

Weston Longville Parish Council  
c/o The Parish Clerk, 36 Acres Way  
Drayton, NORWICH, NR8 6UT  
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Minutes of the meeting held on  
Monday 9 November 2015, 7.30pm in the Hall for All, Weston Longville

**PRESENT:**

Clare Morton (CM), (Chair), Ruth Goodall (RG), Justin Cohu (JC) John Staveley (JS),  
Anthony Thomas (AT) and Craig O'Brien (CO)

Other attendance: Sonya Blythe (clerk) Simon Woodbridge (District Councillor).

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| 1 | <b>Apologies for Absence</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|   | Apologies were received and accepted from Peter Ross (PR),                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 2 | <b>Members' Declarations of Interests</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|   | None declared.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 3 | <b>To approve and sign the Minutes of the Meeting held on 14 September 2015</b>                                                                                                                                                                                                                                                                                                                                                                                                                   |
|   | The minutes of the meeting were approved and signed.                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 4 | <b>To receive information on matters arising from the minutes not covered elsewhere on the agenda</b>                                                                                                                                                                                                                                                                                                                                                                                             |
|   | None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 5 | <b>To Consider and Agree Internal Controls, a Risk Register and Lone Worker Policy.</b>                                                                                                                                                                                                                                                                                                                                                                                                           |
|   | <p>The proposed new documents had been circulated prior to the meeting.</p> <p>Internal controls and the risk register were <b>agreed</b>. Small changes would be added to the lone worked policy.</p> <p>All documents would be added to the website for information.</p>                                                                                                                                                                                                                        |
| 6 | <b>To Consider the Purchase of Speed Awareness Bin Stickers</b>                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|   | Speed awareness stickers for wheelie bins were currently available from Broadland District Council (BDC) for a cost of £1.25 instead of £2.50. Norfolk County Council (NCC) had confirmed via email that BDC had agreed with the bins being used for this purpose. It was <b>resolved</b> in principle to purchase these, but CM would add an article to the Wensum Diary first to ascertain interest. The clerk would check with NCC whether 30mph stickers could be used throughout the parish. |
| 8 | <b>Highways issues</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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|    | <p>a) To receive an update (John Staveley)</p> <p>b) To consider tasks for the next Highway Rangers visit (Clerk)</p> <p>c) Update on NDR (John Staveley)</p> <p>d) To consider using the existing speed sign in alternative location or to consider the purchase of similar for use elsewhere (Clare Morton).</p> <p>e) Signing Proposals from NCC</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|    | <p>a) JS reported that the speed sign had been active in the parish for a three week period. There had been no significant changes apart from maximum speed had increased to over 60mph northbound and over 50mph south bound. Speed was highest late morning, with average speeds 30mph from northbound and 27mph southbound. 3300 vehicles a day passed through the parish on average. A discussion was held around wide vehicles using the parish; this would be affected by NCCs decision on traffic calming and priority changes for Rectory Road. Another discussion would be held once the outcome was known.</p> <p>b) The standing tasks would be submitted. The following would be requested in addition:-</p> <ul style="list-style-type: none"> <li>- Weston Hall Road – pothole opposite the entrance to the dinosaur park.</li> <li>- From Rectory Road, heading into the village – pot hole</li> </ul> <p>c) NNDR – it was noted that funding had now been confirmed for the NNDR and work was likely to start shortly. There was no further agreement on the route once it reached Norwich Airport.</p> <p>d) A discussion was held around the possibility of locating the speed sign in different locations around the parish. JS advised that Highways needed to approve all locations and it was <b>agreed</b> that he would contact them with a finalised list. In the meantime the following areas would be checked for a suitable location for the camera, with CM then forwarding the final list to JS:-<br/>Paddy's Lane - CO; Rectory Road – AT.; Field Lane - JC.</p> <p>e) The plans had been circulated prior to the meeting. RG to feedback comments from PR to CM.</p> |
| 9  | <p><b>Village Hall and Play area</b></p> <p>a) Update (Ruth Goodall)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|    | <p>RG reported that the AGM would be held on 26<sup>th</sup> November, at which she was hoping to stand down as chairman.</p> <p>Bookings were still good and a clean-up day would be held inside the hall on 28 November to repair scuff marks etc. On 12 December a free Christmas show for local areas would be held.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 10 | <p><b>Greener Weston</b></p> <p>a) To receive an update (Craig O'Brian)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|    | <p>CO noted that he was looking to organise a small, local event to coincide with world</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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|    | <p>environmental day.</p> <p>CM to pass on contact details for the members of Greener Weston group to CO.</p> <p>RG confirmed that Philip Goodall will contact CO to discuss when to hold a litter pick.</p> <p>AT advised that there had been no further reports on chalara affecting ash trees within the parish.</p> <p>A discussion was held around the possibility of a footpath running alongside the new golf club, which councilors had lobbied for at a recent viewing of the plans. SW reported that he was looking to establish the location of permissive footpaths and public rights of way within the parish, including the Old Walsingham Way. The clerk would obtain a copy of registered paths for the parish from NCC. AT confirmed that he was happy to meet with Martin Goymer to reopen discussions regarding the footpath once SW had reported back.</p>                                                                                                                                                                                                                                                   |
| 11 | <p><b>To consider Planning issues:</b></p> <p>a) Planning Applications/Enforcement (Clerk)<br/> b) Impact of developments in Morton Land on road safety (Justin Cohu)<br/> c) Brownfield Sites – response from Keith Simpson (Peter Ross)</p> <p>Two applications had been received from Weston Park Golf Club (20151771 and 20151776) regarding a large amount of on-site changes. Due to the size of the application councilors <b>agreed</b> to read through the documents outside of the meeting and agree a response through email, via the clerk. If there was to be a driving range, conditions would be sought around the times this could be lit up.</p> <p>b) No update, item to be removed from standing items.</p> <p>c) RG reported that she had attended the meeting held by Great Witchingham Parish Council to discuss the application, who had subsequently submitted an objection. The application would be heard by the Planning Regulatory Committee in January at the earliest. RG would liaise with Great Witchingham regarding how to manage the allocated time at the committee for parish councils.</p> |
| 12 | <p><b>To receive correspondence and agree action/response (Clerk)</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|    | <p>None outstanding.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 13 | <p><b>Financial matters</b></p> <p>a) The revised accounts for 2015/2016 were received and accepted.</p> <p>b) To agree a budget for 2016/17 and set the Parish Precept.</p> <p>The financial report and predicted budget for 2016/17 from the clerk were considered. It was noted that the precept had stayed the same for four years. Predicted income was £4600 and predicted spend (excluding election costs) was £5000. A suitable level of balances was held. In addition the ring fenced community benefit fund still stood at</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

