

## CASTLE ACRE PARISH COUNCIL

Minutes of the Parish Council meeting held in the Village Hall on Thursday 11 May 2017:

Present: Mr M Hickey (MH) Chairman                      Mr L Fisher (LF) Vice-Chairman  
Mr N Patrick (NP)    Mr Martin Tate (MT)  
Mr T Hubbard (TH)    Mr S Allen (SA)  
Ms C Williams (CW)    Mrs Sheila Moister (SM),

In attendance: Ms L Roast (Clerk), and four members of the public.

Apologies: J Moriarty (Borough Councillor), Mrs H Breach (HB),

- 11 **Annual election of Chairman and Vice-Chairman.** Mr Martin Tate proposed Martin Hickey for Chairman, seconded by Mr Tim Hubbard. Mr Martin Hickey proposed Mr Laurie Fisher as Vice Chairman, seconded by Mr Tim Hubbard. Both posts were unanimously approved.
- 12 **Minutes of PC meeting Thursday 13 April 2017** - proposed by Mr Laurie Fisher, Mr T Hubbard, seconded. Agreed.
- 13 **Actions from previous meeting:**
  - 28 **Bailey Gate damage and signage** – the work by English Heritage (EH) shows no progress. MH has EH's CEO contact email address and the Clerk will send a letter urging immediate action on both the portcullis and the long overdue repairs. Highways have installed two new posts on the south side of the Bailey Gate, set at the narrowest width of the Gate. The damage post on the northern side was replaced. New highways warning signs for A1065 and repeater sign along lower Bailey Street are ordered and should be in place in a month.
  - 85 **Ostrich car park sign** – Highways have agreed positioning the sign on Massingham Road opposite Town Lane junction. Price and design are not yet available.
  - 113 **Orchard Lane - enlarging parking bay** – Patrick Grange has enlarged the parking bay and removed the earth. On behalf of CAPC, MH thanked Patrick Grange and Neil Patrick for their assistance in getting the job done. If residents wish to add gravel, they should arrange it. Small white posts may be placed to delineate the parking bays.
  - 3 **Bench at Ford repair** – repairs have been completed.
  - 4 **Holkham fencing at Priory Precinct Meadow** – MH passed round a Google Earth image of the meadow to illustrate the position of former paths and to aid discussion on the best way forward. MH read out two letters from residents who are concerned at the proposed fencing with a perimeter walkway. TH stated that there was no need to extend a perimeter fenced walk along the north edge of the field but that it is important to retain the walk around the Priory perimeter with perhaps a path to cross the field half way down. Councillors agreed that a solid fence at the top of the field would be too visually intrusive and that double fencing would be aesthetically unpleasing. It was suggested that installing access gates into the meadow for the times when sheep were not grazing might be an option. The meeting was opened to the public and an attending resident said she was puzzled why English Heritage would even contemplate fencing on such an historic field associated with the Priory. Excavating the fence foundations would endanger the ruins that lie beneath this important archeological site. MH remains in contact with Henry Barringer at Holkham and expects to arrive at a compromise agreement that will satisfy all parties.
  - 6 **PC donations - new bank account** – The Clerk is negotiating with HSBC for a separate bank account for allocated donations to the Council. Council signatories were

asked to fill in the forms with their details. The Clerk has to go to HSBC in Norwich to complete the transaction.

**Extra dog bin and poo bag dispenser at Minns Meadow** – the quote from Broxap is £169 +VAT for the dog bin, and £80.64 + VAT for the poo bag dispenser, giving a total cost around £300 inc: VAT, compared to the budgeted £150 for one new dog bin. Cllrs were considering both a bin at one end of the walk and a bag dispenser at the other. MT stated that the dispenser could correct bad behaviour, yet acknowledged there is no easy solution to changing owners' behaviour. Cllrs agreed to purchase a new dog bin to be installed at the Bailey Street end of the Minns Meadow walk and to forgo the dispenser. The Clerk to determine whether landowners' permission is required and will apply for a street furniture license. A resident offered on behalf of the Council to set up a table with dog bags along the river path to raise awareness. While the Council is very appreciative of this offer, Cllrs agreed that any such action should not be done in the Council's name.

**8 Query on Environment Agency and Norfolk IDB invoices** – MH clarified that the agreement between Holkham and CAPC, dated 1977, leased South Acre Common to the Council. This would indicate that the Council is responsible for paying for these two invoices totaling £59. Cllrs agreed to review at a later date whether it wishes to retain the lease for South Acre Common.

