

BOUGHTON PARISH COUNCIL

~~DRAFT~~ MINUTES OF THE PARISH COUNCIL MEETING HELD ON FRIDAY 22 January 2016 AT
7:00PM
VENUE: THE VILLAGE CENTRE, ALL SAINTS CHURCH, BOUGHTON

Present: Chair: Cllr Tom Roberts
Vice Chair: Cllr Peter Agate
Cllrs: Cllr Andy Beeston
Cllr David Cooper
Cllr Ian Davis

Additional attendees: Cllr Colin Sampson (Borough Councillor); and three members of the public.

1. **Apologies.** Apologies received from Carole Edwards (Clerk) and Cllrs Mark Pogmore and Jason Stacey; and Cllr Martin Storey NCC.
 - Carole Edwards (Clerk) joined the meeting at 8.12pm.
2. **Declarations of interest.** There were no declarations of interest.
3. **Minutes of the ordinary meeting held on Friday 23 October 2015.** The minutes of the meeting (five pages numbered 46 to 52) having been circulated to all prior to the meeting, were agreed as correct and signed by the Chairman.
4. **Matters arising.**
 - There was an error in item 4 of the minutes of the AGM which should not have included Cllr Agate as "Planning". Council agreed a correction to the minutes.

Correspondence:

- Various correspondence has been received and circulated to councillors.
- There is a Borough Council meeting in February to provide details about changes in planning – see planning section.
- Playground – see playground section.
- RAF Marham – see Chairman's report.
- There are training courses available for new councillors.

6 Chairman's report:

- Congratulations to all councillors for their efforts in recent months relating to various village events/activities which all appear to have most successful.
- Fen working parties continue, the central channel of the river has been cleared of reeds and various areas have been cleared of scrub willow. More working parties are planned up to the end of March.
- Homewatch - There are 7 village members involved in this and it was proposed and agreed that the Parish Council write and ask if they need any support from the PC.
- RAF Marham – An invitation has been received from the RAF to send one parish councillor to attend regular update meetings on progress with developments and then

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disseminate this to the PC and villagers. All councillors were agreed that the Chairman should continue in this role.

7 Reports from Councillors

- **Communications:**
- Potholes – an email has been sent to Group4News for inclusion in the next edition encouraging everyone to report potholes and verge erosion to the Highways Department.
- Councillors Roberts & Davis delivered a copy of the “Welcome to Boughton” letter to the new residents of Horseman’s Cottage last week and received a warm welcome. It is their intention to do a similar visit to any property when new people move in.

- **Fen Committee:**
- In the absence of Cllr Pogmore, Cllr Cooper gave the meeting a brief update on works completed so far this winter.
- The excellent management of the Fen and the sterling work of the fen committee was discussed. The importance of having contingency plans in place should any key personnel be unavailable was considered. It was proposed by Cllr Davis that an emergency meeting of the Fen Committee be held to discuss the way forward, Council all in favour. Cllr Roberts agreed to make early contact with Cllr Pogmore to clarify the situation.
- Cllr Agate raised concerns over the water level in middle fen and the apparent leeching through the bank for approximately 150m in the middle of Stringside bank. The ground adjacent to the drain is running with water and very soft, and may be at risk of collapse. The sluice was above the water level, yet water was running through/over the bank adjacent to White Farm Bridge. Diane Monsey plans to visit in the next month to view the lower sections of the bank on the fen. Natural England should be consulted as they advised on the installation of the sluice. In the meantime we should consider cordoning off the affected areas for public safety reasons and directing the public to the top of the bank avoiding the very soft areas. Cllr Roberts to contact the relevant authorities.
- Cllr Agate noted that he had not received the minutes of the Fen Committee meeting held on 09/10/15. Cllr Davis noted that the minutes had been circulated by Cllr Pogmore on 18/12/15 but Cllr Agate appears to have been accidentally missed off the circulation list.
- Cllr Agate asked why the Fen Committee meeting due on 11th December had been cancelled. It was agreed by councillors that it should be rescheduled ASAP.

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- Cllr Agate stated that the revised budget due in September 2015 has not yet been issued to the PC/RFO by the Fen Committee.
- From the floor – Kevin Fisher stated that he had received no updates for the Boughton Fen website since 2014. Cllr Roberts to discuss the whereabouts of missing minutes with the Parish Clerk.
- Although unable to attend, Cllr Pogmore (Chairman of the Fen Committee) submitted the following report for inclusion in the minutes:
 - Winter work on the fen has continued apace, with considerable areas of scrub being cleared, along with the cutting back of a large storm damaged tree, and a fallen tree being removed from the river.
 - The EA's contractor has trimmed reed in Stringside Drain, all as agreed with Natural England. Their work has continued all the way down to the River Wissey.
 - Two more successful working parties were held in November and December, continuing with more removal of re-growth before access became almost impossible with the recent heavy rains which have topped the fen up to levels we would expect at this time of the winter.
 - The reed cutting programme will hopefully continue in February with new areas being cut and cleared.
 - I would like to thank Paul Smith and David Cooper for looking after the working parties and scrub clearance whilst I have been unable to take part.
- **Financial:** Councillor Agate reported as follows:
 - After considerable discussion Cllr Roberts proposed an increase in Precept of £100. Cllr Agate abstained but all others agreed.
- A copy of the accounts to 20/01/16 has been circulated to all councillors.

