

ASLACTON PARISH COUNCIL

MINUTES – Parish Council Meeting 19th May 2023

Venue: St Michael's Church, Aslacton

Commencement: 7.30 p.m.

Clerk: Peter Robinson, The Old Rectory, Aslacton

01379 677362 : aslactonparishclerk@outlook.co.uk

Present:	Louise Thurgar (LT), Andrew Tempest (AT), Charlotte Bennett (CB), Janine Jarrett (JJ), Keith Broomhall (KB), Sally Wilkinson (SW), Sue Bancroft (SB) and 9 members of the public
1. Completion of Acceptance of Office and Register of Interest Forms	The Members completed the Acceptance of Office forms. It was required that the Register of Interest forms were completed electronically and this had been completed before the meeting, the Clerk sending all the forms to the Monitoring Officer by e-mail.
2. Election of Chairman & Vice-Chairman	SW proposed LT as Chairman. This was seconded by JJ and unanimously agreed. JJ proposed AT as Vice-Chairman. This was seconded by SB and unanimously agreed
3. Apologies for absence	There were no apologies for absence.
4. Approval of the Minutes of the meeting of 23rd February 2023	Both Members present who attended the meeting of 23 rd February approved the minutes presented by the Clerk.
5. Matters arising from the Minutes of 23rd February 2023	The following matters arising were discussed
5a. VCHAP Consultation – development on Church Road	The Clerk said that a letter of objection to the Aslacton proposals in the VCHAP document had been sent which made particular points about the unsuitability of both the road system and the sewage system in the village to support a large development and queried the ability of the proposed plot to deal adequately with rainwater run-off. JJ reported that the VCHAP document was being submitted by SNC and it was expected that this would be 'rubber stamped' by Government. The opportunity for the Parish Council to exert some influence would come when the developers put in a planning application for the development. LT said that, although the Parish Council was not in favour of the proposed development and that it would fight the plans, it was for the Parish Council to achieve the best outcome possible for the village and this may be by also getting a village green space and ensuring an adequate allocation of affordable housing. AT said that in another village of which he had some experience, the developments being allowed were for local people with residency qualifications being applied.
5b. Village Sign – update for school involvement	JJ reported that the various design ideas had been on display over the Coronation weekend and that the thoughts of the villagers had been collated for consideration. A table of the most popular ideas was produced. The positioning of the sign was briefly discussed with the possibility of it being placed on any green space being made available through the VCHAP development or possibly on the green triangle at the bottom of the Church Road Hill. It was agreed that decisions on the sign would be decided at the

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	next meeting
5c. Defibrillator project - update	Following the notification that the academy which ran the school was not in favour of an installation due to safeguarding issues it was now necessary to find a site for the planned defibrillator. JJ reported that an old style telephone box would cost £3,000 plus installation but that a new style one would be considerably cheaper and this could possibly be placed on the verge opposite the school where an electricity supply may still be available from the original telephone box installation. It was raised that the residents of the nearest house to the old pad may object to this being reused as the positioning fouled their driveway. An alternative would be a solar powered unit but CB reported that she had contacted the ambulance service about the use of these and had been told that these were difficult to maintain as the battery condition had to be checked every day and a spare battery was required in case of charging problems. It was queried whether, as there was a defibrillator on the football pitch changing room, a unit was required in the village centre, the Councillors agreeing to pursue the idea of a village installation. There was a query raised by a member of the public as to whether these could be sited on private land and this was to be checked before the next meeting while SB was to investigate the potential access issues that may prevent a possible installation on the old telephone kiosk concrete pad
5d. 20 mph speed limit past the school – update	It was noted that Barry Duffin, who had supported the installation with a supplementary grant, had recently died but that the grant was still being applied by Norfolk County Council. The installation of the posts for the signs had been completed but there was a slight delay in the project as Barclays had 'bounced' the cheque which had been sent to NCC for the Parish Council contribution. The Clerk was pursuing Barclays to honour the cheque.
5e. Report on the Coronation celebration on 7th May	<p>JJ reported that the medals purchased for the Aslacton school children and other children in the village had been handed out at the school Coronation party on 5th May. JJ was now trying to identify children of Aslacton who did not attend the village school.</p> <p>LT reported that the joint village party on 7th May at Coronation Hall went well with approximately 80 people in attendance, representation being split roughly 50:50 between Aslacton and Great Moulton. The event was deemed by those attending as being a success</p>
6a. 2023/0987 Bridge Farm, Low Common	It was pointed out that as Bridge Farm was a listed building, any alterations had to go through the planning department although they may be small in nature. There were no objections to the plans but it was noted that the access driveway was not well documented and the Clerk was asked to look into this detail.
6b.2023/0799 Land next to 3, Church Road	The proposed development and its impact on the immediate area was discussed with issues arising about the size of the house in proportion to the site and the surrounding houses, the orientation relative to the church, the siting of the new access and driveway, the addition of more sewage to an already overstressed system, the potential difficulty of dealing with the surface water on a small plot with a clay subsoil and the use of board fencing amongst those concerning the Councillors. The Clerk was asked to write to the Planning Department expressing the views of the Councillors.
7. Approval of the accounts for 2022/23	The relevant accounts and AGAR forms had been circulated prior to the meeting and the Councillors approved the accounts and the relevant AGAR forms.

