

Lyng Parish Council

Minutes of a meeting held on Wednesday 6th September 2017 at Lyng Village Church, 7.30 pm

Parish Councillors present: C Davis (Chair), S Bird, C Boycott, K Meader, G Moore (until 8.15pm) and K Graham (from 7.40pm).

Also in attendance: 2 member of the public, DC Bambridge and Locum Clerk H Frary

1 Apologies for absence:

Apologies were accepted from Councillor M Speller

2 Declarations of interest by councillors on any of the agenda items

No interests declared

3 Approval of the minutes of the meeting held on 12th July 2017.

The minutes of the July meeting were signed by the Chair as correct record.

4 Matters arising

None

5 To report progress on items not on the agenda from the last meeting

- Bottle Bank at The Fox. CD contacted The Fox and confirmed that the Parish Council have no objections to them siting a bottle bank at the pub.
- Notice Boards update. The repair will cost approximately £25 and the board will be ready by October. It was agreed to proceed and spend up to a maximum of £35. Proposed: CD and unanimously agreed. Reepham High have been approached to repaint the village sign but have concerns that it may need to be completed on site which may not be possible. If necessary City College will be approached. **KG to action.**
- Defibrillator. Covered under correspondence
- Moles on the Field. Gary Lake has quoted £160 to include the removal of all mole hills. Unanimously agreed to proceed.
- Permissive Path. The proposal from Charles Sayer and salient questions have been drafted and circulated. CD, KG and KM to have a site meeting to walk the route and agree position for signs. CD to continue to be the main contact point
- Working Party – Lyng Play Area. The working party was successful and the equipment cleaned. CB to replace sharp sand under swing nest in due course. A thank you note was included within the September edition of 'Hill & Vale'.
- 30mph stickers. The clerk reported that stickers are available however the cost cannot be confirmed until purchase numbers are know. It was agreed that information should be put in the magazine to suggest people purchase stickers themselves rather than make a bulk purchase.
- Meeting to discuss use of small area of the playing field for private function. CD and KG met with a resident to discuss the use of Parish Council land for a small marquee. They agreed to proceed and have drafted a contract which was signed outside the meeting.

6 Open forum for Public Participation: an opportunity to hear from members of the public (members of the public are allowed a maximum of 3 minutes each)

- (i) A resident reported damage to the red brick boundary wall of Manor Close, The Street by a passing trailer or lorry. This damage was believed to have been sustained by large delivery vehicles having extreme difficulty turning into The Fox car park. The roadway there is

narrow and on a bend. NCC have visited the site and photographs will be added to the Parish Council files.

- (ii) 1st September at approximately 3pm an HGV containing offal from Bernard Matthews travelling between Great Witchingham and Doncaster was seen in Lyng. It was noted that whilst this is legal it is of concern and the situation will be monitored as this shows that vehicles are now using Lyng as a cut-through
- (iii) DC Bambridge reported that North Tuddenham are looking to stop lorries travelling through their parish and suggested that Lyng Parish Council should contact Bernard Matthews to ask for consideration for their lorries to avoid Lyng. The number of lorries travelling through the parish has increased recently
- (iv) The final preferred route for A47 has been released and DC Bambridge explained the environmental impact of this route. **The Clerk to circulate the document to Councillors.**
- (v) The local plan document is available for consultation. HOU04 Policy is relevant to Lyng as well as the small parish specific section. DC Bambridge reminded the meeting that the consultation is about the soundness of the document and not the content at this stage.

7. Planning matters

7.1 To receive results of planning applications

- [3PL/2017/0717/HOU](#) - Valley Farm Lyng Easthaugh, Lyng: Single storey extension – Approved.
- [3DC/2017/0111/DOC](#) – Homelea, The Street, Lyng. Amendment Discharge of condition 3. CD noted that the Parish Council comment had asked for the retention of one of the last flint walls in the parish as it contains significant lichen and is a main feature in the parish. This request was ignored which was disappointing. DC Bambridge suggested write to Capita to ask for an explanation. This was unanimously agreed. **Clerk to action.**
- [3NM/2017/0050/NMA](#) – Homelea, The Steet, Lyng. Amendment in respect of internal layout & remove French doors and replace with window, new door in North facing wall. Approved.
- [3DC/2017/0099/DOC](#) – Ivanhoe, The Street, Lyng. Conditions 4 – Approved.

7.2 To comment on planning application received

- [3PL/2017/0963/F](#) – Lyng Village Hall re-build. It was agreed that there were no views or comments on this application.
- [3PL/2017/0941/HOU](#) – The Old School House, The Drift, Lyng. A single storey side extension. . It was agreed that there were no views or comments on this application.
- [3PL/2017/0479/HOU](#) – Appeal against refusal of permission. The Parish Council have received notification of the appeal. As consultee they have been informed that they may withdraw their current comments but cannot add further comments. There was consideration of PC's previous comments and it was agreed that they still stand.

