

BELTON WITH BROWSTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE JOHN GREEN INSTITUTE
ON THURSDAY 1 FEBRUARY 2007 AT 7.30 PM

Present: Cllrs M Scott-Chairman, J Rudrum-Vice Chairman, B Clark, J Eggleston, P Nichols,
D Barker, L Barker, I Mannall, E Tuxford, C Williamson, 4 members of the public and the Clerk Mrs Weymouth.

1. PUBLIC PARTICIPATION

St Johns Road highway drainage

A parishioner expressed concern at the fact water from a newly installed drainage system in the highway is going onto his neighbours land being 2 Aldeby Cottages. It was agreed NCC be requested to contact this parishioner to look into the problem.

Dog walkers using the Common

Two parishioners expressed concern over the locked gate on Marsh Lane which is obstructing their access onto the Common and the other entrance to the Common is through the Wild Duck site, where this gate is often locked. They were informed it is a confidential item on this evenings Agenda, however there should be no restricted access to the Common. They also expressed concern at the fact fences have been erected restricting freedom to use the Common. They were informed in some circumstances fences have permitted rights for 28 days only.

2. DECLARATION OF INTERESTS

The following declarations of interests were given:

Personal interests:

School Governors –PCllr C Williamson & PCllr Scott

JGI trustees – PCllr Clark and PCllr Rudrum

Events Committee – PCllr Clark and PCllr Rudrum

GYBC – PCllr D Barker

Village Voice – PCllr Tuxford, M Scott and J Rudrum

NCC Youth project – PCllr Scott

3. APOLOGIES

PCllr Greenacre - who is unwell

PCllr B Williamson – another commitment

PCllr Fuller – another commitment

CCLr Walker – who is in hospital

4. PLANNING APPLICATIONS & DECISIONS

Planning application

06/07/0072/F porch to front elevation 77 Station Road South for Mr & Mrs Ottley – no objections
06/07/0086/M agricultural determination – erection of agricultural barn 12 Station Road North for Mr & Mrs Finnie – concerns were expressed at the fact the address on the plans show Sandy Lane and the consultation form shows 12 Station Road North. The site plan was not clear as to whether this would be an additional barn/building to the planning permission 06/04/0956/M the applicant Mr Green. It was agreed a letter would be sent to GYBC Planning Dept asking for clarification on both issues.

DECISIONS

06/06/1058/F proposed ground & 1st floor ext 12 Paddock Close for Mr Collier – granted.

06/06/1029/F 1st floor loft ext 18 Bell Lane for Mr & Mrs Turner - granted

PLANNING ISSUES

a. *The Tavern Fish & Chip Shop*

It was reported complaints have been received from residents around the village at the smell coming from the above premises and some properties are also affected by grease on their windows. The times that the premises are now operating is thought to be until 10 pm in the evening. It was agreed a letter would be sent to GYBC Environmental Health Dept to investigate the emission of fumes from the premises and a letter be sent to GYBC Planning Dept to look into the planning permission conditions on operation times.

b. *New Road flooding of highway*

Concerns were expressed at the lack of flood warning signs on the day of the flooding. It was agreed a letter would be sent to NCC asking for an explanation.

c. *New Road cycleway temporary repair*

Concerns were expressed at the quality of the repair to the cycleway and that in the dark it could be more hazardous than the depression. It was agreed a letter would be sent to NCC requesting an urgent repair on health and safety grounds.

d. *GO EAST*

PCllr D Barker informed the meeting the letter just gives information as to where details of the alterations to the East of England Plan can be obtained, including an email address – unfortunately they have a fault on their website so no one is able to gain access at present.

5. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 16 JANUARY 2007

A copy of these Minutes had been distributed to all Parish Councillors prior to the meeting. The Chairman informed the meeting the copy PCllrs had received was not the amended copy due to the fact the Parish Council computer has crashed and is in for repair.

Amendments

Agenda 1 CPSO's should read PCSO's

Agenda 9 Village Voice – Minutes prepared by PCllr B Williamson Vote carried by 7 not eight

PCllr Tuxford proposed the Minutes be accepted as amended

Seconded PCllr Nichols

All in agreement

The Minutes were signed

The meeting was informed a rubber stamp has been ordered so that all future Minutes will have DRAFT on them until they have been approved.

