

**MINUTES OF THE MEETING OF MILEHAM PARISH COUNCIL HELD AT THE VILLAGE HALL
ON TUESDAY 26 FEBRUARY 2019 AT 7.30 P.M.**

Present: Councillor A Cutbill (Chair)
Councillor M Bergan
Councillor M Butler-Stoney
Councillor M Harmer

Five parishioners.

1. Apologies for absence.

Apologies for absence had been received from Councillor Tooth who was working and these were accepted. Apologies for absence had also been received from District Councillor T Carter who was unwell (this was received after the Clerk had left for the meeting).

2. Declarations of Pecuniary Interest.

Councillor Butler –Stoney declared a DPI under appendix A in Agenda Item 7.1.2 being the applicant and a DPI under Appendix B in agenda item 5.5 being a trustee of the Playing Field Charity.

3. Minutes of the Previous Meeting.

Councillor Bergan proposed and Councillor Harmer seconded the resolution that the minutes of the meeting on 29 January having been circulated be approved. All were in favour and the minutes were duly signed by the Chairman.

4. Public Participation.

4.1 County and District Councillor Reports.

No reports were given.

4.2 Public Participation.

A parishioner informed the meeting that he wished the Parish Council to note his expression of interest to join the Parish Council.

5. Matters to Report.

5.1 Flooding to the west of Mileham.

The parishioner who has been dealing with the flooding has decided to step back now that a report had been produced. This report from Norfolk County Council had been circulated and it was agreed to invite the Flood Officer to a meeting to explain what is needed in the next 12 months. The Clerk is to respond to the draft Investigation Report to state that it is Mileham Parish Council not Litcham that would be involved. The report was discussed and this will be considered at a future meeting.

5.2 Fence at the Village Hall.

The fence had not been repaired and Councillor Butler Stoney stated that this is a not a danger will be repaired in due course. Councillor Butler-Stoney will discuss this with the Village Hall Committee. The Village Hall stated that as this is not their fence it cannot enforce its repair. It was agreed to remove this from the agenda.

5.3 Defibrillator.

The Clerk had circulated the quotation from Community Heartbeat for the ongoing costs for maintenance. It was agreed that these were reasonable. After discussion it was agreed to purchase the defibrillator with an annual maintenance agreement.

5.4 Sale of Mileham School and Land.

A letter had been received from NP Law which had been circulated. The possible proposals

appear to be the same as the Parish Council wish for. It was agreed to respond to NP Law stating that the Parish Council would be interested in becoming the trustees of the Charity so that any income from the sale can be used for Mileham children. The Clerk will also respond to the parishioner who has contacted the Charity Commission.

5.5 Upkeep of the Playing Field.

The Clerk requested who is responsible for the maintenance as at present the Parish Council has organised a contractor and will pay him direct. There is a Playing Field Charity which manages the area and inspects weekly and carries out maintenance. There is no annual RoSPA safety inspection carried out. It was agreed to obtain a quotation from Zurich to take on the insurance of the area which at present is £800 per annum.

5.6 Notice Board.

This had still not been undertaken and Councillor Butler-Stoney stated that he would ensure this is removed and repaired in the spring.

5.7 Grass Cutting.

The contractor had been appointed and a meeting will be held in April with the contractor and the Clerk.

6. Highways.

6.1 Report from Items raised at the previous meeting.

The ditch on Beeston Road had been repaired but it is not satisfactory as the ditch is already becoming full and flooding the passing place. Norfolk County Council will be contacted again. The Clerk reported that he had reported to Norfolk County Council all items raised at the last meeting. Action had been identified to repair the potholes on The Street and Beeston Road. The finger post at the Mileham Road/Dereham Road junction had been re-reported by Norfolk County Council as this had been reported in the wrong place. The finger post at Back Lane/The Street had been reported again. The Clerk had contacted Norfolk County Council and the contractor regarding the traffic counter on The Street but had not received any notification as to why it is there. A parishioner stated that there was a request from Norfolk County Council to the applicant for the 3 houses to conduct a check to ensure the splay is adequate.

6.2 New problems.

The potholes near to the Village Hall on the footway and on Beeston Road near to Dairy Farm will be reported. There are problems with ditches on Beeston Road which needs clearing and on Litcham Road which is flooding the road. The Clerk will circulate the SAM2 results. Norfolk County Council will be requested to inspect the footway from the Village Hall to Burwood Hall as this needs resurfacing.

6.3 Bus Shelter.

The provision of an enlarged bus shelter was discussed at length. The quotation received had suggested that an extension could only be possible with the moving of the existing and purchase of an additional one. The Clerk will make enquires on how many children will be using the bus shelter this year and with the new intake in September, to see if this will benefit the children in the winter. The Clerk will confirm the stops in Mileham for the new service and circulate these.

6.4 Dog Fouling.

The notice from the Dog Warden had been put in the Church and Village Magazine and also on the website. It was agreed to see if there is any improvement.

7. Planning.

7.1 Applications.

7.1.1 3PL/2019/0081/HOU- 22 Claxton Close-proposed front and rear extensions to dwelling.

Councillor Cutbill proposed and Councillor Harmer seconded the resolution that no objection be raised. All were in favour.

Councillor Butler-Stoney withdrew from the meeting.

7.1.2 3PL/2019/0018/F-Burwood Hall-open span building for housing cattle.
 Councillor Cutbill proposed and Councillor Bergan seconded the resolution that no objection be raised. All were in favour.

Councillor Butler-Stoney re-joined the meeting

7.2 Decisions.

There were no decisions to report.

7.3 Planning Committee.

No notification had been received whether any applications have been referred to the Planning Committee.

8. Finance.

8.1 Budget.

The Clerk reminded the members that March is the last month in this financial year and if there are any donations to be paid these need to be in the March cheques. No request had been received from the church. It was agreed that £500 would be donated.

Councillor Cutbill proposed and Councillor Harmer seconded the resolution that the budget which had been circulated be approved. All were in favour.

8.2 Balances and cheques for authorisation.

The new Clerk informed the meeting that the bus shelter had been added to the policy at no additional cost. The VAT refund had been received.

Councillor Bergan proposed and Councillor Harmer seconded the resolution that the balances and cheques for authorisation which had been circulated be approved. All were in favour.

Balances :-

Business Premium Account.

Balance at 28 09 18	8594.05
Interest 03 12 18	<u>4.29</u>
Balance at 31 12 18	8598.34

Community Account

Balance at 31 12 18	4603.40
Less cheques authorised September 2018-	<u>92.40</u>
	4511.00
Plus Vat Refund	<u>1238.22</u>
Balance at 31 01 19	5749.22
Less unrepresented cheques authorised January	<u>1036.41</u>
Balance at 31 01 19	4712.81

Amount available for Section 137 :
 Spend to Date : £00.00

Cheques for authorisation:

674	B J Leigh Salary	Salary January 16 hours @12.012 less PAYE 38.40	153.79
675	D Secker	Salary February 16 hours @ £10.16 less PAYE 32.40	130.16
676	HMRC	PAYE	70.80
677	Zurich Municipal	Insurance	282.96

8.3 Filing Cabinet.

It was agreed to purchase a cabinet for the new Clerk.

9. Correspondence.

The following correspondence would be circulated.

9.1

Local Plan

9.2

Clerks and Councils Direct March

10. Matters for the next meeting.

10.1 Local Plan Consultation

10.2 Co-option to the Parish Council

10.3 Bench at the Shop.

11. Date of next meeting.

This was confirmed as Tuesday 26 March 2019 at 7.30p.m. in the Village Hall.

The meeting closed at 2114.