

CASTLE ACRE PARISH COUNCIL

Minutes of the Parish Council meeting held in the village hall on Thursday 16 June 2016:

Present: Mr M Hickey (MH) Chairman Mr L Fisher (LF) Vice-Chairman
Mr S Allen (SA), Mr T Hubbard (TH)
Ms C Williams (CW), Mr N Patrick (NP),
Mr J Moriarty (JM)

In attendance: Ms L Roast (Clerk) and 3 members of the public

Apologies: Mrs H Breach (HB)

23 Minutes of PC meeting Thursday 12 May and extra planning meeting held 24 May 2016

12 May - Mr Laurie Fisher proposed approval, Mr Tim Hubbard seconded. Agreed.

24 May - Mr Tim Hubbard proposed approval, Mr Sean Allen seconded. Agreed.

24 Actions from previous meeting:

84 **Village defibrillator** –the British Heart Foundation has refused to change the cabinet to a lockable keypad, preferring an unlocked cabinet to aid speed of use. The BHF claims thefts from unlocked cabinets are minimal. On this basis MH proposed the unit be placed outside Costcutters in view of their CCTV. All agreed. CPR training session to be agreed.

112 **Allotment boundary** - the fence has now been re-aligned.

6 **Priory Precinct Meadow and Dogs** – Holkham has agreed in principle to supplying an advisory sign on the meadow asking dog owners to clear up after their dogs. The lease for managing the meadow should be signed over to Norfolk Archaeological Trust (NAT) by the end of July 2016. A working group would then be required to manage the meadow.

9 **South Acre Road verges** – Holkham has cleared the verges of ivy.

15 **Castle car park litter bin** – Three quotes have been received. The PC agreed to go with the cheapest quote for laying a concrete base and installing the bin.

Stocks Green litter bins – JM and the Clerk met with a Borough Council representative and discussed positioning of the three new wheelie bin housings. One will go by the car park to replace the 60's style bin, one will go at the other end of the Green to replace the double black bin and the other will be placed in the middle, equidistant to these two. The Borough Council has agreed to remove the old bins and to install the new ones at no cost to the PC. The Clerk has seen the style of bins at Hunstanton and believes these will suit the Green – a resident thought the size and restricted entry would discourage holiday home owners from filling the bins at the end of their stays instead of using their proper household bins.

25 Health & Safety

Stocks Green Trees

A 20ft branch that had split was removed urgently to avoid any Health & Safety issues. There had also been an earlier incident of a 12ft branch falling outside Barnfields Café. MH read out the email from Mr Barnfield with his suggestions on what to do with Stocks Green lime trees:

“The lime trees in Stocks Green are currently unsafe. There have been two recent incidents of 12 ft branches falling to the ground and last week a vast 20 ft branch needed to be removed as an emergency measure. Last year, approx. £1,000 was spent on thinning the trees, but recent events have demonstrated this as an expensive but

unsatisfactory procedure. Tree surgeons are now recommending a serious reduction (by a third) with the procedure needing to be repeated every 5 years. It seems the idea to plant trees on the Green was a good one, but the choice of lime was poor. The trees are simply too large for the area, and the cost of maintaining them to a safe and appropriate size will be too expensive for such a small Council to maintain.

I believe a long term plan needs to be submitted to BCKLWN which will ensure: 1. The safety of visitors and residents (including the buildings). 2. The maintenance of the character of the Green. 3. The financial security of the village.

I would like to suggest the idea of periodically removing a single lime tree (starting from the east or west) whilst replacing it with a species which will grow to a height which will be appropriate to the size of the Green, be safe, and need little maintenance. To replace all of the trees in this fashion may take 20 years, but the character of the Green will be maintained. The alternative option, the cutting down of all the trees when they become unsafe, could leave the Green looking very bare for many years. The option of planting saplings whilst the limes are in place has been tried but failed.”

The PC discussed the proposal and agreed that JM would first set up a meeting with the Borough’s Tree Officer to ascertain what steps could be taken with the trees as they have preservation orders on them.

Boardwalk by River Nar, South Acre Road

CW reported that the chicken wire covering the boardwalk had worn away and was now dangerous. She asked if the Norfolk Rivers Trust would be able to replace this. The Clerk to pursue.

26 Matters requested by Councillors.

Neighbourhood Plan – at the January PC meeting, the Borough Council sent representatives to explain the process of forming a Neighbourhood Plan. MH asked whether the PC should now go ahead. JM replied that if there was enough enthusiasm from the village and people were prepared to do the work, the Plan would have real value. JM proposed that the process be started. CW seconded. Agreed. The PC agreed to call an informal public meeting (date TBC) to gauge residents enthusiasm for the Plan. Refreshments and nibbles will be provided.

Five year Action Plan 2016 -2021 – MH circulated Castle Acre’s next five year Action Plan for consideration. This is similar to the earlier draft. CW proposed that beautifying the area at South Acre ford should also be included in the list of target actions.

CW proposed that the Plan be adopted. SA seconded. Agreed. The Plan will be uploaded onto castleacre.info

Meeting attendance – any Cllr not attending six monthly meetings in a row is automatically disbarred from office. However and in line with advice from NALC, as Cllr Richard Read asked for absence from the Council in December for two months and has not been able to return for health reasons, it was noted that he can remain a Cllr.