**9 East Green brambles removal** – a resident had suggested that the east end of the Green be cleared of brambles and offered to pay £150 towards the £200 cost. Cllrs again confirmed the benefits of retaining this wildlife area, noting that the future upkeep may be costly. Cllrs agreed to leave the bramble cover in place. MH to inform the resident accordingly.

#### **14 Health & Safety issues.**

**Tree Inspection Register** – TH to complete the missing identities of some of the tree on the Register.

**South Acre Ford pot holes** – CW stated that there are dangerous potholes around the bench which need filling in. The Clerk to take photos and ask Highways to repair.

#### **15 Matters requested by Councillors**

**Confirmation of next PC meeting on Monday 12 June** – with the village hall booked for voting in the General Election on the PC's usual slot of Thursday 8<sup>th</sup> at 7.30, the June meeting is moved to Monday, 12 June at 7.45.

#### **16 Planning**

**No Post Office at Premier Stores whilst building is in progress** – MH explained that the Post Office facilities had been closed with 24 hrs. notice without putting any alternative temporary location in place. The village hall or a Post Office van service had been mooted over the past three weeks. JM is speaking to the Post Office to urge an immediate service at the village hall on two afternoons a week. Should this fail, Cllrs will consider how they may help those needing to draw their weekly pension to get to Swaffham or Litcham.

#### **17 Correspondence**

**Abandoned horses in Castle Acre** – the PC received an email from Ann Hawker, a non-resident of Castle Acre, concerned about the recent item in the Lynn News about abandoned horses in Castle Acre and asking whether CAPC could suggest land to keep the horses from going to possible slaughter. Cllrs are of the view that as a public funded body, CAPC would be unable to assist in this matter and that any actions would need to come either from the landowner, Holkham, or from volunteers in the community.

**Scrambler Bikes** – Two problems have been reported. The first, e-mailed by a resident in Newton-by- Castle Acre to Holkham, is as follows:

*“Every weekend we are seeing between 8 and 16 scrambler motor bikes speeding around the lanes that run all around where I live (which I believe is Holkham land), it has become so bad that I have now reported it to the police giving them all the registration numbers, times and dates. This weekend they arrived at about 10.00 in the morning until late afternoon and the same on Sunday, to say they are a nuisance would be an understatement. The speed they are travelling around the lanes is crazy, As you are aware it is also a SSSI here with many nesting birds and other wildlife that the bikes will have a detrimental effect on. Would you be able to have someone from Holkham keep an eye over the weekends, and maybe if someone could also voice concerns to the police it might strengthen the case. Please find attached the report I have submitted. The CAD number is 177 of the 23.04.17 for the police report. Any help would be appreciated”.*

The second verbal report, subsequently confirmed by e-mail, witnessed 30 trail bikes entering through South Acre ford and illegally riding up the river, depositing oil on the water’s surface and frightening the family who were relaxing there. In response, the Clerk contacted the Trail Riders Federation to see if they can assist in preventing this intrusion in the future. Rupert Trigg Secretary - Norfolk TRF - replied:

*”We are part of the TRF (Trail Riders Fellowship), a national organisation for all who are interested in green lanes and the vehicular rights which permit the use of such roads for motorcycling. I understand your concerns about the ford but is a road and used by many vehicles. I suspect the larger than normal number of riders you mention at Newton-by-Castle-Acre is referencing a recent weekend (22/23.04.2017). The groups that rode past are part of an annual organised charity event raising money for Headway, the brain injury association. Approx 80 riders from all over the country spend the weekend near Thetford and there are organised rides throughout Norfolk and Suffolk on legal routes. I wouldn’t normally expect for you to see that many bikes at the weekend. I’m afraid I can’t help regarding the incident mentioned at Emmanuel Common. As it is not a legal right of way, I can only assume it was a rogue rider, highly unlikely to be associated with the TRF. In their legitimate use of green lanes, all members are required to ride to a code of conduct designed to promote a responsible and socially acceptable recreational use of the countryside over public roads on road legal machines. We work with other authorities including the Police and Forestry Commission on promotion and education for the legal use of green lanes. As a club we take this seriously. I will ensure your comments are passed on to all our members at our club night and on both the local and national TRF Facebook pages. If we can be of any other help or you would like us to meet with you and examine the damage and discuss further, please don't hesitate to contact me.”.*

MH highlighted to Cllrs the many anomalies in this reply, not the least of which is that South Acre Road is not a green lane. These incidents again emphasized the continuing need to declassify part of this road.