6. MATTERS ARISING

a. *Grassverge/debris on Bell Lane, Church Lane & The Green*

The meeting was informed Norfolk County Council had forwarded the PC letter to GYB Services stating they were not responsible.

GYB Services are only responsible for road sweeping where there is a kerb, however on this occasion they will send out the mechanical sweeper to resolve the debris problem. The grassverges cutting back is carried out on a 5 year cycle they are checking to see where Belton is on the schedule.

b. *Dog fouling*

Replies to the PC letters sent to NCC, GYB Services and the GYBC Env Rangers are as follows:

NCC is not responsible it is GYB Services and they forwarded the PC letter to GYB Services

GYB Services have cleared the areas reported to them.

GYBC Environmental Ranger has visited the areas at different times of day and evening and has spoken to people with

dogs. Additional stickers have been sited and the PCSO's have been advised of the problem and will be visiting the areas.

The Dog Club have received a supply of gloves and bags, as agreed at the previous PC meeting.

c. Light on Bell Lane PF overlooking the teenage shelter

The Chairman stated he had nothing to report

d. First Bus – vehicle parking on grassverge

The meeting was informed the First Bus employee has been contacted and advised in future not to park on the verge.

e. Precepts 2007/2008

It was agreed the estimated figures will be the figures for the Precept.

f. Litter bin Sandy Lane

The meeting was informed two replies have been received – it was agreed to leave this matter in abeyance until the PC meeting in March 2007.

g. Village Voice

The meeting closed to allow Mr Swan to speak

The meeting was informed an undated letter has been received from **Lothingland Village Voice** published by the Village Voice Association. It informed the PC any news to be included in this publication need to be submitted to the Editor Mr Scott by noon on the 14th of the preceding month and that report will only be accepted if received from the PClerk. PCllrs made enquiries into any outstanding accounts for the PC Village Voice – Mr Swan stated he would be chasing, receiving and banking any outstanding accounts on behalf of the PC. It was also agreed in March 2007 he would then submit a list to the PC of all the outstanding accounts for PCllrs to make a decision on.

The meeting re-opened

h. PCSO's

Concerns were expressed at the problems with contacting them. The mobile number given to all PCllrs had an answering service and you were never able to speak to them directly – any action taken was never on the same day. A residents car was being damaged by children jumping on it causing around £1000 damage, the Police had not responded at the time. It was agreed a letter would be sent to Sergeant Cloney

i. GYBC play strategy

A copy of this document had been included in the PCllrs meeting documentation.

PCllr C Williamson raised various questions on the number of children in Belton and Burgh Castle. It was left with PCllr C Williamson to contact the schools to obtain the correct information and it will be reported at the next PC meeting. It was agreed a letter would be sent to BCllr Stone and Thompson asking for an explanation on the figures in the report.

j. Funding for additional play equipment on Bell Lane PF

The meeting was informed BCllr Stone is waiting a response from GYBC Officer Mr Mutton. This will be pursued for a reply at the next PC meeting.

ACTION ON MATTERS ARISING ITEMS

Letters to be sent:

PCSO response

BCllr Stone & Thompson explanation of GYBC play strategy

Telephone;

BCllr Stone GYBC Grant for additional play equipment

7. PORTFOLIOHOLDERS REPORTS

Village Maintenance – PCllr Eggleston

Matters arising as reported by the PClerk:

a. Gorse Close - seat

The following information was reported:

NCC informed the PC the land is not adopted and it is a GYB Services item
GYB Services have stated it is GYBC land and due to the problems with cutting the grass they would not recommend siting of a seat.

b.Wensum Way Garden

The meeting was informed NCC is still looking into the matter.

c.Overgrown areas around the footbridge

The meeting was informed NCC who is responsible for carrying out the work have not any funds available. GYB Services have kindly agreed to cut the area back, however on health and safety grounds they may not be able to cut back to the top of the bank. Once this has been done they will then send a team out to clear the area of litter.

d.Fly tipping on Bramble Gardens

GYBC Environmental Rangers had been instructed to investigate.
GYB Services have cleared the branches etc.

e.Silver Gardens/Rosedale Gardens

GYB Services on instruction from GYBC Housing Dept have cut the Silver Gardens side of the hedge and GYB Services should be cutting the Rosedale Gardens side within the next couple of weeks.