27 Planning

16/00963/F - remove existing conservatory to rear of property, replace with extension to create kitchen/dining area at Bramleys, Massingham Road. Cllrs studied the plans and agreed to support the application as the proposed design fits the style of the existing building. **Update on outline planning permission Massingham Road** – MH reported that he was still negotiating with James Bracey to ensure the Estate applies for full planning permission for the

eleven dwellings after agreeing the designs, materials and landscaping with CAPC *and* before selling the land.

28 Correspondence

Parking at St James Green – MH circulated to Cllrs the responses from different residents, mainly in the Orchard Lane area, to the letter sent to residents about not parking on the Green, as instructed by Holkham and the Parish Council. After some discussion, the PC agreed to ask Holkham for permission to extend the existing resident only parking area at Orchard Lane by a further two spaces. The PC also agreed to consider the west side of the playing field entrance for extra parking in the future. MH to obtain quotes for grass protection matting.

Castle Acre Priory Family Trail – this is a new trail created by EH. Unfortunately, no Cllr was able to attend the open day, so no report could be given.

Castle Acre Summer Ball 25 June 2016. – the Castle Acre Summer Ball Committee has sent a letter to 60 households and to the Parish Council promising to keep all noise and disruption to a minimum. It was agreed to request the ball committee that guest cars do not park on the grass around St James' Green.

Bailey Gate Damage – e-mail sent to English Heritage (EH) by JM was read out which, in summary, stated that an enormous tractor and load attempted to reverse its way down Bailey Street, being persuaded not to go through the Gate. This now almost a weekly occurrence. One day the Gate will be badly damaged. Drivers already ignore the existing signs and JM questions whether more signs will make any difference unless refreshed with a warning to ignore satnavs. EH replied that they have tried everything over the last year or so to try and get this changed including lobbying the satnav map providers, Norfolk County Council Highways and a number of organisations. Does anybody know who the tractors belong to? EH would be delighted to write to them or the parent company/farm. CW spoke about an incident with a horsebox coming up Bailey Street and an unreasonably abusive resident who interrupted as she tried to help navigate the horse box back down Bailey Street. CW spoke to the driver who had said the signage near Blind Lane was misleading. MH agreed to have a look.

29 Reports

Highways – Archer Lane damage: Highways are finally in contact with Holkham Estate to negotiate allowing excess water to flow into Holkham's field. Orchard Lane subsidence: still not sorted out by Highways – more grips requested by resident.

Castle Acre School - Skate boarders are using the school grounds in the evening. After some discussion, it was agreed that it was up to the school to report this to the authorities.

Friends of Castle Acre School – new committee being formed. The Friends have bought picnic benches from Sandringham saw mill.

Village Hall - The next concert is Klezmerized on Saturday 18 June. The Community Payback team are painting the windows and doing other work – there will be a notice board and seat at the front of the hall.

Castle Acre Playing Field – the play equipment badly needs replacement including the skate board area. The fete on 10th July will be great – if the weather is bad, a limited fete will be held in the village hall.

Borough Council – LDF plan could be adopted by September. Superfast Broadband for 465 properties is scheduled for the Castle Acre area by 2018. Devolution still being discussed but it would need to be accepted by 28 individual councils for it to go through.

30 Accounts

The following cheques were signed - payments were proposed for approval by Mr Tim Hubbard, Mr Neil Patrick seconded. Agreed with amendment on CP Trees – should be £260 and not £290 as stated on the agenda.

Berrymans Glass Recycling Ltd - £34.90 (including £5.82 VAT)

E.on Energy (electricity) - £63.37 (including £3.02 VAT)

CP Trees Services (North Street alley trees) - £260.00

TTSR Ltd (50% of Greens etc. cutting contract) - £790.27 (including 131.71 VAT)

Lorenz Design (transparency code web updates) - £350.00

K&M Lighting Services (Bailey Street, street light timer) - £72.00 (including £12.00 VAT)

31 External audit of CAPC 2015 -16 annual accounts

The governance statement was read out and the form boxes ticked. The Accounting Statements were viewed and agreed. Mr Laurie Fisher proposed that the accounts be approved. Seconded by Mr Sean Allen. The form was duly signed by the Chairman and passed to the Clerk.

32 Village Maintenance

Manhole covers at St James' Green and at Massingham Road/West Acre Road junction need attention. Pothole in Back Lane just west of the school road junction needs attention. The Clerk to take photos along with one of a drain in North Street which had been reported as defective and send them to Highways.

Grass on the verges around the village shop area had shot up in the last few weeks. The Clerk was asked to find out when they would be strimmed. NCC instructs the Borough Council to do them every six weeks though JM warned this may be extended under local government expenditure cuts. Also noted that the Priory and Church verges had not yet been cut by contractors – the Clerk to contact.

Bonfires are a problem in the village with people not thinking of their neighbours – put note in Nar Valley news.

33 Public Question Time

A resident suggested that the money given to the county for verge cutting should be given to the PC instead to contract locally.

Village drains at High Street was not working properly and the resident concerned would send location photos to report to Highways.

Residents agreed that a replanting and maintenance plan for Stocks Green Trees is required.

The meeting closed at 9.30pm.

The next full Parish Council meeting is on Thursday 14 July at 7.30pm in the village hall.