

**MIDDLETON PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held on 4<sup>th</sup> April 2018**

**Present:** Mr M Porter, Ms V Ward, Mrs M Applegate Mr T Hewitt, Mr M Wiles, Mr C Samuel, Mr Z Wiles-Van Dyke, Mrs E Barclay, Mr R Smith, Mr J Tolley and Bor. Cllr. Mr P Gidney.

Mr Porter opened the meeting at 7.30pm.

1. **Apologies for absence.**  
Apologies were received and accepted from Bor. Cllr Mr B Anota and Cnty Cllr. Mr G Middleton.
2. **Declaration of interest or dispensation requests – Councillors will declare any interest in any item on the agenda and request dispensation on any item listed below if necessary.**  
Mr Tolley and Mr Wiles noted that they had received a letter from the Borough Council Planning Department in relation to the application for consideration in item 15 at Hall Orchards. However, this is only because their gardens back onto the garden of 5 Hall Orchards. It was agreed that neither had an interest because the application would not affect them financially or personally.
3. **15-minute Open Forum for Parishioners - comments will be accepted on items on the agenda only.**  
There were no comments.
4. **Report from County / Borough Councillors.**  
Mr Gidney confirmed that he would forward details of the HELAA plans held by the Borough Council which record details of land that Landowners have put forward for development consideration in the future within the Borough. This information is available on the Borough Council's website but Parish Councils are not alerted to the fact that a landowner in the Parish may have put land forward for future development. It was noted that the Councillors should review the HELAA document regularly.
5. **Minutes of Council meeting held on 7<sup>th</sup> February 2018 for approval.**  
Mr Tolley noted that 4 speedwatch jackets were purchased rather than 6, as reported in the minutes. Mr Wiles then proposed that the minutes be approved and Mr Samuel seconded this. All agreed.
6. **Sibelco Liaison Meeting – Mr Porter will provide a report from this meeting.**  
Mr Porter provided a report of the plans for Sibelco to move to Phase 3 of their quarrying at Grandcourt although he noted that Sibelco are still experiencing problems getting planning permission for an extension. The footpath and bridal way around the site will alter again slightly but will be put back to the original position once the quarrying is complete.
7. **Maintenance of the dyke in the Alley – the Council will consider how best to agree which trees need to be removed.**  
Mr Samuel declared a non-pecuniary interest in this item. The Council unanimously agreed that he could remain in the meeting. The Chairman suspended standing orders. Mr Smith reported that the trees that need to be removed have been marked with barrier tape. The Council also agreed that the large conifer tree should also be removed. Standing Orders were reinstated. Mr Porter proposed that quotations for the removal of all of the trees should be sought and that the allotment holders should be written to, to explain the Council's plans and this was seconded by Mr Wiles. All agreed.
8. **Tree maintenance – the Council will consider progress in arranging for quotations for a survey of all the trees in the Parish.**  
The Clerk confirmed that she had found three firms who had said that they could undertake surveys of all of the trees. In order to coordinate their availability with that of the Councillors who will show them the sites, the Clerk suggested that it would be easier to manage this if the Councillors who will meet the

contractors would contact them directly. Ms Ward agreed to manage this and arrange to show the contractors the relevant areas, along with help from Mr Smith and Mr Wiles Van Dyke and have quotations for the next meeting for consideration.

**9. Bus shelters – the Council will consider quotations for repair of the existing bus shelters and quotations for replacement with brick shelters**

The Clerk confirmed that two quotations had been received for repair of the existing shelters and replacement of the Perspex panels with metal sheeting. The two quotations stood at £3645 + VAT and £5620 + VAT respectively. Mr Wiles produced one quotation for replacement of both bus shelters with new brick shelters. The design of the shelters would match that of the existing brick bus shelter at the top of School Road. The quotation for all of the work involved was £6700 + VAT.

At this point the Clerk reported that Cnty Cllr Graham Middleton had confirmed that he would support the replacement or repair of the bus shelters to the value of £500 towards the total costs.

The Council debated whether replacement or repair of the existing shelters would be most appropriate. Mr Wiles proposed that the Council replace the shelters with new brick shelters. Mr Tolley seconded this. There were 5 votes in favour, 1 against and 4 abstentions. The Chair confirmed that he would use his casting vote in favour of brick shelters to show a clear majority for this proposal.

Once this motion was passed, it was agreed that two comparative quotations for brick shelters were required and Mr Wiles agreed that he would procure these.

