not to be made until 20/8/15)
100041	£300.00	Forncett PCC	Donation towards churchyard maintenance.

The Chairman reported on income: £20.00 from South Norfolk Council in respect of the litter pick and £2384.95 in respect of the grant from Norfolk County Council for the bus shelter.

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Payments were unanimously approved and after these payments were taken into account, the balance of funds stands at £22733.32 (including £13050 held in funds for the village hall and £1321 in the defibrillator fund).

11. **To discuss the New Road gritting scheme and consider a contribution.** The Chair reported that he attended the Tacolneston Parish Council meeting and continuing support was given to this scheme. Ashwellthorpe Parish Council will be discussing the project at their meeting next week and Councillors agreed to await the outcome of the Ashwellthorpe meeting before they consider the matter further.
12. **To agree to release the payment for the SAM2 machine, when the invoice is received** – As it does not appear that the installation of the SAM2 machine is imminent, it was agreed to wait to authorise this payment in September.
13. **To consider recruitment of a tree warden** – Mr Robert Hosea was present at the meeting and confirmed he would be happy to take on the role of tree warden. Councillors thanked Mr Hosea and the clerk will put him in touch with the landscape officer at South Norfolk Council.
14. **To consider the appointment of a footpath warden** – Mr John Wilde was present at the meeting and confirmed he would be happy to take on the role of footpath warden. John is also the footpath warden for Tacolneston. The clerk will check that the parish council's insurance covers both volunteers.
15. **To agree to movements of funds between the parish current account and savings account.** The Chairman reported that the parish council savings account opened some time ago remains empty and suggested moving some funds to obtain some interest, even if it proves to only be a small amount. It was resolved that £15000 be transferred electronically from the Barclays community account to the savings account.
16. **To agree a procedure for planning applications during August.** – It was agreed that the clerk will send notification of any planning applications in August via e-mail, with a date of comments to be returned. The clerk will then collate the comments and submit them to South Norfolk Council. A meeting will be called in the event of an urgent application.
17. **Update on ongoing matters and outstanding issues**
  - a) **Village sign** – Pat McClenning and a friend have volunteered to paint the village sign. Brian will arrange temporary removal of the sign with Bev and hopefully a couple more volunteers. The sign will be delivered to Pat.
  - b) **Village Hall** - This report was heard within the first break for public participation.
  - c) **Highways and Public Rights of Way** – The Chairman reported that work is due to take place on the two new paths near the school on 22 July. The diversion suggested by Highways was eight miles long but Brian suggested a more sensible alternative, which highways have accepted. Brian also reported on a new scheme offered by Highways giving use of two rangers for a half day for the cost of £300 + VAT, to undertake tasks in the village such as pot hole repairs. Councillors agreed not to pursue this offer for the time being.

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**d) Defibrillator** – Keith Fromings reported that adoption of the second phone box is underway and the consultation should take around 90 days. Keith had appealed in the Forncett Flyer again for donations to make up the shortfall for a second machine and gave the clerk a further £260.00 in donations. Keith agreed to liaise with the Community Heartbeat Trust in order to obtain an invoice for the machine, to present to the parish council. Thanks to Keith and the generous residents of Forncett.

**18. To receive reports from:**

**a) Safer Neighbourhood Police Team Report** – the clerk reported on one burglary of a dwelling and one incident of violence against a person, during June.

**To consider a motion to suspend the meeting to allow members of the public to speak**

A member of the public asked if the amount of the proceeds of the fete was known. The Chair confirmed this to be approximately £1800.

**19. Date of the next meeting is confirmed as Thursday 17<sup>th</sup> September 2015**

The meeting closed at 9.20pm.