

CASTLE ACRE PARISH COUNCIL

Minutes of the Parish Council meeting held in the village hall on Thursday 14 May 2015:

Present: Mr J Moriarty (JM) Mr Sean Allen (SA)
Mr T Hubbard (TH) Mr L Fisher (LF) Vice-Chairman
Mr M Hickey (MH) Chairman Mr Richard Read (RR)

In attendance: Ms L Roast (Clerk), 4 members of the public, Toby Coke (NCC)

Apologies: Mrs H Breach (HB), Ms Charlie Williams (CW)

13 Election of Chairman and Vice-Chairman

The Clerk opened the meeting and invited nominations:

Mr Laurie Fisher nominated Mr Martin Hickey as Chairman. Seconded by Mr Tim Hubbard. All councilors voted in favour.

Mr Martin Hickey nominated Mr Laurie Fisher as Vice chairman. Seconded by Mr Tim Hubbard. All councilors voted in favour.

MH welcomed new Councilor Richard Read.

14 Appointment of Councillor responsibilities

Financial officer: Mr Martin Hickey.

Allotment Officer: Mr Richard Read

Highways Officer: Mr Martin Hickey

Health and Safety Officer: Mr Sean Allen

Village Tree Officer: Mr Tim Hubbard

Liaison posts

Playing Field Association: Mr Martin Hickey

CA School: Ms Charlie Williams

CA Village Hall: Mrs Helen Breach

15 Code of conduct papers were passed to new Cllr Richard Read. Noted all re-elected Cllrs must complete a further Code of Conduct return. All Councillors must submit their (nil) election expenses to The Clerk by 3rd June.

16 Dates of all meetings over the next Parish year to March 2016 were handed out.

17 Co-opting of new Parish Councillor

A notice seeking nominations will go both in the June edition of Nar Valley News and on village noticeboards asking for interested parties to send by 25 June their resume and reasons for wanting to be on the Council. Cllrs to vote on nominees at the July meeting.

18 **Police Crime Report** - no report. Toby Coke to investigate whether the lack of a nominated PCSO is the outcome of CAPC refusing the 50/50 funding offer.

19 Minutes of monthly Council meeting of 9 April and extraordinary meeting of 29 April

Minutes of 9 April: Mr T Hubbard proposed, Mr Sean Allen seconded. Agreed.

Minutes of extraordinary meeting of 29 April: Mr T Hubbard proposed, Mr Sean Allen seconded. Agreed.

20 Actions from previous meeting:

28 **Lease for Pales Green grass strip** – still in process. Solicitor on holiday.

- 137 **Allotment moat trees** – funds now available and work to proceed later this summer.
- 24 **English Heritage** – MH is meeting with English Heritage on 22 May to review progress on Bailey Gate repairs, the allotments encroaching the boundary of the Ancient Monument and securing a larger bin on the Castle car park.
- 65 **Castle Acre Village Sign** – now at the Clerk's house for pick up and repair by SA. MH to look for grants suitable for new aluminium sign to be commissioned.
- Slap gate East Green** - Not yet repaired by Holkham.
- 85 **SA ford road traffic prohibition** – meeting arranged for 12 June at 10am attending: Toby Coke (NCC), Karl Rands (Highways), James Bracey (Holkham), Carlo Fountain (Narford Hall), Helen Mandley (NRT), Roger Gerry (Natural England), Jim Moriarty (BCKLWN & CA Parish Council) and Martin Hickey (CA Parish Council). Cllrs approved the (budgeted) proposal to purchase and install a small 'No parking beyond this point' sign to encourage vehicles not to go further than the last pull-in on the South Acre Road.
- 86 **Christmas tree on Stocks Green** - the Clerk to obtain costs of solar lights. Health & safety issues still need to be addressed.
- 102 **West Acre Road safety initiative** – Mr Toby Coke and MH suggested that after the SA ford meeting on 12 June, interested parties should reassemble at the West Acre Road to consider alternative traffic warning signage.
- 116 **Pales Green Gates** – Mr Nigel Chambers of Playground Cottage has kindly offered to put a wooden fence along the side of the allotments and 5 bar entrance gate to the Green at no cost to the PC. The Clerk to write with thanks. The former double gates are now installed at the playing field entrance.
- School garden Allotments** – Email from Holkham read out. Draft heads of terms: *Tenant: Castle Acre Parish Council. Land: Castle Acre Allotments, Pales Green as outlined in red on plan. Use: Allotments only. Subletting & Assignment: No assignment. Subletting is allowed to allotment holders only. Term: 20 years. Term Commencement: 11th October 2015. Rent: £200 pa. Payable biannually. Break clause: Landlord rolling break clause after year 1. Tenant Responsibilities: Management of allotment and allotment holders. Keep tidy at all times.*
- To be reviewed at June meeting in the light of the rent now being greater than the current allotment fees.

21 **5 Year Action Plan/Through Traffic Plan.**

The funding bid for 50% of the cost of a Trod and SAM2 speed sign has been approved. MH proposed that St James Green Trod proceeds. Seconded SA. All agreed. MH stated that SAM2 would be shared with Sporle Parish Council who have agreed and signed the draft agreement, thus making the net cost to Castle Acre of £720. TH stated that he was against the SAM2 sign because of the complications of continuing responsibility long term. Councillors thought it would be worth trying the unit to see if it helped reduce speeding. RR offered to be responsible for SAM2 - gratefully accepted. LF proposed that the SAM2 be purchased. Seconded by RR. Councillors voted for the SAM2 five for and one against. MH to investigate whether the unit can capture vehicle speed data and the cost implication.