Ms Ward offered some tiles that could be used on the roof of the shelters rather than purchasing these. This offer was acknowledged with thanks.

**10. BCKLWN new planning application sifting procedure the Council will discuss whether any comments should be raised with the Borough Council on this matter**

The Council acknowledged the reasons why the Borough Council has introduced a sifting process so that not all applications which a Parish Council may object to would automatically go to the Planning Committee for consideration. However, the Council agreed that this change in procedure should have been made public to Parish Councils who often struggle to provide comments on planning applications within the deadline period, anyway. It was agreed to write to the Borough Council to express the Parish Council's views on this matter.

**11. Playing Field – the Council will consider the following:**

- **Any general issues.**

Ms Ward noted that she has been spending time clearing dog mess that she comes across and talking to dog owners to encourage them to always clear away after their dogs. She has also been leaving dog waste bags at the top of the track to the field to encourage dog walkers to take them with them whilst walking on the field and pick up any mess their dog makes.

It was noted that the fence between the playing field and the adjacent field to the right is in need of repair. It was thought that this is the responsibility of the owner of the adjacent field.

It was noted that several tree logs and branches are still on the field following some tree work several months ago. It was agreed to make parishioners aware that the wood is free for anyone to take and use with the condition that no chainsaws are allowed to be used in the collection process.

Ms Ward proposed that a chain be purchased at a cost of now more than £40 to secure the gate to the playing field which is currently unsecure. Mr Smith seconded this and all agreed.

**12. Highways – the Council will report any highway issues.**

The following issues were raised:

30 mph repeater sign outside 5 Station Road has lost all colour

There had been some flytipping of cannabis related material left at the entrance to Mill Drove off East Winch Road. Mr Wiles Van Dyke spent some time arranging for this to be removed by the Borough Council, even though they were initially reluctant to do so. He was thanked for his time on this. He noted that more rubbish has been dumped since then but it is on private land and should be dealt with by the landowner.

Mr Smith noted that the chevrons have been removed from the speedgates on Hill Road near Parkhill

It was noted that two streetlights are not working near the Church on the A47

There are several pot holes in Water Lane along the whole length of the road

The Church railings are still not repaired despite already being reported to Highways England  
The gully at the top of Station Road is blocked

- 13. Speedwatch and general speed issues – the Council will note any progress with the new group.**  
Mr Tolley confirmed that all of the members have been trained and the first outing for the new group would be on Friday 6<sup>th</sup> April.

- 14. Correspondence received since last meeting (see attached schedule).**  
The Council noted a complaint from Mr Knights about the mud being tracked over the trod in Hill Road from farm machinery accessing the field over it. The Council agreed to contact the farmer, Mr Perry, to ask that consideration of the safe passage on the trod by pedestrians is taken into consideration and that the trod is cleared of mud as much as possible.

**15. Planning**

**i) Any applications to consider**

Removal of existing conifer hedge to facilitate erection of a new 9-foot-high wooden fence. There will be a border created in front of the new fence to allow planting to soften the effect at 5 Hall Orchards, Middleton

The Council has no objection to a fence replacing the hedge but has concerns about the proposed height of the fence and whether this would be in keeping with the surrounding road scene.

**ii) Any decisions from BCKLWN/NCC**

Land north of Setch Road, Setch Road, Middleton: Variation of Condition 1 of Planning Permission Ref: C/2/2016/2009 to allow extraction of clay with restoration to continue until 31 December 2018: Middleton Aggregates Ltd

**APPROVED**

**iii) Any applications received after 29<sup>th</sup> March 2018**

None

**16. Finance**

**i) The following payments will be considered for approval.**

Mrs K Senter	1 month's Clerk Salary	£	465.74
HMRC	PAYE/NI	£	1.20
BCKLWN	Annual dog waste collection	£	823.68
Norfolk Ass of Local Councils	Training session	£	66.00
Savills	Allotment Rent	£	87.50
KVT BusinessCare Ltd	Stamps/stationery	£	48.86
	<b>TOTAL</b>	<b>£</b>	<b>1492.28</b>

Mrs M Applegate proposed that the above payments be agreed and actioned. This was seconded by Mr Smith and agreed by all.

**17. Items to report or Future Agenda only.**

None

**18. Date of next meeting – 2<sup>nd</sup> May 2018**

There being no further business the meeting was closed.

Signed: Chairman..... 2<sup>nd</sup> May 2018