

Forncett Parish Council
Minutes of the meeting of the Parish Council
held at Forncett Village Hall on Thursday 16 March 2017 at 7.30pm.

In Attendance: Cllr B Frith (Chairman) Cllr B Humphreys, Cllr A Coleman, Cllr G Barnes, Cllr S Allen

Parish Clerk Anne Rayner
4 members of the public

1. **To consider apologies for absence** – Apologies were received and accepted from Councillors Welsby and Gale. District Councillor Duffin and County Councillor Spratt also sent their apologies.
2. **To receive any declarations of interest** – None
3. **To approve the minutes of the last meeting (16 February 2017)** – The minutes were approved without alteration and signed as correct by the Chairman.
4. **To consider matters arising from the minutes (for information only)** – Reminder that the litter pick is on Saturday 25 March.
5. **Open forum, to hear from members of the public, including reports from District and County Councillors** – A member of the public reported several sections of flooded road on Cheney's Lane, which seem to be as a result of overflowing ditches. Another member of the public reported that Highways appear to have filled in a drain, when they were in the village recently filling pot holes. The drain was in between Rattles and The Acers, on Low Road. The Clerk will report both issues to Highways.
6. **To consider planning applications, including:**
 - a) **2017 / 0545 & 0549 Chequers, High Rd – Change of use from barn to annexe** – Councillors raised no objections to this application.
 - b) **Give consideration to comments made relating to access arrangements, should 2017 / 0225 The Fields, Tacolneston receive approval** – Although the deadline for comments has passed, the Chairman noted that several respondents have suggested the access during construction of the site be via Common Road (should permission be granted). Councillors agreed this would not be appropriate, given the width of Common Road and the difficult junction at the Jolly Farmers. It was agreed that the clerk should write to South Norfolk Council highlighting these concerns.
7. **To hear of planning decisions** – None to report
8. **To report planning comments agreed via e-mail in between meetings:**
None to report
9. **To receive further information regarding the Community Governance Review** – Councillor Welsby attended a meeting at South Norfolk Council and reported that possible considerations will be: creating, merging, altering or abolishing parishes; reviewing electoral arrangements; grouping or de-grouping parishes; consequential matters i.e. dealing with

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parish assets, employment matters, precept issues. Parish Council's will have until 12 June to submit their responses.

10. **To consider updating the Community Emergency Plan** – Following discussion, it was agreed to locate the original emergency plan and consider updating / reviewing it.
11. **To authorise the transfer form relating to the Jubilee Green land** – The Chairman gave a summary of the situation, confirming that, following no response to the official public notice, the transfer deed can be signed. This officially transfers ownership of the Jubilee Green land from the parish council to the custodian trustees of the village hall. The document was signed and the clerk will return the document to the solicitor.
12. **To report on the clerk's appraisal and incremental recommendation** – The clerk's appraisal took place before the parish council meeting. The Chairman and Vice Chair recommended that the clerk be awarded a pay rise equal to two incremental places this year, to point 25 on the salary scale. Councillors agreed to accept the proposal and this will be applied from 1 April 2017.
13. **To receive the RFO report and consider the approval of the following payments:**
The financial report, circulated prior to the meeting, was approved.

Ch. No.	Amount	Payee	Notes
100107	£269.35	A Rayner	March 2017 salary
100108	£ 45.80	Post Office Ltd	Q4 tax
100109	£104.00	A Rayner	6 months expenses
100110	£ 50.00	Community Action Norfolk	Annual membership subscription

14. **To consider correspondence:**
 - a) **Request from CPRE to sign pledge relating to housing targets** – Councillors agreed to sign this pledge. The pledge asks district councils to fulfil building on existing land allocations, before identifying more land supplies and increasing housing targets.
 - b) **Boundary Review** – Confirmation has been received the final recommendations from the Boundary Commission would see Forngett in a ward district with Tacolneston, Tharston, Hapton and Wacton, rather than Tacolneston, Ashwellthorpe & Fundenhall, as it currently is. If the changes are implemented, subject to Parliamentary scrutiny, they will come into force at the local elections in 2019.
 - c) **Telephone box** – BT have indicated they are dealing with a high volume of queries and will contact parish councils about the adoption of their phone boxes in due course. The only concern for the parish council is that the defibrillator, obtained via a National Lottery grant, needs to be installed within a certain time limit. The clerk will contact Community Heartbeat Trust to see if they have any way of speeding up the phone box adoption.

15. Update on ongoing matters and outstanding issues

a) Village Hall – The murder mystery evenings were very successful. The next event is the pudding night, then bingo on 22 April.

b) Highways and Public Rights of Way – A dedicated public rights of way officer for this area will be in post from 1 April. The Chairman reported that footpath warden has obtained new netting and the heavy duty staple gun from The Ramblers, in order to repair the boardwalk at the footpath over the park. Councillor Humphreys noted that part of the issue with this boardwalk is the overgrowth of grass etc, which makes the wood rot and become slippery. This will be raised with the new public rights of way officer, to look at a longer term solution.

c) SAM2 report – Phil Whiscombe sent a report on some figures from the SAM2, high volumes of traffic on the day of Storm Doris were noted.

16. To receive reports from:

a) Safer Neighbourhood Police Team Report – Four crimes were reported during January, two “other thefts” and two incidents of anti social behaviour.

17. Open forum, to hear from members of the public – No further comments

18. Date of the next meeting is confirmed as Thursday 20 April to commence immediately following the Annual Parish Meeting, at approximately 8.00pm.

There being no further business, the meeting closed at 9pm.