8 Finances

8.1 Payments list approved:

Payment to	Description	Payment	VAT to be reclaimed
Community Car Scheme		£83.24	
Mazars LLP	Audit Fee	£125	£25
Ovington Parish Council	Locum Clerk (September)	£420.00	
Ovington Parish Council	Locum Clerk (October)	£450.00	
Total payments for approval		£1,078.24	

8.2 To Approve receipts list

Payment from	Description	Receipt
None		

9 Highways

9.1 Dualling of the A47 meeting. A Councillor will be attending this meeting.
Rural Policing Meeting. CB and KM will be attending this meeting.
It was noted that there has been a recent traffic survey in the village. **CD to send the report to the clerk to forward to DC Bambridge.**

9.2 – Traffic calming in the village. Suggestions include:

- 20mph limit through centre of village and a limitation of HGV's other than for local deliveries. **Clerk to email criteria for 20 mph to Councillors.**
- Reflective posts on the bend in Heath Road on the edge of the pavement to stop vehicles mounting the pavement.
- The need to address the difficulty of turning right into Rectory Road when travelling South East out of the village. Suggestions include a mini-roundabout
- To request more notification on Cadders Hill, when leaving the village, of turnings on the right.
- Request a 'SLOW' sign be painted on Cadders Hill once passed the island. It was noted that there was a near accident today when a vehicle drove too fast and startled a horse.
- To move the 30mph sign on Heath Road further up the hill to allow drivers to slow before reaching Hill Paddocks

The Parish Council agreed that the Clerk should contact Highways to request a site meeting to discuss these issues. **Clerk to action**

10 Allotments

10.1 MS has measured the allotments and concurs with Councillors previous measurements. It was agreed that a boundary margin will be installed when plots become vacant to ensure that this continues. It was also noted that certain plots are not maintained and there is a waiting list. **The Clerk to write to relevant plot holders and remind them of their contract to maintain their plots or ask if they wish to relinquish them. Clerk to contact people on the waiting list and update them of situation. .**

11 Play Area Inspection

11.1 CD has investigated and there are concerns that inspection reports are missing. She will contact the people on the rota to ask for copies of their inspections and confirm their continuing role. **KG and CD to action as a matter of urgency.**

12 Tree Inspection

An inspection is due. The Clerk to arrange for quotes and confirmation of the completion of the work within the cutting season of 17/18. **Clerk to action.**

13 Correspondence

Email from parishioner re. defibrillator. In line with standing orders, this issue will not be revisited within six months of the decision not to proceed. First Aid training will be planned in due course and KM will arrange an article to advertise this. **Clerk to inform resident**

Email from parishioner re. Chestnut Tree. This will be covered as part of the forthcoming tree inspection and will be discussed when the report is available. **Clerk to inform resident**

Email from parishioner re. grass verge by Manor Close. The Parish Council were copied into a letter sent NCC. CB requested the Rangers schedule and noted that Lyng is missing from the Schedule. She is awaiting a response and will inform the councillors once received. It was also noted that there are nettles overhanging the path alongside the Old Rectory wall and there are potholes along the left hand edge of Heath Road. **CB to update Council regarding the Rangers and Clerk to report if appropriate.**

Email from parishioner re. grass cutting on field/greens. CD reported that there had been recent issues with the service received by Gary Lake. The Clerk to draft a letter requesting an explanation for his lack of cutting and circulate to Councillors for agreement before sending. **Clerk to action.**

Email from parishioner re. Application Ref 3PL/2016/1260/O, Appeal no.

APP/F2605/W/17/3179533. The Clerk explained that the current Council comments will be submitted to the Planning Inspector, however the Council have the option to add or withdraw if they see fit. It was agreed that the Clerk should circulate the current comments and she was given delegated authority to respond on behalf of the council using Dr Strickland's concerns where they are not included in the existing submissions. Proposed: KG, Seconded: SB. **Clerk to action.**

14 To receive Councillors' questions

14.1 Cllr Bird

14.1.1 Footpaths are not being cut as they should be within the parish. She will attend the Highways site meeting if possible.

14.2 Cllr Boycott

14.2.1 The allotment in the middle of the village will be tidied up soon and new hedging planted.

14.2.2 Profiles of new councillors to be added to the newsletter and all profiles to be added to the website. **CB to check with MS he is happy for his information to be added to newsletter and CD to action**

14.3 Cllr Davis

14.3.1 Policy Review Timetable has been drafted by Sarah Hunter. **Clerk to check that Outlook diary has been updated to reflect this.**

14.3.2 The tree planting ceremony was very successful and was attended by approximately 20 people, including school children. **Clerk to write letter to thank The Fox for providing orange squash.**

14.3.3 Parish partnership – SAM2 sign. CD reported that she had spoken to a clerk from a village with SAM2 signs and was told that, 'Speed Awareness Signs' (SAM2), come under a 'Temporary Traffic Order' which means the signs have to be moved every 4 weeks and cannot be returned to the same site within 8 weeks. The signs will have to be moved by a willing volunteer, with Risk Assessment, and perhaps batteries may need to be charged. It is also necessary to consult with NCC, Casualty Reduction Manager. CD was also told that the cost will be approx. £6,000. However, if a Parish Partnership with HE is awarded then the cost to the parish will be approx.. £3,0000. **Clerk to add to next agenda.**

15 To discuss future Parish Council Meeting venue/dates

15.1 Wed 1st November 2017 – venue to be confirmed.

There being no further business the meeting closed at 21.40.