



MUTFORD PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council held at Mutford Village Hall on Monday 4th December 2017 Commencing at 7pm

106/17 Present

Cllrs. Carl O'Brien CBE, Martin Warnes, David Greenacre, Theresa Robinson, Paul Randle,
J. Armstrong (Clerk), 1 member of the public

107/17 Apologies for absence

Cllrs. Neil Glendinning, Shirley Cole, WDC Cllr Kevin Springall, SCC Cllr David Ritchie

108/17 Declarations of Interest

None

109/17 Minutes of the meeting of 6th November 2017

It was proposed by Cllr Warnes, seconded Cllr Greenacre that the minutes of the meeting of 6th November 2017 be accepted as a true record. This was agreed. The minutes were signed by the Chairman.

110/17 Matters arising not otherwise on the agenda

There were no matters arising not otherwise on the agenda

The meeting was adjourned for questions and comments from the public and reports.

111/17 Questions and comments from the public

None

112/17 SCC Report

There was no SCC report

113/17 WDC Report

There was no WDC report

114/17 Police Report

The recorded crimes website shows 3 reported crimes in September 2017 2 burglaries on Hulver Road and 1 burglary on Church Road

The meeting was re-opened by the Chairman

115/17 Correspondence

Letters/emails were received from
WDC with details of the merger of WDC and SCDC

Signed Chairman _____ Clerk _____ Date _____

SALC with details of the vacancy for a new CEO.
SALC with information that two vacancies for board members were not filled at the AGM. Anyone who wishes to be considered for membership of the board should get in touch with SALC by 12th January 2018 board vacancies

116/17 Finance

116/17/1 On a proposition by Cllr Warnes seconded Cllr Robinson members confirmed the following payments

Neighbourhood Plan Expenses £24.30 payee H Tonkin cheque number 000175
Printing costs for Neighbourhood Plan £68.60 payee H Tonkin cheque number 000176

Clerk's pay Oct/Dec £312.00 payee J Armstrong cheque number 000177

PAYE on clerks pay Oct/Dec payee HMRC cheque number 000178

Playground maintenance and bin emptying November £85.00 payee Robin Mills cheque number 000179

116/17/2 Account balances

The clerk reported that current account had a balance of £6382.15 at the 27th Oct 2017.

116/17/3 Precept Request for 2018/19

Following discussion, **it was agreed to request a precept of £3470.99 for 2018/19.**

The precept represents a 0% change from 2017/18

116/17/4 Appointment of External Auditors.

The clerk reported that PKF Littlejohn LLP have been appointed as the external auditors for the next 5 years.

117/17 Planning

117/17/1 Planning Applications

Amended site plan for DC/17/4265/FUL Demolition of existing garage and store, replacement with two storey extension containing play room and gymnasium and erection of part front boundary wall to site entrance Beulah Hall Dairy Lane Mutford. The clerk reported that he had received documents relating to the original application but they were unclear as to what the amendments were. The clerk further reported that he had written to WDC pointing out the work on an entrance wall had been started and requested that a stop notice be issued until a decision had been made on the amended application. It was also pointed out to WDC that the earthworks that had been carried out around the perimeter of the property may exceed the permitted development limit and asked for that to be investigated.

117/17/2 Outcome of planning applications

DC/17/4265/FUL Demolition of existing garage and store, replacement with two storey extension containing play room and gymnasium. (The applicant agreed to remove the element of the entrance wall) **WDC Permitted**

117/17/3 Planning Condition Breaches

The clerk reported that there was no further information at the stage.

118/17 Kessingland Flood defence project.

The clerk reported that the drop-in information event was held at the Village Hall on Thursday 30th November.

119/17 Data Protection Officer

Following discussion, Cllr Robinson said that she would consider taking the role. A decision would be made at a future meeting.

120/17 Neighbourhood Plan

In the absence of the NP Chairman Cllr Glendinning the clerk gave a brief summary of progress on the neighbourhood plan. The meeting for residents to receive an

Signed Chairman _____ Clerk _____ Date _____

update on the outcomes of the survey was held on Saturday 25th November at the village hall. 57 residents attended and the Chairman gave an update on the headlines from the survey. The team are now developing the next elements of the production of the plan.

121/17 Any other business

121/17/1 Playground Report. Robin Mills said that repairs were required to the gate into the playground and would be implemented.

121/17/2 Replacement Tree. It was reported that the Village Hall Committee has replaced the Red May Tree at the front of the Hall with another Red May Tree. The Parish Council was reminded of its decision (93/17) to accept the recommendation of Cllr Warnes to replace with a walnut tree. A lengthy debate resulted in the Council agreeing to rescind its decision to pay for a walnut tree and to pay for the red may tree. This offer was declined by Mr Mills.

121/17/3 New Website. The clerk reported that the new website was available and changes had been made. Further improvements will be introduced in the near future.

121/17/4 Speed Sign Batteries. Cllr Randle informed the council of the work Mr Mills had undertaken to the new batteries for the speed sign and thanked him on behalf of the Council.

121 /17/5 Notice Board. The clerk reported that the Neighbourhood Plan team has asked if the Parish Council would purchase a notice board to be placed in the Newson Avenue area. The Council deferred a decision and asked for the item to be added to the next agenda.

104/17 Requests for items for the agenda of the next meeting

Data Protection Officer
Notice board for Newson Avenue.

105/17 Date and time of next meeting.

The next meeting will be held on **Monday 5th February 2018 at Mutford Village Hall 7.00pm.**

The meeting closed at 8.30pm.

Signed Chairman _____ Clerk _____ Date _____