

**MINUTES OF THE GRESSENHALL PARISH COUNCIL MEETING HELD ON MONDAY 4TH
FEBRUARY 2019 AT 8:00PM AT THE READING ROOM, GRESSENHALL**

9261 Present: Councillor Beazley Councillor Crisp
Councillor Reader Councillor Duffield
Councillor Saunders Councillor Bunning
District Councillor Richmond

4 members of the public

9262 Accepted Apologies: Councillors Melton and Kiddle-Morris

9263 Declaration of Interest – None.

9264 The minutes of the meeting held on Monday 3rd December 2018 were confirmed as a correct record. Councillor Reader proposed that the minutes be signed. This was seconded by Councillor Crisp and all councillors present agreed.

The meeting was opened to the public for their comments at 8:05pm.

9265 A resident informed the meeting that the organisation of the SAM2 sign is failing. The rota is not being adhered to, parts of the sign are missing and the handover sheet is not being signed. The data had not been cleared from the previous user and the batteries were not charged. This meant that Gressenhall missed the majority of their turn and the data was of no use. It was suggested that each parish council purchases their own bracket which will make installing the sign easier. The bracket costs £50 plus VAT. Following a discussion it was agreed for the clerk to write to the other villages explaining the issues experienced and circulate a checklist and operating instructions. Failing that, it was suggested the sign be collected and returned to the clerk to ensure all parts are checked and batteries are charged.

9266 A resident reported pot holes in Bittering Street and just off the B1145 on Litcham Road. Clerk to inform Highways.

9267 A resident reported the hedge on the corner of Bittering Street still has not been cut back. Councillor Saunders had spoken to the resident but will contact them again.

That being all the parish council meeting resumed at 8:20pm.

Matters Arising from the Minutes

9268 Highway Matters – Potholes which were reported on Bilney Road and Litcham Road but have not been filled yet. Clerk to report again.

The stones at Threeways were discussed as no action had been taken despite numerous requests to Highways via Councillor Kiddle-Morris. It was agreed to refer the matter to Councillor Kiddle-Morris again and if no action taken, take the matter higher to either the Head of Norfolk County Council or the local MP.

9269 Affordable Housing Scheme – The clerk spoke with Neil Saunders of Hastoe as no update had been received since December. Neil explained that Hastoe had recently undergone a change in structure with a new Chief Executive being appointed. John Lefever is also due to retire soon. The parish council should receive a letter from Hastoe explaining this in the near future. Due to these factors, the scheme has not progressed. Neil has a meeting with Isobel on Wednesday where they are planning to write to landowners. Updates should be received regularly from now on. If not, clerk will chase.

9270 Community Car Scheme – The scheme covered 720 miles during December and 734 in January. There are a lot of bookings already for February. The clerk met with Ann last week to complete the annual funding application. It was agreed to apply for £1,500 again to which the parish council agreed.

9271 WWI Memorial – Councillor Melton emailed a picture of the bench to all councillors. An invoice on account for £1,000 has been requested. Councillor Saunders had spoken to someone who is able to complete the metal work and will provide a quote. Councillor Reader will speak to Councillor Melton and Tim Abel regarding the floor slab.

9272 Breckland's Asset Register, The Swan – A supporters meeting was held with over 100 people attending. Questionnaires are still to be returned and collated. A Facebook page has been set up which gives details of forthcoming events. Update emails are also being sent to those who have returned questionnaires. Alex is applying for grants and preparing a feasibility plan. Thanks were given to Alex for his hard work.

The Post Office – Following a discussion, it was proposed and agreed by all Councillors present to contact Breckland to remove the Post Office from the Asset Register. Clerk to contact Breckland.

9273 Parking on The Green – The 'no parking' signs are ready to be installed. Councillors to arrange a meeting on The Green to agree positioning of the signs and also look to see which bollards need replacing. Pot holes on The Green were also discussed. A quote had been requested but never arrived. Councillor Reader offered to temporarily fill when the weather dried.

9274 CiLCA Training – Following the clerk's registration, an email has been received from NALC which offered 50% funding for the qualification. This has reduced the fee from £350 to £175. The clerk will circulate units for councillors to read when completed.

9275 Land Registry – The parish council will work with the Poor Lands Charity to register The Green and The Surveyors Pit with the Land Registry. The deeds are required. The charity will be asked to find The Green's deeds and Councillor Beazley will contact solicitors to see if they hold the parish council's copy and obtain a quote for the registration.

9276 SAM2 – This was discussed during the open session.

9277 Report from District Councillor Richmond:

- Details were given regarding a new project 'Tripstart' launched by Breckland Council to help people overcome barriers and get back into employment.
- The Town and Parish Council Forum will be held on 21st February.
- The recent SNAP meeting told of the high number of drink and drug driving conviction over the Christmas period. Priorities were still rural crime due to a recent flare up and also cycling on the pavements in Dereham town centre.
- The Patient Participation Group will be held in Hoe Village Hall where two Gressenhall residents have agreed to attend.
- Elections will take place on Thursday 2nd May.
- Funding could be available through Councillor Kiddle-Morris for potholes.

9278 Report from County Councillor Kiddle-Morris – No report.

9279 Planning Applications

- 25 Halls Drive – Demolition of timber side extension and addition of side extension. No comments were received for this application by all councillors present.

January Application

- Land adjacent G T Bunning & Sons – Change of use to a carpark to be used by G T Bunning & Sons – Councillors Duffield and Bunning declared an interest in this application so did not comment. All other councillors had no objections.

9280 Accounts

December expenses paid – Clerk's salary and expenses - £250.11, HMR&C - £56.00, Gressenhall Community Car Scheme PC share - £86.26, Gressenhall Community Car Scheme BC - £93.76, Alex Begg - £250.00. These amounts were agreed during the December meeting.

January expenses paid - Clerk's salary and expenses - £240.40, HMR&C - £56.00, Gressenhall Community Car Scheme PC share - £78.37, Gressenhall Community Car Scheme BC - £97.17, NALC - £175.00, NPFA - £20.00.

Income – No income received this month.

9281 Proposed by Councillor Duffield to pay all expenses and seconded by Councillor Saunders. All present agreed.

Any Other Business

9282 Councillor Saunders received confirmation that 'a competent qualified person' is able to survey the trees in the Surveyors Pit. Clerk to see if there is a plan with trees on and pass to Councillor Saunders.

Councillor Duffield informed the meeting that he had been reported to the Standard's Board. The complaint was not upheld and the matter is now closed.

9283 Correspondence

- Letter from Rev. Julia – Thanking the parish council for the donation of £500.
- Email re Town and Parish Forum date
- Email scam alerts – published on website
- Letter from Great Dunham Primary School – Looking for a governor with financial experience. If anyone interested contact the school office on 01328 701357
- Bank statement
- Email from UEA re posters – Requesting volunteers for medical trials. Clerk to up on noticeboard.

In the absence of any further business, the meeting closed at 9:10pm. The next meeting of Gressenhall Parish Council will be held on Monday 4th March 2019 at 8:00pm.

Signed: Councillor Melton

Date: 4th March 2019