PCllr Eggleston verbal report

a.River Way

The parishioner that maintains and empties the PC litter bin at River Way is moving. The Parish Council need to consider paying GYB Services for carrying on the service. It was agreed this would be an Agenda item for the next PC meeting.

b.Bracon Road/New Road - tree top snapped off

A tree on the LHS grass verge has been vandalised and the tree needs to be looked at. It was agreed a letter would be sent to GYB Services asking them to look into the matter.

c.Berry Close

Elm trees

PCllr Eggleston expressed grave concerns at the headline news in the GYarmouth Mercury of the trees having been removed on Berry Close – it stated a PCllr had spoken to the workmen – as far as PCllr Eggleston was concerned she had not spoken to them and that no other PCllr should have spoken to them without authority from the PC. A parishioner had reported the problem and it had been brought to the PC to deal with. The report also criticised GYBC, when they had not had time to respond to the PC concerns – the PC should be working with, and having a good working relationship with the authorities not giving them bad press.

The trees had been removed due to Dutch Elm disease, and there are another three or four that will also need removing since they are diseased. All the cut down trees have been removed from the area by GYB Services. They are to write to the parishioner who had reported the matter offering some form of planting, bushes – rose bushes as a gesture of good will on their part.

It was agreed a letter would be sent to GYB Services asking them to have the remaining diseased trees removed quickly and request that some form of replacement planting – trees/bushes be placed along the boundary where the Elm trees used to be. GYB Services have also stated they are pleased the trees were taken down prior to the gales, properties could have been in danger.

d.Conifer in Berry Close

PCllr Eggleston informed the meeting a tree had blown down in the gale and a resident had cut it up and GYB Services had removed the logs and debris. It was agreed a letter of thanks is to be sent to the gentleman for his help

e.Community Garden New Road/Deben Drive

PCllr Tuxford reported someone has expressed an interest in maintaining this garden – this information to be passed onto PCllr Eggleston.

ACTION TO BE TAKEN

Agenda item – Litter bin River Way

Letters to be sent to:

GYB Services – requesting the remaining Elms are removed promptly & suggestion to replace them with other trees

Letter to resident who cut up a tree blown down in the gale

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GYB Services – remove snapped off tree on New Road/Bracon Road LHS grass verge

Conservation/green living – PCllr L Barker verbal report

a. Belton Common

A complaint received from walkers - three mini motor bikes have been riding on the Common. It was agreed the PCSO's would be requested to investigate.

ACTION

Letter to PCSO's to investigate mini bikes on the Common

Playing field/sports PCllr Nichols verbal report

PCllr Nichols verbal report

a. New build

There has been a meeting with GYBC Architects Dept to look at the plans suggested by Norfolk County Football Association, to give some idea of cost to build and the time scale for the building works.

County Councillors – PCllr C Williamson

Nothing reported

Village Organisations – PCllr Clark verbal report

a. LEPRAs

No meeting has yet been held to discuss whether to run an event..

b. Children's event in the JGI

There will be a children's event on 16 February 2007 at 10 am.

c. Summer Fete

Permission is required to hold the event on 21 July 2007 at the Bell Lane PF
PCllr Mannall proposed permission should be given
Seconded PCllr Tuxford
All in agreement

Village Hall/Community Centres – PCllr Greenacre

Not in attendance

Youth/schools – PCllr Mannall verbal report

a. New school

There is a public meeting on 20 February 2007 at 7 pm in Waveney School to hold discussions around the new school.

Planning – PCllr D Barker

a. Items taken under Agenda item Planning

Youth liaison/disability – PCllr Rudrum verbal report

b. Youth project

The numbers are up, there are games and table tennis now available.
Since the Church youth project is providing food FOC for those in attendance the Youth Project has a sponsor who is providing food ie pizza, sausage rolls, cornish pasties, bacon rolls, tea and coffee FOC. The only items members need to pay for are canned and bottled drinks.