**Dyke Hills – latest update** – a resident has asked for more access to the monument, even though it is privately owned by Tudor Lodgings. The owners have said this may be possible once the tree work has been completed.

**Recycling – new rate** – recycling credits have been increased to £56 per tonne. The rate at which the paperbank is being filled has declined since it was moved to the Ostrich car park.

**Invitations to ‘How should Norfolk grow its housing stock and ‘BCKLWN Ward Boundaries’** - one day housing stock conference - information passed to Martin Tate. Cllrs wishing to attend should contact the Clerk for more details on BCKLWN briefing.

**Footway, 75 Foxes Meadow** – the developer has contacted the PC to apologise that the

footpath has been churned up by vehicles accessing the site. He has dressed this with gravel as a temporary measure until the proper drop kerb is installed. The PC asks that any incidents are covered by his public liability insurance.

## 18 Reports

**Highways** – Highways’ work to relieve the flooding on Archer Lane by lengthening the ditch has still not started. Orchard Lane surface is still not leveled.

**School** – no report.

**Village Hall** – Castle Acre Live Music series. The next concert is on 2 June.

**CAPFA** – CW reported: annual subs from groups using the field have been increased for the first time in three years. Resurfacing the car park remains a priority. The fete is on 9 July and will include a Neighbourhood Plan publicity stand. British Legion requested a stall to collect for charity but then pulled out. A cake stall is planned on Saturday 3 June with income earmarked for fete costs. Castle Acre Marquees has donated a marquee for which CAFA is very grateful.

**Neighbourhood Plan (NP)** – the £2072 funding bid was successful and has been paid into the PC bank account. The funding company’s contract ceases in December 2017. Any unspent funds by then will have to be returned. The public event on 2 May was a great success with 85 residents and two stake holders attending. This generated a large amount of information which can be fed into the forthcoming questionnaire. The target for adopting the Neighbourhood Plan is September 2018. MT thanked the NP steering group and residents for their help.

**Borough Council** – nothing further to report

## 19 Accounts

Payments proposed for approval by Mr Laurie Fisher, Mr Neil Patrick seconded. The PC has received a one-off payment of £750 from BT Openreach for agreeing to a wayleave on the third Broadband cabinet on Stocks Green, land owned by the PC.

Berrymans Glass Recycling Ltd (URM UK Ltd)	£ 34.90 (£2.42 VAT)
E.on Energy (electricity)	£ 73.58 (£3.50 VAT)
Holkham Estates (Allotment rent 11/4-10/10 2017)	£100.00
Tim Hubbard (Lantra tree inspection course)	£160.00 (£32.00 VAT)
Norfolk Association of Local Councils (membership fee)	£178.08
BCKLWN ( weekly emptying two playing field litter bins)	£200.00
Ostrich Inn (hire of function room for PC meeting)	£ 20.00
Aon UK Limited (PC Insurance)	£428.69
Premier Stores - NP public meeting refreshments.	£ 44.39
Nigel Drew (repair to ford bench)	£ 45.00

## 20 Village Maintenance

**Playing Field toddlers playground** – a resident asked whether this would be cleared after winter? CW stated that the work had already been done.

**Christmas lights on Stocks Green trees** – these have been taken down although one set will need replacing as it is broken.

**Dogs chasing swans Nar River** – a dog owner was approached when his dogs had been seen chasing the swans. The owner does not live in Castle Acre. The Clerk to put a notice in the Nar Valley asking residents to pass details to the police, should this incident occur again. CW to produce a sign stating something like” Please do not allow dogs to disturb nesting birds.”

## 21 Public Question Time

**Recycling Bin Ostrich car park** – the surface around this is slippery.

**Tennis Court area South Acre Road** – this looks a mess but Holkham have not yet completed their work. Greenman Woodlands has Holkham’s permission to work on their land and trees in Castle Acre.

**Patrick Grange** – thanks for helping with the extra car parking space at Orchard Lane.

**The meeting closed at 9.05pm.**

The next full Parish Council meeting is on Monday 12 June at 7.30pm in the village hall.