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|    | <p>£23,000.</p> <p>Following discussion it was <b>agreed</b> to keep the precept cost the same for parishioners at £35.15 per household, therefore asking for a precept of £4428. This would be re-confirmed once the tax base was received from BDC. The suggested budget was <b>agreed</b>.</p> <p>c) To following payments were agreed:</p> <ul style="list-style-type: none"> <li>i) Norse Grounds Maintenance £500.66</li> <li>ii) Peter Ross – remembrance day wreath (from S137 fund) £25</li> <li>iii) Lady Ann Price-Smith – Playing Field Rent £50</li> <li>iv) Sonya Blythe –clerk (Nov – Mar) – Salary £438, tax £109.40, expenses £8.10 (standing order of £437.80 to be paid 1 January 2016)</li> </ul> |
| 14 | <p><b>Any Other Business (items for information only).</b></p> <p>CO commented on the tidying work which had taken place on the American war memorial. CM to check who had carried out the work, then further actions could be discussed.</p> <p>SW reported that BDC were awaiting the results of the comprehensive spending review.</p>                                                                                                                                                                                                                                                                                                                                                                             |
| 15 | <p><b>To confirm the date of the next meeting meetings:</b></p> <p>Monday 8 February 2016.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|    | <b>Meeting closed at 21.00pm</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

Signed .....

Chairman.