Borough Council/Police – PCllr Fuller

Not in attendance but the following report given

a.PCSO's

The following comments were made:

The lack of accessibility of these Officers

Police Forum – there has been a meeting with various people in the village to set up a Forum – concerns were expressed at the suggested specification this Forum would have.

It was agreed a letter would be sent to the Sergeant advising of the PC concerns

b.Vandalism in Amhurst Gardens

It was reported there are problems with young children running in and out of people gardens – damaging hedgerow and trees. This has been reported to the Special Police Officers who will be calling on the resident who had rung in with this concern.

PCllr Mannall stated the problems with the younger generation would not exist if there was decent equipment for them to play on.

It was agreed Police will be the first item on the Agenda of all future meetings.

ACTION

Letter sent to the Police expressing concerns at problems speaking with the PCSO's

Risk Assessment – PCllr B Williamson

Not in attendance

Publicity - PCllr Tuxford verbal report

a.Village Voice February 2007

This is always a difficult edition to sell advertising, however we published as promised and made a surplus of £46.30 bringing the financial year surplus since April 2006 (May edition) to £2193.07

The February edition still compares well with last February when there was a production loss and advertising income was £368.00 below this year.

As agreed we will continue to recover payments due to the PC for the Village Voice up to and including the February edition.

b.The Village Voice Board.

PCllr C Williamson congratulated them on their figures.

c.Notice boards

Parish Council Notice Boards need a header, groups are using all the Notice Boards which mean the PC ones are full and then the PC has not room for their Notices. With a financial implication it is to be an Agenda item.

ACTION

Agenda item Notice Boards

8. NEW ROAD WORKING PARTY MINUTES 17 JANUARY 2007

Present:- Parish Councillors Rudrum, Tuxford, Nichols & Scott
Bohemians Representatives Garry Cooper & Matt Simm

The meeting commenced at 7.30pm

(1) Update & Issues Arising

The Bohemians reported that until British Summer Time-they were using the field On Saturday Mornings and all day Sunday for match days. This left Saturday Noons free for local teams other than on tournament week ends. As had Previously been reported the February Village Voice is running an advertising Campaign to generate more business for the Field.

(2) In the period from BST- the field would be available on Saturday afternoons

Other than on match & tournament days. However to increase flexibility of Bookings the Clerk now had direct contact to both Mr.Simm & Mr.Cooper.

(3) Reference was made to confusion over the rental for the field 06/07 & the

Working Party is to ask the Clerk to confirm that the fee is £750-of which £500 was paid in advance. The Bohemian representatives pointed out that Although the Parish Council had agreed to a 5 year extension of the arrangement.

At fees to be agreed later, they had not received a letter from the Council to confirm this. They had to submit their 5 year development plan to the FA & this was required urgently.

BELTON NEW ROAD SPORTS FIELD/FUNDING/CHANGING ROOM FACILITIES

The Working Party were advised that to date the Bohemians had not received from the FA, the suggested field layout to maximise the area for sport. The Parish Council had not yet received confirmation that the local FA would put forward the scheme for funding- but Gavin Lemmon of the FA had suggested this was an almost certain candidate.

The recommendation from the FA was to proceed to get costings on a basic building which could be added to and extended to meet future needs. The Working Party agreed unanimously that this building should be in the area of the present portakabins- so that the building could be extended into adjoining field(s) should they become available.

The Working Party considered at length three layouts submitted by the FA from schemes already built or under construction. These were marked A.B.C. Plan A was agreed as the best for New Road as it incorporated the required changing rooms, separate facilities for visiting officials and around 80 square metres of community room space. The FA had advised that the letting of the community room & its use as a catering area on "use" days was defraying running costs on most of its current sites.

Cllr. Nichols- as Parish Councillor responsible for sport- reported on talks he had on an information securing basis with Great Yarmouth Borough Council Architects, The Working Party agreed that a delegation of Cllr. Nichols, Garry Cooper and the Chair or Vice Chair of the Parish Council meet with GYBC Architects in the coming weeks to establish an idea of costs, procedures, time scales, funding needs timetable etc to report back to the next Working Party & the Parish Council. Cllr. Nichols to arrange this meeting.

