

Minutes of the Blo’Norton Parish Council meeting held on Tuesday 8 February 2011 at 7pm in the Village Hall

Those Present: John Barnet-Lamb; Mike Bristow; Ann Lambert; Caron Finlay; one member of the public (John Nixon)

1. **Apologies for Absence:** John Olley
2. **Public Comment:** None
3. **To receive Declarations of Interest:** None
4. **To approve the Minutes of Parish Council meeting held on 7th December 2010 – Agreed as circulated**
5. **To discuss forthcoming elections:** Elections would take place on 5 May and the various papers published by NALC were discussed together with the election process. The following were key dates in this process:

25 March	Notice of Election Published and Council enter Purdah Period
6 April	Statement of Persons Nominated Published
7 April	Last day for withdrawal of nomination
12 noon	
21 April:	Publication of Notice of Poll
5 May:	Polling Day
5 May	If there are more vacancies than candidates the returning officer will declare them as elected
11am	
9 May:	All councillors retire on the same day and new councillors take office on this day
9-20 May:	The first meeting of the council must take place between these dates and prior to the meeting all members must complete their Declaration of Acceptance of Office Form

It was noted that the Returning Officer at Breckland Council would send the maximum number of nomination forms (5) to the Parish Clerk in due course.

An article regarding the forthcoming elections and how to stand would be published in the next newsletter.

6. **To receive an update re Former Highway Surveyors Land Charity (FHSLC) new tenancy agreement:** Councillor Finlay was pleased to report that the tenancy agreement was now complete and she would arrange for a copy to be sent to the Clerk to issue to the tenant.
COUNCILLOR FINLAY
7. **To receive an update re Breckland Glass Recycling Competition:** It was noted that Blo’ Norton was doing rather well in this competition.
8. **To consider donation to Norfolk Accident Rescue Service:** Both Councillors Bristow and Lambert were in favour of supporting this charity as everyone in the parish could benefit. The Chairman proposed a donation of £20 and all those present agreed. **ACTION: CLERK**
9. **To receive an update on playground equipment for the village and progress of sub committee membership:** There was no update at the present time.

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Chairman

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- 10 To receive an update with regard to Traffic Issues in Blo' Norton: It was noted that there had been a change of staff in the Highways Department at Norfolk County Council and whilst we could still send correspondence to Richard Deller, Matt Worden was now the Area Manager South.
- 11. To receive an update re dog bins within the village anonymous letter received against dog bins. This issue was progressing. Anonymous correspondence had been received by one of the Councillors and this was noted. It was unfortunate that the Council could not be given an opportunity to respond.
- 12 To receive an update re Village Hall – Councillor Lamber reported that the new committee had bonded well and had recently received a visit from Norfolk Rural Community Council (NRCC) with regard to obtaining up to £15,000 for the refurbishment of the hall and the action was for a full building survey and concept drawings to be submitted. Mr Skipper, a Surveyor from Smallworth had kindly donated his time to provide a full building survey and concept drawings (worth about £1800) he would provide an invoice so that matched funding could be given to this project.

Those organisations that provided the funding required proof that this project was a community project and once this progresses, the Village Hall committee will undertake a door-to-door survey with a checklist to ask householders their opinions. There would be an article in the next newsletter.

- 13. To discuss newsletter items: Items in the next newsletter would include 100 club winners; poem; history group dates; elections; village hall update; dog litter bin update; close air support training.
- 14. To consider Parish Plan: It was felt the time was right to produce a Parish Plan as the last one was completed about 1990 and funders (such as those for the village hall project) liked to see a village action plan and evidence that the village worked together as a community. John Nixon had worked for the Rural Community Council and talked through the process of a Parish Plan, which would include the infrastructure of the parish/workforce/population and suggest an action plan for the various village groups, although it was noted that it was usually the Parish Council who became the main body and ensured that the actions were completed. It was noted that an ad-hoc sub committee was previously set up to discuss the Parish Plan and enough copies should be printed so that each household got a copy together with the various village groups – it was expected costings would be in the lower hundreds. It was hoped that the Parish Plan would encourage the village to work together and get more community values.

It was suggested that in the first instance the Chairman speak to Peter Smith of the Rural Community Council to discuss the way forward; it was noted that a computer programme may need to be purchase and many volunteers would be required to assist with the collection and collation of information gathered. Progress meetings would then need to be arranged, probably in the village hall where everyone would be invited to attend.

Whilst it was recognised that there would be much work involved, it was noted that it would assist when contacting organisations with regard to funding to show them a Parish Plan and how actions had been completed and progressing. The Parish Plan would act as a guide and way forward for Blo' Norton.

Councillor Finlay noted that we may already have some issues for the basis of a Parish Plan which included feeding and dog fouling.

The Chairman undertook to contact Peter Smith in the first instance and this item would be an

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agenda item on the first Parish Council agenda on 17 May.

ACTION: JOHN BARNET-LAMB/CLERK

15 To receive invoice from the Parish Clerk: Invoice was approved.

16 To receive an update on Parish accounts: An update was provided.

17 Planning

a To consider Planning Application 3PL/2011/0045/F – Demolition of existing extension and replace with two storey rear extension to Cosy Nook Middle Road: All in favour. It was noted that there was a large container in the garden at Cosy Nook and Councillor Lambert would make enquiries with the owners in the first instance.

b To receive and consider any planning applications received after the posting of the agenda but prior to the meeting:

It was noted that the retail unit had now been approved.

18 Such other business as the Chairperson may direct

Poppy Party: Information had been received from the British Legion with regard to this event in June and Councillor Lambert undertook to explore this in the first instance.

ACTION: COUNCILLOR LAMBERT

Election Training: NALC had arranged for this to take place on the evening of Monday 28 February and Councillors Bristow and Lambert together with the Clerk would attend.

Memorial Fund: Last year the Parish Council became aware of a fund that was kept by the PCC with regard to the Memorial and Councillor Bristow was attending a Trustee meeting later this week and would find out how the fund could be accessed as it was suggested the Memorial was in need of some maintenance. Councillor Finlay would contact the War Memorial Charity to see if any funding could be accessed.

COUNCILLOR BRISTOW/FINLAY

Grass Cutting around Memorial: It was noted that Richard Lloyd maintained the church grounds and Councillor Bristow undertook to speak to him in the first instance with regard to cutting the grass around the Memorial. Otherwise consideration would be given to making it part of the same contract for the village hall.

COUNCILLOR BRISTOW

Meadowside: A resident had reported a concern to the Parish Council with regard to the end house in Meadowside in relation to the untidiness and a second entrance being used as a driveway as opposed to designated parking area. It was agreed that the Parish Council would write to the Community Manager at Peddars Way and Breckland Council.

ACTION: CLERK

Land Adjacent to Oak House The Street (3PL/2010/0061/F): It had been brought to the attention of the Parish Council that this property seemed to be being built in the wrong place and Breckland Council enforcement officer had arranged to do a site visit.

Time of meetings: It was agreed to move the time of future meetings to 1930 hours.

The meeting closed at 9.20pm

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Chairman

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Date