Income in the period has been derived from;

Playground wine evening fundraising	£297.16
Wishing Bucket	£13.37
Interest	£0.23 + £0.70 to Fen

Consolidated expenditure incurred;

Fuel	£30.06
Grass cutting	£160.00
Stamps	£7.11
Fen – gift for survey	£36.00

Various balances within the accounts are;

Wishing Bucket	£44.10
Playground Fund	£1959.49
Playground maintenance	Exhausted

Current account balances are;



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Community Account	£3,223.34
Saver Account	£1,570.10
Fen Accounts	£10,304.78

The Council also has £80 in National Garden Vouchers, awarded in the Pride in Norfolk awards a few years ago.

- **Highways:**
- Cllr Roberts – current issues are potholes & verge control; and “licence to cultivate”. A licence to cultivate may be a possible help to reduce verge erosion and the PC is awaiting information from NCC Highways. PC to publish a short item in the next Group4News on how to report Potholes and verge erosion. It was suggested that all such reports should be copied to Cllr Storey. Cllr Davis to check with Cllr Storey if this is acceptable. Cllr Sampson reported that there is a Borough-wide map showing all existing verges. He promised to raise this at a forthcoming KL&WNBC meeting as the maps have not yet been forthcoming. Highways were also considering a 50:50 funding of repairs to local potholes. It has been confirmed by NCC (Highways) that there is no weight limit on the small bridge on the road to Barton Bendish.
- Cllr Agate gave an update on Wheelie Bin 30mph Stickers – cost £140 for 200. Cllr Agate proposed that we consult all households on the main road before committing to purchasing any stickers. Council agreed. There have been no further visits by the mobile police camera unit.
- Drain clearance – Cllr Roberts has contacted Albanwise who will flush out the drains down Crab Lane.
- Cllr Cooper asked about the Surgery Parking problem – the issue appears to have been temporary due to closure of the car park pending repairs to the surgery wall.

Planning: An invitation, from KL&WNBC, about planning system changes had been received. The Chairman encouraged as many Councillors as possible to attend.

Playground: Cllr Beeston reported as follows:

- Since the last meeting the weather has been so bad that conditions in the play area have not been conducive to its use. It is however looking very lush with the emergence of the bulbs planted last year by several children from the village.
- The experiment using pieces of pipe to protect the bases of the posts will be completed when the weather improves and the posts dry out. Suitable pipe has been supplied by Geoff Procter and will be fitted shortly.
- Fundraising continued with the “Taste and Tipple” evening which was supported by several new faces who enjoyed the evening hosted by Giles Lockett. The Muckathon added another £125 to the funds which will now be in excess of £2k once all monies are collected.

Cllr Beeston gave special thanks to the Playground Action Group, they are the people who do all the hard work.

Public footpaths & signage: Cllr Cooper reported that following a hole appearing on Cllr Stacey's' property the council have cleared the drain but there are plans to dig out all the dykes in the near future.

8 Village Assets:

- The sprayer has been "recovered".
- Cllr Cooper thought acquiring the trailer previously discussed would be a good asset and offered to negotiate with the current owner. This was agreed.
- Cllr Cooper to review the current asset register.
- Pond area – grass has been eroded by duck activity. Cllr Roberts to contact Gerald Allison at the local IDB for possible advice on the best way forward.
- Cllr Cooper asked about the crab apple on the pond green by Winward. A decision will be made when the councillors meet at the pond to discuss tree planting etc – see also next bullet point.
- There was a short discussion about Oak Seedling and the possibility of planting these where trees had been felled. This will be discussed further at the next meeting. Council to meet at pond to consider the best location - after 18th February.

Information matrix:

Following the last meeting Cllr Agate contacted NALC and they confirmed that as the information is already in the public domain, our use of it as an internal document is acceptable.

The council is reminded that the Matrix is for internal use only. Cllr Colin Sampson reported back that KL&WNBC are allowed have such a matrix but details to be kept to a minimum. Information to be kept confidential and not shared outside the council and clerk. Information is publicly available elsewhere so no issues keeping the matrix on councillors PC's, obviously password protection is advisable.

9 Reports from County and Borough Councillors:

- Councillor Sampson noted that the Planning Briefing is expected next week. This may clarify the 5yr Land Bank.
- There is a vote on Thursday to keep council tax increase to 0.8%
- The devolution issue has not gone away and is still a possibility at some time in the future.
- Borough pot of grant money has been renewed and is available for any local projects.

10 Public Questions. There were no public questions.

Mr T Curtis – thanked the council for an extremely enlightening and interesting meeting.



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Cllr Cooper stated that a small working party had made efforts to tidy up the graveyard. A second working party is planned for Tuesday Feb 2nd.

- 11 **Date of next meeting:** The next meeting will be on Friday 22nd April 2016.

