

MINUTES OF WEST DEREHAM PARISH COUNCIL MEETING
HELD AT WEST DEREHAM VILLAGE HALL
THURSDAY FEBRUARY 7TH 2013

Present: Mrs Claire Cann – Chairman, Mrs Pam Bullas, Mr Mark Dawson, Ms Paula Kellingray, Mrs Pam Walker.

10 members of the public

Papers presented to Councillors: Expenditure spreadsheet, Glazewing Report, information received from BCKLWN regarding the 2013 precept request.

1. Apologies for Absence accepted from:

Tom Foy who is deployed in Afghanistan.

Apologies were also received from PCSO Jane Edwards and Borough Councillor Trevor Manley.

2. No Declarations of Interest made.

3. Approval of the Minutes.

The minutes of the Parish Council meeting held on 06/12/12 were agreed as a true record of the meeting following the addition of the word "no" to item 6.1.

(No meeting is held in January).

4. Matters arising from previous meetings.

- It was noted a pothole in the parish has been filled by the Highway Rangers who have visited the village. They are due to be back in West Dereham the week beginning February 11th.

5. Reports

5.1 Chairman's Report:

- Due to the retirement of Ruth Marsters there is a vacancy on the Parish Council. Notice of the vacancy has been posted on the village notice boards and every household has been informed via the leaflet drop. If no election is called, the vacancy will be filled by co-option at the March meeting of the Parish Council.
The Chairman expressed the Parish Council's gratitude to Ruth Marsters who has undertaken an enormous amount of work for the village particularly on the new Village Hall.
- The Chairman reported that the present Clerk has changed jobs and is resigning from the post of Clerk to West Dereham Parish Council. Adverts have been placed for the vacancy and there has been some interest. Interviews for the position will take place after the closing date (February 13th) for applications.
- UK Power Networks will be cutting the electric power in the village on February 18th so trees around the electric cables at the Allotments, and elsewhere on Hilgay Road, can be trimmed. Work to trim the leylandi hedge, which overshadows part of the allotments, is programmed to be undertaken to coincide with the electric shutdown.

The meeting was briefly suspended to allow members of the public to suggest work for the Highway Rangers during their next visit to the parish:

- *There is a large pothole at the corner of The Row*
- *Holes need filling at St. Andrews Close and Bath Road.*
- *A request was made for more wooden posts to be erected along the verges. The verges by the bridge past the Old School are being eroded.*

- *The footpath sign which was located near the phone box in Station Road needs to be reinstated and the Highway Rangers will be asked to do this.*

5.2 Clerk's Report

- The Clerk is to attend a planning update on February 8th organised by the Borough Council of Kings Lynn and West Norfolk.

5.3 Police Report:

- Vigilance is recommended as oil and metal thefts are still taking place in the area.
- Some Police activity was noted in Church Road on the morning of the Parish Council meeting.
- It has been reported that a scooter has been driven across the Playing Field and along footpaths in the village. The driver is known to one of the Councillors who will speak to him.
- There is still concern that the phone box in Church Road is continually a target for anti-social behaviour.

5.4 Village Hall Report:

- The floor in the Abbey Room and the kitchen at the Village Hall has been replaced.
- Three corporate bookings of the Hall have been made for April 2013.
- Hot snacks have been introduced on bar nights at the Hall.
- The bar at the hall has proved very prosperous during its first year.

5.5 Broadband Update

The Better Broadband Project is expected to be rolled out across Norfolk towards the end of 2013.

5.6 Glazewing Report

It was felt incidents which have been reported to Glazewing have yet again failed to be mentioned on the Glazewing monthly report. Two separate incidents have been reported as being one incident and no mention has been made on the report of any police involvement. At least three other reports have been made to Glazewing during the past month which are not noted on the report. The reports appear economical with the truth and Glazewing will be asked to produce improved and accurate reports in future. The Parish Council has asked if stickers saying "Am I driving carefully" can be placed on the rear of Glazewing vehicles. Glazewing has responded via the monthly report to say that the vehicles are not like a normal box van and do not have a fixed rear section where signs can be displayed. Councillors are happy to inspect the Glazewing vehicles and make suggestions for notice placement.