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8. Clerks Report	In order that actions which had been taken since the last meeting were reported to the Members, the Clerk reported on the following matters:																		
8a. Western Farm Update	The Clerk reported that the planning appeal had failed and that it was expected that the live-in caravans that were currently on the site would be removed by the enforcement department. The previous chairman was following up on the removal of the caravans but this was expected to take some time to achieve.																		
8b. Footpath handrail	It was noted that the handrail had not yet been fixed to the new steps on footpath 11 and in the absence of a footpath report, the Clerk was asked to contact the footpath warden to arrange their installation.																		
8c. Coopers Close footpath	The Clerk reported that he had contacted the relevant planning officer to see what the delay was as the footpaths fronting Church Road had not yet been surfaced and the planned hedging had not been planted. He reported that the planning officer was chasing the relevant people.																		
8d. Payments made & expenses	<p>The Clerk reported outgoings of:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Clerks Wages</td> <td style="text-align: right;">£114.00</td> </tr> <tr> <td>Clerks Expenses for biotoilet guttering</td> <td style="text-align: right;">£ 21.64</td> </tr> <tr> <td>ICO registration</td> <td style="text-align: right;">£ 35.00</td> </tr> <tr> <td>Coronation medals for school children</td> <td style="text-align: right;">£286.80</td> </tr> <tr> <td>Churchyard maintenance, final payment</td> <td style="text-align: right;">£ 300.00</td> </tr> <tr> <td>NALC subscription 2023/24</td> <td style="text-align: right;">£ 161.34</td> </tr> <tr> <td>Norfolk CC for 20mph signs</td> <td style="text-align: right;">£1481.00</td> </tr> </table> <p>All payments having been approved by the Councillors at either the last meeting or by e-mail between meetings.</p> <p>The Clerk reported further expenses of</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Coronation event</td> <td style="text-align: right;">£200.00</td> </tr> <tr> <td>Insurance 2023/24</td> <td style="text-align: right;">£364.55</td> </tr> </table> <p>The Clerk said that he was querying the insurance fees but subject to the results of the final negotiation, the Councillors approved the expenditure items.</p>	Clerks Wages	£114.00	Clerks Expenses for biotoilet guttering	£ 21.64	ICO registration	£ 35.00	Coronation medals for school children	£286.80	Churchyard maintenance, final payment	£ 300.00	NALC subscription 2023/24	£ 161.34	Norfolk CC for 20mph signs	£1481.00	Coronation event	£200.00	Insurance 2023/24	£364.55
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8e. Payments received	Only one payment had been received since the last meeting, that of £200 in respect of a grant for the Coronation event at Coronation Hall.																		
9. Appointment of new cheque signatories	As two of the three cheque signatories had not stood for election in May, it was required to appoint two new signatories. AT and SB were approved to fill this 'vacancy'.																		
10. Future churchyard maintenance	The Clerk outlined the history of the payments made by the Parish Council to the Church for the grasscutting and hedge cutting of the churchyard and informed the Councillors that there was no obligation on the Parish Council to maintain the churchyard although they may wish to assist with the costs of that maintenance to ensure that it remains a pleasant place for the parishioners to see and to visit. It was agreed by the Councillors that they were prepared to provide finance but not take any responsibility for the maintenance as this should be borne by the Parochial Church Council (PCC). It was suggested by JJ that it may be appropriate for the Councillors to consider increasing the precept in 2024 as it has been held at a similar rate for some years. This would be considered when the precept is next set in January. In order that the churchyard requirements are better understood by the Parish Council the Clerk asked to attend the next meeting of the PCC.																		
Any Other Business	The Clerk asked the Councillors whether, as a new Council, they wished to include an Any Other Business item in future meetings. The Councillors agree																		

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	to this with one Councillor against.
11. Date of next meeting	There was some discussion on the need to have meetings on a Friday evening which did not suit some Councillors due to weekend commitments. The next meeting was fixed for Tuesday 4 th July with future meetings being planned for the first Tuesday of alternate months (September, November, January and March).