

CASTLE ACRE PARISH COUNCIL

Minutes of the Parish Council meeting held in the village hall on Thursday 13 October 2016:

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

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

Apologies: Mrs H Breach (HB),

55 Helen Chester – Loss of Public Rights of Way

Ms Chester was invited to address CAPC. Ms Chester is a researcher and a member of British Horse Society (BHS) which supports action to put back any Rights of Way lost over time onto the definitive map by 2025. She explained that under recorded or non-recorded ancient Rights of Way could revert back to landowners in 2026 under the CROW Act regulations and be lost forever. Norfolk County Council supports this initiative. There could be 3,000 lost routes across the county from the 1700's onwards and particularly in the 1950's. BHS and Open Spaces Society are funding this historic research with maps copied from Kew. Every claim in the next 18 months arising from the research will get £50 grant funding. Research resources are free to anyone who wants to access them. Training events will take place to teach research techniques to any willing resident to look at maps in Norfolk, online and at Kew. So far research has taken sixteen years with ten to go.

As a private researcher, Ms Chester offers her paid services if no-one is available from the village to undertake this work. This could be a quick search taking about 4.5 hours (£25 per hour) with 3 hours to write an application (£25 per hour). After the application is approved, paths could be restored in one year if no objections – up to four years with the final decision taken by the Secretary of State. TH asked what would happen if lost Rights of Way were discovered to go through houses or gardens. Ms Chester clarified that the paths would be restored but diverted around and that it would be a sensitive piece of work. The Council could decline to support any old Right of Way found. Post 2026, nothing can be added to the definitive map apart from walks around fields that have been walked for 20 years. Permissive Paths can be defined as Rights of Way even if just a track from A to B. Ms Chester offered to support anyone from Castle Acre who wanted to do research. Clerk to ask for volunteers in the NVN.

Cllrs to consider the options in time for the 2017/18 December budget review.

56 Co-opting a new Parish Councillor.

Two applications were received from Sheila Moister of Stocks Green and Martin Tate of High Street. By secret ballot, Cllrs voted for Sheila Moister (SM) who was co-opted onto the Council. MH thanked the candidates for their applications.

57 Minutes of PC meeting Thursday 8 September 2016

TH requested the details of the quotations for Stocks Green trees be deleted. Agreed. Proposed by Mr Neil Patrick, seconded by Mr Tim Hubbard. Agreed.

58 Actions from previous meeting:

84 **Village Defibrillator** – eighteen people came to the Defib: and CPR workshop and paid a fee of £12 each that covers the full cost of the trainer and village hall hire. SM suggested that with their permission, the names and contact details of the participants trained to do CPR are displayed next to or in the Defib: case.

6 **Priory Precinct meadow and dog fouling** – NAT met on 11 October to make a final decision on taking over responsibility for the meadow. No news. Jo Stapleton, Holkham's rural surveyor and our contact, has left their employ and responsibility will be split between James Bracey and James Beamish. MH to push for the no dog fouling sign to be erected.

25 **Stocks Green trees** – Cllrs were reminded of the salient points raised at the last PC meeting, namely:

Four quotes received which, although similar, were not like for like. BCKLWN tree officer's recommendation is either pollarding the trees, two in the first year and then the other three, down to adjoining house roof height, or to thin the crowns with a crown reduction of about two metres. The different tree surgeons submitted that pollarding the trees would be most cost effective as a crown reduction would need doing every three years or so. Cllrs feel that pollarding two trees initially would change the dynamic of the trees and might lay the un-pollarded trees open to wind blow. Then there is also the visual aspect? MH also raised to question on how to finance this expensive operation.

No further contact was made with the tree officer to determine his preference of two or all trees in one operation. Cllrs agreed the trees should be pollarded, noting that growth will return. JM proposed that the Council gets on with and finances the work this winter. Agreed. MH explained it will mean careful control of the Council's cashflow. Low interest public works grants to Councils are only given for capital projects, not for maintenance. TH to formalise questions for the likely contractor and to send to the Clerk so that all the facts are known before appointing a contractor and agreeing a date for the work. CW suggested a bench out of the cut wood might be created for the village?

South Acre Road board walk repair - the mesh and tacks are purchased but NRT have yet to undertake the work.

South Acre Road trees - Holkham's head forester is due to make an assessment of the trees by the end of October.

28 **Orchard Lane parking bays** – waiting on the availability of a mini-digger.

Bailey Gate damage and signage – further damage to the Gate was reported to Historic England. Details of the proposed portcullis and new signage still not received.

43 **Minns Meadow / Nar River restoration** – the work will start in November. Thanks to an initiative by the Clerk, the NCC footpath officer has agreed to give some funding to the Internal Drainage Board towards installing a boardwalk over the most wet area of footpath, the balance to be fundraised once the net costs of the repair work are clear.

48 **August speeding stats** – this month the unit was at Newton Road monitoring speeds both in and out of the village. There were 17,000 vehicle movements in the four weeks with over 50% of vehicles entering the village exceeding the 30mph limit, one was clocked at 70mph at 08.30 in the morning. Now that the PC has three months of statistics confirming speeding in Newton Road, MH proposed requesting the police undertake radar gun checks. Agreed.

59 **Health & Safety** – CW requested that the wire fence coil at the back of the bus shelter is rolled back as the protruding wires could harm children. SA offered to do this.