Discussion took place regarding Glazewing and Station Road, particularly concerning the gritting of the road during icy weather and the recent road works undertaken along Station Road. The improved road surface is thought to encourage drivers to travel faster. The Clerk was tasked to approach Highways and Glazewing and request priority gritting of Station Road because the Parish Council is very concerned that an accident is inevitable.

Discussion also centred round obtaining information recorded by tacographs which could show the movement of vehicles to and from the Station Road site. Glazewing will be invited to attend the March meeting of the Parish Council and will be asked for the fifth time to provide information regarding the number of vehicles leaving the site between 6am and 8am in the morning.

6. Accounts

Financial position update:

The Parish Council bank balance will stand at £5528.27 once the following payments have been made.

6.1 Payments agreed in accordance with the budget:

Clerk's salary (Dec./Jan)	£144.40
Post Office - PAYE	£81.20
Country Grounds Maintenance (grounds maintenance)	£107.90
Country Grounds Maintenance (trimming of hedge at cemetery)	£294.00
S Ward (repair to village sign)	£594.00

It was noted that the village sign had needed more involved work than first envisaged but with help from residents the job remained on budget. Pam Walker was thanked for providing coprolite and James Sharman for donating bricks. A piece of Abbey Stone has been incorporated into the top layer of each corner of the sign.

6.1 Confirmation of precept request for 2013

From 2013, as a result of changes to the benefit system, council tax support to certain groups will take the form of a locally-determined reduction scheme. Under the new arrangements, the Borough Council will have the flexibility to reduce or remove council tax relief for certain groups. This will bring some households back within the tax base but the overall effect in West Dereham will be a reduction in the 2012 tax base figure. This means fewer households will cover the cost of the precept. For 2013 the Government is providing some funding to compensate and thus the Parish Council will receive a grant from the Borough Council to help offset the reduction in the tax base.

In light of this information the Parish Council has reviewed the 2013 precept request and agreed that the precept request (which Councillors had already agreed should be kept at the 2012 level) will be set so that there will be no increase to the council tax contribution made by a Band D householder in West Dereham.

The Parish Council will thus request a 2013 precept of £6909 and will receive a grant of £590. The gross known income for 2013 will be £7499 (£161 less than 2012).

6.2 Revision of West Dereham Cemetery Fees

It was agreed that the fees for the Cemetery should be increased to bring them more in line with those charged by other local councils which are considerably higher. This matter will be an agenda item for the next meeting of the Parish Council, allowing Councillors to study comparison figures provided.

7. West Dereham Allotments.

The Allotment Liaison Officer reported that there is one full allotment, one half allotment and one quarter allotment vacant. There is currently no waiting list for allotments.

As the Allotment Land Farm Business Tenancy will be put out to tender this year a meeting will be held to discuss whether further improvements can be made to the contract in light of last years spray drift incident. All interested parties will be invited.

The demand for a larger allotment plot to provide a community garden, as has been requested, needs to be gauged through the village leaflet drop.

8. Correspondence

8.1 Letter from Norfolk County Council Cabinet member for Planning and Transportation outlining the Highway Improvement Budget available to Town and Parish Councils.

8.2 "No Smoking" signs for the bus shelter

9. Planning applications received for consultation:

The Parish Council met on 09/01/12 to consider an application for a first floor extension to Ivy House, Bath Road, West Dereham 12/01992/F. This application has now been granted planning permission.

9.1 Two storey extension to existing dwelling at 2 Abbey Cottage, Station Road, West Dereham 12/01842/F

Application supported

10. Further reports/items for the next agenda.

10.1 To review bank mandate.

NO FURTHER MATTERS RAISED IN OPEN SESSION

Chairman's Signature..... Date.....