**AYLMERTON PARISH COUNCIL**

**MEETING OF THE PARISH COUNCIL**

**MINUTES**

**11th September 2018**

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The meeting commenced at 7.32pm

Present - Councillors: K Rounce (Chairman) P Fisher, John Lynes, T Williams, G Medler

In Attendance: 3 Members of the public, Clerk Patsy Adams. Cllr Sarah Butikofer

1. **APOLOGIES FOR ABSENCE** Cllr Johnny Lynes (Vice-Chairman)
2. **Declarations of interest and requests for dispensations -** None
3. **MINUTES OF THE MEETING HELD ON 10TH July 2018–** Approved
4. **PUBLIC PARTICIPATION**. **The public participation lasts for 10 minutes –** A member of the public asked if he may purchase bird food for table at the pond. The members approved this request and it was agreed that once the member of the public had made the purchase the Clerk could reimburse the payment via online banking. A member of the public asked about the sinkage in the road adjacent to the pond (discussed at the last meeting). Cllr Fisher informed the meeting and the public that Highways had repaired the damaged sewer pipe beneath the road and the sinkage was due to inadequate surface dressing.
5. **COUNTY AND DISTRICT COUNCILLOR REPORTS -** Cllr Butikofer had not arrived at this point therefore, item 5 was deferred.
6. **RED BARN LANE -To receive an Update and to discuss other village footpaths under consideration for inclusion in the definitive map.** The Clerk informed the meeting that no further news had been received regarding the registration of Red Barn Lane. It was agreed that this matter would be left with the Clerk until the November meeting. If the Landowner had not registered the lane by then the Parish Council will agree on the process they wish to adopt to commence registration. Two further footpaths were considered and it was agreed that the Clerk will purchase two ordinance survey maps and email them to Cllr Williams so that he and Cllr Fisher can provide the Clerk with a detailed drawing of the routes and also photographs. Once received the Clerk will contact NCC to determine who owns the footpaths and if the owners will consent to registration.
7. **WORKS AND GENERAL PURPOSES COMMITTEE – To receive an update** Cllr Fisher asked the meeting to form a working party to clear the pond once the vegetation has died back. This was agreed. Cllr Fisher will action.
8. **THE ALLOTMENTS – To receive an update:**

**The Fallen Tree** - It was agreed that this matter will be resolved by a working party. The removal works will commence to suit the convenience of the Allotment Holder and the weather. The Clerk asked the Chairman for a closed session to discuss a legal matter at the end of the meeting and the Chairman agreed.

Cllr Williams was thanked for the repairs he has carried out to the catch on the gate. The matter of the rotting gate post is in hand.

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Cllr Sarah Butikofer joined the meeting at 8.02pm and **item 5** was moved to this point

**COUNTY AND DISTRICT COUNCILLOR REPORTS**

Cllr Butioker updated the meeting on the following matters:

* The number of independent Councillors at the District Council has increased from 9 to 10.
* The District Council has approved the provision of 66 new sheltered apartments at Fakenham
* A structural survey of the pier has revealed problems, as a result, the District Council has approved substantial remedial works to take place before the start of the 2019 season.
* The District Council will be upgrading a number of public conveniences throughout North Norfolk.
* The District Council continue to work on the opposition of the wind turbines at Bodham
* The issues of fly tipping, bus subsidies and the future of the mobile libraries continue to be discussed at County Hall. Cllr Butikofer is confident that the threat to the mobile library service is diminishing but this may be a short-term agreement.
* Locally, the Sam2 traffic speed sign has been in Aylmerton and has now been moved to Bodham. Cllr Butikofer said that she would provide an invoice soon and it was AGREED that once received the Clerk would pay the invoice online.

Councillor John Lynes asked Cllr Butikofer why the road closure at Park Road had taken place before works had begun. Councilor Butikofer explained that the Traffic Orders are put in place some months before but she would endeavor to find our why works had not commenced according to the agreed traffic order schedule.

The opening onto the A148 discussed at the last meeting is now in the hands of the Planning Enforcement Team.

Cllr Butikofer informed the meeting that she had received a letter of complaint about rats on Church Road and she has informed Environmental Health accordingly.

1. **Governance and Financial Matters:**
2. ***To consider the bank statement.***
3. ***To authorise the payment of invoices from the Parish Council’s accounts:***

 ***The Clerk’s Salary& Expenses:***

***Salary £356.00***

***HMRC £1.00***

***Administration Expenses: £4.02***

 ***Home Office Allowance £20.00***

After consideration the payments were approved and signed accordingly. The payments will be made online with the exception of the payment to HMRC. A cheque was signed to HMRC. The members AGREED that the Clerk could receive p8

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payment before the next meeting to cover the costs of the administration expenses related to the collection of the allotment rents.

1. **CORRESPONDENCE –** To consider correspondence previously circulated to members:
2. Care & Support for Adults 2018/19
3. Annual Canvassing Request – Poster Display To APPROVE
4. Norwich Western Link Consultation
5. The Parish Partnership Scheme
6. North Norfolk Local Plan – Green Spaces
7. Norfolk Minerals & Waste Local Plan Review
8. Archant Newspapers FOI
9. NNDC Local Plan Newsletter
10. Norman Lamb’s Village Tour

To Consider correspondence received after the publication of this agenda. None.

No further comments were received.

1. **PLANNING –**
2. **Applications received:** PF/18/1500 Greenacres Sandy Lane – Application Invalidated.
3. **Applications responded to between meetings: None**
4. **Applications Decided: None**
5. **HIGHWAYS** update and to report any further highways matters see item 8. Cllr Fisher will prepare a list for the Ranger to attend to. This will be forwarded to the Clerk who will discuss with the Highways Team.
6. **To report matters that have arisen since the publication of this agenda.** None
7. **Items for the next Agenda** None
8. **Next meeting:** 13th November 2018
9. **Close.** There being no further business the Chairman closed the meeting at 8.35pm. There followed a closed session regarding the allotments and the rodent problem on Church Road.