60 **Matters requested by Councillors**

Neighbourhood Plan Steering Group – six residents volunteered to make up the Steering Group. Martin Tate was elected as Chairman. Martin Hickey and Shelia Moister will join the group as PC representatives. The group's first task is to decide on the land area for review and to present this to BCKLWN, along with the endorsement of CAPC, for an initial six week consultation. MH asked the Council to welcome the formation of Castle Acre's Neighbourhood Plan Steering Group and to give the Council's full support to its work in seeking out residents views, formulating a plan, consulting and, ultimately, having the Plan adopted into the Borough Council's planning law. MH proposed that the PC formally accept the Neighbourhood Plan Steering Group. Seconded by TH. All agreed. JM commented that the government is showing extra enthusiasm for funding neighbourhood plans since the Brexit vote. The next Steering Group meeting is planned for 25 October.

Premier Stores extension work – temporary re-location of paper bank – After discussion it was agreed that MH would ask the Ostrich Public House if the paper bank could be placed in their car park on a temporary basis from approx. January 2017 for three to four months.

61 Planning

Massingham Road development – Holkham update – The hybrid application received its final approval on 3 October with 36 conditions attached and a section 106 agreement in place. Demolishing the two cottages should start before the end of the year. MH met with James Bracey of Holkham who will prepare a vision document on the plans for the eleven dwellings on their land which should be ready for the PC to consider in November. Holkham has yet to take a final decision on whether to go for full planning permission. MH continues to push for this collaborative decision in the interest of the village and enhancing the goodwill of the Estate. The PC agreed they want dwellings of a character and quality they will be proud of.

Letter from Planning Minister – MH read out the letter from the new Planning Minister Gavin Barwell who intends to introduce a new bill 'that will even further strengthen neighbourhood planning and which puts more power in the hands of local people to decide where development is built'.

62 Correspondence

South Acre Ford - the legal process now underway to prohibit vehicles along part of South Acre Ford Road, across the ford and onto Church Farm. MH will send a submission on behalf of CAPC in support but suggesting an amendment to start the proposed prohibition limit further south of Blind Lane at the PC's 'No parking beyond this point' sign to allow cars to park before that.

Royal British Legion wreath– MH will lay the wreath on Sunday 13th November on behalf of the Council. As usual, the £18.50 wreath will be paid for by Cllr's private contributions.

External audit – the auditors, Mazars, requested the SAM2 unit is included in the village's asset register, even though it is part owned by Sporle.

CAPFA plans for the playing field – e-mail from the Chairman outlining its plans for a survey to residents to assess the needs of the playing field. CAPFA thanked the PC for paying its annual insurance.

BT Payphones to be removed – BT plans to remove many payphones in West Norfolk as they are not used and uneconomical to maintain. While the phone box in Castle Acre is listed, residents should make more than twelve calls in one year to ensure the line remains.

63 Reports

Highways – Highways’ immediate work to relieve the flooding on Archer Lane by lengthening the ditch has not started. High Street drains along Massingham Road and North Street are marked for work but no action reported. Orchard Lane surface not yet leveled. Manhole cover at Massingham Road repaired but not those along St James and West Acre Road. Pyes Lane drain still flooding – the Clerk to report again.

Castle Acre School – currently 69 pupils out of 77 capacity which will be reached this autumn. The school’s catchment area includes West and South Acre. The three schools in the Federation and their counterparts in Swaffham are all full as no provision was made for extra school places to accommodate the demand from all the new house building around Swaffham.

Friends of Castle Acre School –the next event is an autumn quiz on Friday 14 October.

Village Hall - waiting for the Community Payback Unit to complete its work on the windows and other jobs. The next event is on 25 November.

CAPFA – CW summarised: the proposed resident’s questionnaire should guide funding requests. CAPFA would like to buy an outdoor table tennis table. Drainage of the field is still a problem but the association now has the original plans for the drains and will have them jetted out. The bowls club would like to put in a new septic tank. CW has told them to contact the PC.

Borough Council – the new Community Infrastructure Levy (CIL), scheduled for Jan/Feb 2017, will pass 15% of the sum raised on any property development above five dwellings to CAPC. This rises to 25% with a Neighbourhood Plan in place. Landowners are being urged to submit development options for the new Borough Local Plan to 2036.

64 Accounts

The following cheques were signed - payments were proposed for approval by Mr Neil Patrick, Mr Tim Hubbard seconded.

Berrymans Glass Recycling Ltd (URM UK Ltd)	£34.90 (includes £5.82 VAT)
E.on Energy (electricity)	£71.21 (includes £3.39 VAT)
Linda Roast (Clerk’s wages for July-Sept)	£488.34
P & K Training Services (CPR)	£240.00 (includes £40.00 VAT)

65 Village Maintenance

Marie Stevenson – the Council is very saddened to learn that Marie, the wife of Paul Stevenson, the valued leader of the village litter pickers, has sadly passed away. The PC offered to send a card of condolence and flowers to Mr Stevenson .

Chimney Street, South Acre Road & Little Lane – the hedges are encroaching onto the highway. Is Highways or the Rangers the best body to do the work? Clerk to check. Clerk to contact the gardener at Bishop’s House about cutting their hedge in Little Lane.

66 Public Question Time

Parking on Stocks Green - this remains an issue. Cllrs to monitor and report.

Large farm vehicles – huge farm equipment, too massive for the narrow village roads, continue to disturb the peace. CW witnessed a tractor and trailer too large to pass through Bailey Gate then narrowly missing parked vehicles after turning round in Stocks Green. This was reported to be owned by West Acre farm.

Public Question Time – JM proposed that public question time is moved to the beginning of the meeting (after Apologies) to encourage residents to attend and express their views. Agreed. MH stressed he always opens up the meeting for residents’ comments on any burning issue.

The meeting closed at 9.35pm.

The next full Parish Council meeting is on Thursday 10 November at 7.30pm in the village hall.