

CASTLE ACRE PARISH COUNCIL

Minutes of the meeting held in the village hall on Thurs 13 June 2013:

Present: Mrs G Thorneywork (GT) Mr S Barnfield (SB)
Mr T Hubbard (TH) Mr J Moriarty (JM),
Mr L Fisher (LF) Vice – Chairman (standing in as Chair)

In attendance: Ms L Roast (Clerk), 1 person from the public.

Apologies: Mr M Dwyer (MD), Mr M Hickey (MH), Ms C Williams (CW), Mrs H Breach (HB)

30 Police Crime Report.

Deborah Pearson PCSO from Dersingham & Gayton Neighbourhood Policing Team. No Crimes reported. A1065 speed checks at the George & Dragon Junction have been actioned and David Lloyd from Traffic Management is conducting a survey.

31 Minutes of Previous Meeting of 9 May.

Amendments noted and then agreed. SB proposed and GT seconded.

32 Actions from Previous Meeting.

57 **Rubbish Bin by Ford.** The Council to still monitor the situation. JM suggested that residents be informed to contact BCKLWN Clean Up team if rubbish built up on 0500 253 2687, cleanup@west-norfolk.gov as they are ultimately responsible.

109 **Holkham Letter.** TH spoke about the complications that signing a new tenancy agreement might cause i.e. an increase in rent. TM proposed that JM to start negotiations on relinquishing the agricultural tenancy with James Bracey of the Holkham Estate, and to discuss the additional allotment area in Pales Green. SB seconded the proposal.

124 **English Heritage Castle Rubbish Bin.** The final cost of a new bin has been emailed to English Heritage and we await their decision on funding.

33 5 Year Action Plan

CA Notice Board. GT reported that CW had spoken to Litcham and had a supplier who was putting together a quote for a three panelled board. Castle Acre Playing Field Association (CAPFA) happy to site the board on the field. £680 surplus still in the PC bank account.

34 Health & Safety

It was noted that two branches had blown down in the playground area of playing field – Greenman Woodlands liaising with CAPFA. SB checked Stocks Green trees. SB noted that East Green trees extended into BT lines. SB to talk to BT about cutting the trees back. No safety issues at present but PC agreed to include an amount in the next budget for tree inspection and work. TH would like to identify each PC owned tree. SB suggested that a rolling plan be adopted looking at one area of the village at one time i.e. focus on Stocks Green then focus on St James Green etc.

35 Matters requested by Councillors

None requested

36 Planning.

JM declared an interest and opted out of discussions

Albert Victor/ Victory House removal of Dormer window 13/00764/LB

SB declared an interest.

This application had been withdrawn, amended and re submitted, being an alteration to 13/00708/F. Councillors studied both sets of plans and agreed there were no objections to either application.

Former Smithy Barn at Lodge Farm 13/00722/F

The plans were discussed and viewed. The Council found no objections.

37 Correspondence**Alberma House/Rose Cottage**

Comments had been received by the council by concerned members of the public on the clearing of hedges and a wall on the site which is in the conservation area. No planning applications were pending on this site at BCKLWN. Damage had been noted on an old wall to the north of the site. JM to check whether the Conservation Officer had been out to the site to inspect the wall.

38. Reports.

LF reported on Highways (from MH list).

St James' Green/Archer Lane kerb reduction: programmed for summer

South Acre Ford traffic prohibition order: programmed for 2013/14 financial year.

South Acre Ford 'no access beyond this point' signs: programmed for next 13 weeks

South Acre Ford removal of car pull in: Status to be checked

White Lines Bailey Street/Stocks Green: Programmed for next 13 weeks

Massingham Road Flooding, new grips: Programmed for next 13 weeks

Back Lane Potholes: Programmed for next 13 weeks

Massingham Road finger post: Repair requested

Potholes Town Lane/Bailey Street: Programmed

Chimney Street/Blind Lane painted give way sign: Chased

Gritting St James Green: Requested

Chimney Street (South Acre Ford Road) sign repair: Completed

JM suggested that emergency closure of Bailey Street and late notification of closure be explained in Nar Valley News. Closure due to repair of serious water mains collapse which threatened telephone switching board.

SB had reported the second damage to Bailey Gate to Will Fletcher of English Heritage but as yet, nothing had been progressed. PC to check if the road restriction signs include height.

SB reported on Playing Field.

CAPFA now well funded to around £17,000 through grants etc. Emergency work on Pavilion been carried out - £2,083. Parish Council had agreed to pay for this at earlier meeting.

£3000-4000 needed to spruce up the pavilion itself. £35000 grant being sought for Bowls

Pavilion refurbishment. £2,000 grant being sought to refurbish skate board ramp.

CAPFA looking into the drainage of the field. CAPFA may start their own article in Nar Valley News' and may set up and pay for their own page on castleacre.info.

JM reported on Borough Council

Toby Cook replaces Janet Murphy and should be invited to Parish Council meetings.

Food Waste bags not available locally. JM to ask Costcutter if they would be able to stock them.

Site specific planning document should be released within week.

The new bin collection company were missing bin at end of Drury Lane and have been informed.

The Clerk reported on meeting with English Heritage and Norfolk Archaeological Trust
Contractors and representatives walked round the Priory Walls. Tree Officer from King's Lynn present to advise on any tree work requested. Stray Elders, Ivy and some trees to be removed and flint outer wall to be repaired in pockets. Work to start at Ford in July where walls to be held up by buttresses. The Parish Council agreed that local, traditional reclaimed bricks be used for the Buttresses. The Clerk to inform Will Fletcher of English Heritage. The Clerk also reported that the routing of some of the non-designated footpaths would be looked at. Following completion of the work, the area would be managed by a trust. **The Clerk to request Parish Council consultation on footpaths.**

39. **Yearly Audit.** The Clerk presented the accounts and the Trust Fund explained. The money given to the Parish Council from Playgroup was in trust for 2 years, after which it became included in the PC funds, although still earmarked for purpose. No anomalies in monies this year. Richard Price had spent time sorting them and had spoken to Mike McCrae at Mazars (external auditors) as no final figures had been agreed from last year. SB proposed that Bank Statements be brought to each Parish Council meeting in future and balance be read out. LF read out questions on Audit form and ticked the boxes accordingly. The forms were duly signed and agreed.
40. **Accounts.** The following cheques were signed; payments were proposed by GT and seconded by SB: FCC Recycling (UK) Ltd £34.90, E.on Energy (Electricity May) £46.36, Transfer of Trust Fund to CAPFA £5,074.80, Linda Roast (printing for Transport Survey) £38.09, Environment Agency £34.56, Castle Acre Playing Field Association (Insurance) £1095.00 Green Man Woodlands £80.00
41. **Village Maintenance.**
Safety check to Castle Wall at Cuckstool Lane Cottage.
Despite reminders to Will Fletcher at English Heritage, nothing had been progressed. Mr & Mrs Shelton very concerned. The Clerk to contact Will Fletcher.
School Gardens Allotments.
The Parish Council had received concerns about the un-worked allotments. **The Clerk to look at the rules and send letters to tenants concerned.**
Seat at South Acre Ford.
Seat still needs mending as a car reversed into it. The Clerk to chase CW about getting the blacksmith to mend it.
42. **Public Question Time.**
No questions.
- The meeting closed at 9pm.
The next PC Meeting will take place at 7:30pm on Thurs 11 July at the Village Hall.