

Tibenham Parish Council

Minutes of the Parish Council meeting held in the Meeting Room, Tibenham Community Hall on
Wednesday, 10th January 2018 at 8.00pm

Councillors Present: Gareth Roderick-Jones (Chairman), David Timson (Vice Chairman), Alan Harris, Auriel Mephram, Gemma Lambert

In attendance: Marianne Purdy (Parish Clerk), District Cllr Charles Easton

1. Public Discussion

No members of the public were present.

2. Reports:

- a) County Councillor – Not present.
- b) District Councillor – Cllr Easton reported: The Greater Norwich Local Plan (2015-36) consultation had been launched; it will close on 15th March 2018. Numbers are approximately 7200 across Norwich City Council, Broadland District Council and South Norfolk Council. ✦ South Norfolk Council are looking at their budget for the year. ✦ Local Member Grant of £1000 still available for community groups. ✦ Broadband: Over the next 3-6 months, InTouch Systems will offer 100% coverage to the whole of the District of at least 10mbps; this is a service that customers would need to sign-up to. ✦ Open space supplementary planning document was being reviewed. ✦ Saffron Housing has a new Chairman. ✦ SNC Volunteer Award 2018 nominations are now open. ✦ Northern Distributor Road: next section is due for completion 25th March 2018.

3. Apologies for Absence

Apologies were received from Cllr Robert Smith.

4. Declarations of Interest

There were no declarations of interest.

5. Approval and signature of Minutes and any matters arising

The minutes of the meeting 8th November 2017 were signed by the Chairman as a correct record without amendment. There were no matters arising.

6. Planning matters

Documentation for the planning matters below were circulated to all Councillors prior to the meeting.

2017/2301	Mrs Read	Waterloo Place, Long Row	Conversion of agricultural barn and outbuilding to habitable dwelling.
2017/2323	Mrs Read	Waterloo Place, Long Row	Conversion of agricultural barn and outbuilding to habitable dwelling.
2017/2478	Mr J Pitcher	Primrose Farm, Cherry Tree Rd	Demolition of two outbuildings and construction of 3 bay cart lodge
2017/2727	Mr & Mrs Bailey	Forge Cottage, Hill Road	To use the garage block approved under 2016/1221 for short term rental
2017/1992	Mr Harwood & Mrs Lefevre	Church Farm, Church Road	Change to planning application re roof

There were no objections to the following applications: 2017/2301, 2017/2323, 2017/2478, 2017/1992. The Parish Council raised concerns of insufficient information for application no. 2017/2727.

A new planning application received since issue of Agenda:

2017/2917 Mr & Mrs Doug Morton Outbuilding North West of Primrose Farm, Cherry Tree Road

Proposal: Conversion and change of use of an existing agricultural barn to a single residential dwelling.

No objection.

7. Clerk's report

The clerk updated the Parish Council including: List of works sent to rangers ✦ fly-tipping at recycling centre had been reported ✦ still chasing new cabinet door for defibrillator ✦ highways had responded to clerk regarding lorries coming through the village to drop off chippings - they will speak with the contractor to ensure they do not come through the village in future ✦ Tibenham Parish Council invited by Bunwell Parish Council to attend training on the new Data Protection coming into force May 2018 – clerk to request further details.

8. Budget and Precept 2018/19

The Parish Council agreed to approve the Budget 2018/19 as presented. Cllr Roderick-Jones proposed to agree the budget : seconded Cllr Timson. The Parish Council agreed to set the Precept at £3734 at £20.18 per band D house, a rise of £2.90 (for the year) / 16.78% for 2018/19. Cllr Roderick-Jones proposed to agree the precept : seconded Cllr Harris.

9. ICO

The Parish Council agreed to register with the Information Commissioners Office in respect of data protection. The fee of £35.00 was agreed.

10. New bank account

The Parish Council agreed to open a Unity Bank Account. Bank fees at £6 per month. Two accounts to be opened: one for current day-to-day business, one for reserves. A deposit cheque of £500.00 would be required to open each account. Cllr Timson proposed two bank accounts be opened with Unity : seconded Cllr Mephram.

11. Parish Council Insurance

The Parish Council agreed to renew the insurance with Hiscox through Came & Co. The fee of £218.00 was approved to be paid. Proposed by Cllr Roderick Jones : seconded Cllr Harris.

12. Footpath – Slough Lane

Cllr Roderick-Jones reported that he was awaiting authorisation from Norfolk County Council for the installation of the board walk on Slough Lane. The site has been inspected by NCC and Highways. Total quote from ramblers is £2,500. Parish Council to apply to District and County for a grant to cover part of this.

13. Housing Needs Survey results

Saffron Housing are looking to build 10 shared-ownership houses in Tibenham but have not been able to secure land. Parish Council do not, at this time, know of any land available.

14. Community Asset

Further information given with regards the nomination of The Greyhound for a Community Asset. Clerk to complete form and submit.

15. Defibrillator training

Clerk to make enquiries for dates in April.

16. Newsletter

Items for the next newsletter were discussed. Clerk to collate. Newsletter to be issued in March.

17. Land next to Community Hall

Cllr Roderick-Jones updated the Parish Council: the owner confirmed the land would be put to auction. The Parish Council agreed to **not** go ahead with a bid for the land. Cllr Roderick-Jones will contact the owner regards the broken fence.

18. Finances

Finances as at 29th November: Savings account £426.51 Current account £7295.95

The following payments were approved for payment. Proposed Cllr Roderick-Jones : seconded Cllr Timson.

South Norfolk Council	Dog bin annual charge 2017/18	£240.00
HMRC	PAYE x 3 months	£72.00
Miss M Purdy	Clerks wages x 2 months	£192.16
Tibenham Community Hall	Grounds Maintenance	£562.50

A further amount of £218.00 for Came & Company, Insurance, was approved for payment. Proposed Cllr Roderick-Jones : seconded Cllr Timson.

19. Correspondence/General

- a) Borderhoppa. It was agreed that a donation be made of £30.00 to Borderhoppa. Proposed Cllr Lambert : seconded Cllr Roderick-Jones.

20. Community Hall

Cllr Timson reported that well-being sessions were being held and going well (sponsored by Norfolk County Council).

21. Items for next Agenda and date of next meeting

Data Protection; Highways.

Wednesday, 14th March 2018 at 8pm, Meeting Room, Tibenham Community Hall

The Chairman closed the meeting at 10.10pm