

Forncett Parish Council  
Minutes of the meeting of the Parish Council  
held at Forncett Village Hall on Thursday 20 April 2017 at 8.15pm.

In Attendance: Cllr B Frith (Chairman) Cllr B Humphreys, Cllr A Coleman, Cllr G Barnes, Cllr D Welsby

Parish Clerk Anne Rayner  
6 members of the public

1. **To consider apologies for absence** – Apologies were received and accepted from Cllrs Gale and Allen.
2. **To receive any declarations of interest** – None to report
3. **To approve the minutes of the last meeting (16 March 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)** – The Chairman reported that 18 people attended the litter pick, with a similar amount of litter being collected as previous years. Cllr Welsby reported that a local estate agent has mentioned an interest in sponsoring future litter picks. The clerk will check with South Norfolk Council as to whether they would be prepared to collect the rubbish, if group litter picks were to take place at additional times in the year.
5. **Open forum, to hear from members of the public, including reports from District and County Councillors** – A report from District Councillor Duffin was heard during the annual open meeting. A member of the public mentioned the overgrown hedges at the bottom of Cheney's Lane / Low Road. The Chairman advised that we have a new highways engineer. Hopefully a meeting will be arranged in the near future and this is one item which will be discussed.
6. **To consider planning applications, including:**
  - a) **2017 / 0785 – Brocks Water, Gilderswood Lane – single storey side extension** – The application was considered and Councillors raised no objections.
  - b) **2017 / 0775 – The Grove, Wacton Rd – New pitched roof over existing garage** – The application was considered and Councillors raised no objections.

A further application has been received, following the publication of the agenda. Cllr Barnes noted an interest in this application and left the room for the duration of the discussion.

- c) **2017 / 0812 – Nivelles Farm, Station Rd – Conversion of outbuilding to form annexe to existing dwelling** – Councillors raised no objections to the application but would include a request that a condition be included to ensure the annexe remains with the house and does not become a separate dwelling.  
Cllr Barnes re-joined the meeting.
7. **To hear of planning decisions**
  - a) **Telecom tower, Northfield Rd – Refused**
  - b) **Kingsmuir, Low Rd – New vehicular access – Approved**

8. **To report planning comments agreed via e-mail in between meetings:**
  - a) **2017 / 0586 – Chestnut Tree Farm, Bustard’s Green – Change of use and building works of an agricultural building to a dwelling house** – As per the application considered in November 2016, Councillors raised no objections to the plans, subject to the application meeting current legislation.
  - b) **2017 / 0421 – 12 Humphreys Close – Front porch extension** – No objections were raised to this application.
9. **To agree a response to the Community Governance Review** – Draft responses were discussed and, following the addition of some further comments, it was agreed the clerk would submit comments accordingly.
10. **To review the Financial Regulations** – The Regulations were reviewed and it was agreed to remove some unnecessary paragraphs. The revised regulations were adopted with immediate effect.
11. **Forncett Flyer** – The Chairman asked if anyone was interested in representing the parish council at the pre-publication Flyer meetings. No-one felt they could commit to this at the present time. It was also noted that the Flyer may be published slightly later in future, as a discount can be obtained from the printer for avoiding their busiest time, which is when the Flyer is currently printed.
12. **New TPO at Church of St Peter, Aslacton Rd** – South Norfolk Council has served a tree preservation order to protect a larch on the southern boundary of the churchyard, next to informal access to the public footpath at the Church of St Peter, Aslacton Road. The parish council have until 2 May to comment on this, if they so wish. Councillors agreed they did not have any comments to make about this.
13. **To discuss the Low Road telephone box and defibrillator grant** – The Low Road phone box is not connected to electricity and is therefore not able to house a defibrillator. This leaves the possibility of asking the National Lottery if the defibrillator, funded by a grant, could be placed in an alternative location, possibly the village hall. The parish council could still go ahead with adopting the phone box. Cllr Humphreys asked if the cost of re-connecting the electrical supply to the phone box could be investigated. It was agreed that the clerk will find out about the cost and procedure for this.
14. **To authorise the 1% pay award to the clerk’s salary, in line with NJC pay scales** – A two year pay deal for clerks was agreed in 2016, with a 1% increase due on 1 April 2017. It was agreed to authorise this and keep the clerk’s salary in line with NJC pay scales.
15. **To receive the RFO report and consider the approval of the following payments:**

The financial report, circulated prior to the meeting, was approved. The following payment were unanimously approved:

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Ch. No.	Amount	Payee	Notes
100111	£287.79	A Rayner	April 2017 salary
100112	£215.08	Norfolk ALC	Annual subscription

**16. To consider correspondence – None to report**

Subsequent to the agenda being published, the Chairman received an invite to the Bunwell Annual Parish Meeting, being held at Bunwell village hall at 7pm on Monday 8 May. All welcome.

Also, Councillor Humphreys provided a book, which has been donated by Mike Boulger, called “The Economic Development of a Norfolk Manor 1086 – 1565”. It was agreed that the most appropriate recipient would be John Webster, on behalf of the Forncett History Group.

**17. Update on ongoing matters and outstanding issues:**

**a) Village Hall** - The main update about the hall was heard during the annual parish meeting but it was noted that upcoming events include bingo on 22 April and a bar-b-que on 20 May.

**b) Highways and Public Rights of Way, including footpath 27 and organisational changes** – The Chairman confirmed that the new Highways engineer has inspected some of the ditches on Cheney’s Lane, following notification of the flooding issues last month. Some of the pipework has been damaged and this will be scheduled for repair, which will require a road closure. A member of the public has complained about a dangerous blind bend on Long Stratton Road, near Chestnut Tree Farm. The possibility of a 20mph speed limit in that area was raised with Norfolk County Council and the resident was told that this request would need to be submitted via the parish council. A resident present at the meeting suggested that the corner may be less dangerous if the visibility were improved by cutting back the hedge. The clerk will contact Highways. Councillor Humphreys mentioned the fallen tree near the footpath across the park. It was agreed that John Wilde will raise this as an issue with the new PROW officer.

**c) SAM2 report** – Received during the annual parish meeting.

**18. To receive reports from:**

**a) Safer Neighbourhood Police Team Report and Neighbourhood Watch update** – Su Leavesley receives e-mails from the local police as she was once a neighbourhood watch co-ordinator. Su would like to opt out of receiving these e-mails and it was agreed that the clerk will try to register to receive the e-mails in replace of Su. Relevant e-mails can still be forwarded on to Su for circulation via the e-noticeboard. With regard to crime statistics, only the January figures are available at the moment. These were reported last month.

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

**20. Date of the next meeting is confirmed as Thursday 18 May 2017 to commence at 7.30pm.**

There being no further business, the meeting closed at 9.30pm.