The Community Speedwatch Group. SA reported that the volunteer Speedwatchers are losing interest due mainly to the fact that they can only record the amount of vehicles that are speeding rather than taking the violations further. SA to send the Clerk some critical observations that will be forwarded to NCC, via Mr Toby Coke.

22 **Health & Safety.** No issues.

23 Matters requested by Councillors.

E.ON Electricity – E.ON has not raised prices for nine years but it is now introducing a new tariff charge of 12.4p per kWh, up from 9.2p per kWh, a rise of 35% , increasing the yearly charge from £546 to £740. Other suppliers were contacted but none offered a better price.

Agreed to accept and stay with E.ON as our current supplier but to be reviewed in future. Cllrs to consider whether some or all lights could be turned off earlier each evening to save energy.

Bins on Stocks Green – via BCKLWN, Jack Daniels, the litter bin contractors Kier have asked that, for health and safety reasons, the old cast iron bins be replaced with modern housings that could take a small or large wheelie bin (as on the playing field). JM to meet Kier and work with Mr Daniels on a solution.

Parish Insurance – lower quotation received and the Clerk is in consultation with insurance companies. The Clerk to check whether all the items listed in detail are required.

Directional sign to Village Shop & Post Office – Costcutter has requested a sign to inform visitors to Stocks Green of the village shop. Councillors agreed on condition that the sign is Village Shop and Post Office(or PO), with Highways approval (given) and that the cost is met by Costcutter. The Clerk to investigate design and costs.

FCAC Cake Stall on Stocks Green – request received from Friends of Castle Acre Church for a regular monthly cake stall. While Councillors are sympathetic, they agreed a regular stall might discourage other charity cake stalls from occasionally setting up on Stocks Green. The Clerk to inform FCAC.

24 Planning Mr Jim Moriarty opted out of the discussion.

LDF Update – Mr James Bracey from Holkham and Mr Patrick Grange, developer of Rose and Alberma cottages, were invited to speak about their joint plans for the preferred option sites north west of Stone Barn on the Massingham Road. Mr Bracey reported that BCKLWN would like the sites to be seen as a joint/hybrid application rather than 2 separate ones.

Holkham's plans for 11 properties are still in the design planning stage and only an outline application will be submitted now. However Mr Grange's application will be for detailed planning as the land is in the Conservation Area. The four houses, to the agreed exemplar designs, will now front the Massingham road with their own driveways. The dwellings will be set back to accommodate both a 1.5 metre footway and a road width of 4.8 metres. MH expressed concern at Holkham's outline application. Mr Bracey reassured Cllrs that the designs of the houses would contribute positively to the area. Detailed plans would be sought at a later date relying on BCKLWN Planning department to review. MH expressed scepticism and insisted on full consultation with CAPC first.

MH opened up the meeting for questions from residents. It was noted that the proposed access road to the Holkham development land would exit directly opposite Stone Barn's large windows resulting in visual disturbance, especially at night. Cllrs suggested the access road could be move further north from Stone Barn. Mr Bracey agreed to consider this and to seek Highways' views. The residents of Stone Barn invited Cllrs to their property any time after the 8 June to see the effect on their location. Clerk to organise. .

25 Correspondence

Civic Awards – letter read out from Queenie Parker thanking the PC for their support.

RAF Marham Station Commander invitation 26 June – LF to attend in MH's absence.

UK vintage letterboxes stolen – information put into correspondence bag for review.

26 Reports

Martin Hickey - Highways. The two posts at the Stocks Green end of Bailey Gate are programmed for installation soon.

Friends of Castle Acre School Duck Race. Event raised over £900.

Martin Hickey – CA Playing Field Association. Brett Corder to remain as Chairman for one more year only. Gwyneth Thorneywork is Vice-Chairman, Paul Hooton Treasurer. 2 or 3 more new committee members expected.

Jim Moriarty – Borough Council. MH congratulated JM for winning his election. JM promoted Lynn Lumiere as a worthwhile event.

27 Accounts

The following cheques were signed - payments were proposed by Mr Laurie Fisher and seconded by Mr Jim Moriarty: FCC Recycling (UK) Ltd £34.90

E.on Energy (electricity) £44.87, Castle Acre Playing Field Insurance policy £1176.15

TTSR (Greens cutting half payment) £692.47, Sean Allen (Notice Board) £840.00,

Environmental Agency (Drainage) £34.67, AON Limited (Parish Insurance) £423.44

28 Village Maintenance

Post outside Abbey Cottage on corner of South Acre Road was run into and removed. Needs replacing.

St James Green posts –third post needs reinstating after a tractor/trailer hit it.

Spring litter pick, organised by Paul Stevenson, was a success – Clerk to record Council's thanks in the Nar Valley News

There had been some unauthorised parking on St James' Green.

Low hanging trees at the playing field entrance need trimming back.

North Street Alley - vegetation also needs cutting. The Clerk to get quotes.

29 Public Question Time - No questions

The meeting closed at 9pm. The next Parish Council meeting is at 7.30pm. Thursday 11 June in the village hall.