COMMUNITY INVOLVEMENT

The involvement of local residents and surrounding Parish Councils was discussed in depth, as this would be vital in securing match funding. It was agreed to approach a number of people in the community with specialist knowledge to strengthen the bid team. A notice to this effect is in the February Village Voice Magazine. It was agreed

that a campaign of community fund raising be started to stimulate local residents and children to get behind the project.

RECOMMENDATIONS TO PARISH COUNCIL

1. That the Parish Clerk checks the original minute of the Council & confirms the rental figures for the Bohemians in years 1,2,3.
2. That the Parish Clerk confirms the agreement of a five year extension- at hire fees to be agreed- to the Bohemians
3. That the Chair of the Parish Council is authorised to write to every Village Group or organisation to ask them to run a fund raising event or project in 2007 for The New Road Project..

These Minutes were noted.

The Chairman reported from the Minutes you will see that Saturday afternoons are now free for local teams, other than when there is tournament week-ends.

PCllr Nichols and Rudrum have held a meeting with GYBC Architects to discuss the recommended plans for the build, given by the FA, the type of costs involved and the time scale for the build

The recommendation on the Minutes and the responses as follows:

- a. Bohemians rental figures as agreed at the PC meeting on 18 September 2006:

2005/2006	£500
2006/2007	£750
2007/2008	£1000
- b. Agreement for five year extension and fees to be paid:
PC Minutes 5 October 2006 confirms PC is happy for an extension of the agreement with the Bohemians, which would be advantageous when applying for funding – the Bohemians to be advised the PC are happy with offer an extension.

c. Left with the Chairman to write to groups in the parish asking them to run a fund raising event or project for 2007.

9. CORRESPONDENCE HANDED OUT AT THE MEETING

- NCC Area meeting next Monday – noted
- Shaws literature brochure – to be filed
- NCC children's centre at Breydon – given to PCllr Mannall
- Letter from parishioner concerning Stepshort – suggested 30 mph flashing sign and Police using speed cameras – it was felt the PC would have to liaise with Burgh Castle concerning flashing signs. New Road/Beccles Road - concerns were expressed at no road marking in the centre reservation and no right of way indicators. It was agreed a letter would be sent to NCC requesting additional road markings and if the scheme has been completed.
- Audit Commission – requesting PC Accounts year ending 31 March 2006 – it was reported they had been sent off – the delay after the Statement of Accounts had been signed off by the PC was the production of the an explanatory letter due to the PClerk being ill.
- NCAoP&TC – QUALITY STATUS MEETING WITH LUNCH PROVIDED FREE ON 15 MARCH 2007
PCllr Rudrum, Nichols, Clark and Mannall will attend, the Association are to be notified.
- NCC – changing boundary of County Council – this is a follow up letter for the PC opinion. It was agreed a letter would be sent to NCC giving the PC support.
- BA – FUN IN THE BROADS – given to PCllr Tuxford
- GYBC MINUTES – to be given to PCllr Fuller
- GYBC SUSTAINABILITY – to be given to PCllr Fuller
- DEFRA – PCllr Eggleston was sent the document – a copy was given to PCllr L Barker to view and then it will be filed.

10. ITEMS FOR THE NEXT AGENDA

Parish Councils' responsibility as trustees
Litter bin on Rivers Way
Police first on the Agenda of all future meetings
Notice boards

11. VILLAGE PLAN

PCllr Eggleston informed the meeting both Winterton and Martham Village Plans were superb documents. Winterton had more history and easier to read, Martham's was larger.
The Chairman reported Hopton Parish Council had obtained a questionnaire used by Martham PC
Discussions were held into a way forward.
PCllr Scott proposed a Working Party comprising of PCllr B Williamson, Eggleston and Mannall investigate the matter and report back to a PC meeting.
Seconded PCllr Rudrum
All in agreement

12. GO EAST

Dealt with under Agenda Planning

13. CONFIDENTIAL ITEM
EXCLUSION OF PUBLIC & PRESS

That in view of the special confidential and personal nature of the business to be transacted, that the public and press be excluded for this item

14. HOWARDS COMMON (BELTON HEATH)

With no further business the meeting closed 9 50pm.