

MELTON CONSTABLE PARISH COUNCIL

**Clerk: K Cotgrove**  
**Bodgers Field**  
**Norwich Road**  
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**Melton Constable**  
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**MINUTES** of the Melton Constable Parish Council meeting held on 9<sup>th</sup> January 2018 7.30pm at the Country Club.

Present: Jim Hayes Chair  
J Tosney  
J Cox  
M Hayes  
S Unsworth  
K Cotgrove Clerk  
District Cllr P Butikoffer  
Three members of the public

2783 To elect a vice chair, and sign the declaration of acceptance of office

Cllr J Hayes recorded thanks to Ashley Carr for all his hard work as a Parish Councillor. On a PROPOSAL by Cllr J Hayes SECONDED by Cllr M Hayes it was AGREED Cllr Unsworth as elected unopposed as vice chair. The declaration of acceptance of office was signed.

2784 Apologies for Absence

On a PROPOSAL Cllr M Hayes SECONDED by Cllr Unsworth it was AGREED to accept apologies from Cllr. Crawford.

2785 Minutes of the Parish Council Meeting held on 12<sup>th</sup> December 2017

On a PROPOSAL by Cllr M Hayes SECONDED by Cllr Unsworth it was AGREED, with one abstention, to accept the minutes of the meeting of 12<sup>th</sup> December as a true and accurate record.

2786 Declarations of Interest

None

2787 Matters Arising from Last Minutes

2772 – It was agreed to tender for the grass cutting contract. The Clerk will obtain quotes for the February meeting

2774 – A letter has been circulated and will be sent

2777 – The Clerk emailed a response to the budget consultation, referring to bus services in Melton Constable.

2780 – The date for the request for an election has now passed, so the Parish Council can now co-opt. The Clerk has placed an advertisement in the noticeboard, to invite applications by 8<sup>th</sup> February.

2788 County & District Councillor reports

Cllr Butikoffer gave a brief verbal report. NNDC won a judicial review regarding a planning application in Blakeney. They have been awarded costs and the application will now go ahead. £12.6 million is to be invested in sporting facilities in North Norfolk, including the redevelopment of the Splash site in Sheringham. A motion has been brought to Council to attempt to find £200,000 per year to fund five police officers dedicated to

North Norfolk. Cllr J Hayes asked County Cllr Butikoffer if he could find out what is happening with the Local Green Space Designations.

*County Cllr Aquarone arr. 7:45pm*

County Cllr Aquarone gave a verbal report, discussing the previous day's vote on increasing Councillors' allowances. As the motion was defeated and the allowance raise is going ahead, County Cllr Aquarone reported that he will take his increase, and put it into a 'slush fund' to spend on projects in the Melton Constable division. He reported on a meeting at the Country Club to try and safeguard its future. Notes from the meeting will be circulated, and a working party set up to produce a business plan.

*County Cllr Aquarone left at 7:55pm*

7:55pm meeting adjourned for public participation

A parishioner raised concerns at the living conditions of some of the livestock at the allotments. Letters have been sent in the past, but there has been no improvement. Action has been taken by NNDC regarding noise from cockerels.

A parishioner reported two areas of pavement which need clearing, and a broke support post for the dog waste bin on the allotments.

8:02pm meeting reconvened.

2789 Members' Reports

Churchyard: Cllr Crawford emailed the Clerk to report that everything is fine.

Southside: There are two stretches of footpath with vegetation encroaching, it was agreed that the Clerk will report to Highways. A number of street lights with intermittent faults were identified. Cllr Cox will investigate further.

Bus shelter: Cllr Tosney reported that a tree has fallen near the shelter, and he will look at it to see what action is necessary

Play Area: The grass is still very long and an additional cut may be necessary next season. The swing in the old play area identified as unsafe in the last inspection has been removed.

Recreation Ground: All fine. The bench will be repaired when the weather improves.

Northside: The rubbish left some time ago remains, and there has been a further instance. Cllr M Hayes PROPOSED a letter to both homeowners to request removal of the rubbish. All agreed.

Allotments: The issue of livestock welfare was discussed. It was agreed that Cllr Unsworth will meet with the Parishioner who has raised concerns to confirm which allotments are the issue, and further letters will be sent to the allotment holders. Cllr J Hayes reported that he has received an email from the Allotment Association asking for details of the PC handyman, to install two benches which has been donated. They have also asked for a contribution towards the installation costs. It was agreed there could be a conflict of interests as the majority of the Parish Council are Allotment Association members. The Clerk will pass the handyman's details to the Allotment Association.

2790 To appoint the Clerk as DPO and to receive a report on GDPR

The Clerk has distributed a report prior to the meeting via email. It was PROPOSED by Cllr M Hayes SECONDED by Cllr Unsworth to appoint the Clerk as Data Protection Officer. The Clerk outlined the procedures required, and will investigate the possibility of a group GDPR training session with other Councils.

2791 Stody permissive footpath scheme

Cllr J Hayes attended a meeting with Stody and other Parish Councils before Christmas. All Councils agreed that funding could not be found. Stody Estate have produced a draft contract for the Parish Councils to consider signing, which was forwarded to Councillors prior to the meeting. The need was questioned, and it was agreed by all that the Parish

Council could not sign a contract which would take on uninsurable risks. It was PROPOSED by Cllr J Hayes SECONDED by Cllr M Hayes all agreed that Cllr J Hayes will respond to Charlie McNichol to advise this and to state that Melon Constable could not sign the contract in its current format. It was noted that the scheme will close on 31<sup>st</sup> January, but new legislation may allow for payments to Stody to allow public access. Cllr J Hayes asked people to let him know if they have any issues regarding access to the paths.

2792 Felbeck Trust initiative

Cllr Tosney met with Trevor & Jane from Felbeck Trust at the weekend, and they have come up with a plan of work required. The cost will be in the region of £500, which could be funded by the Felbeck Trust. It was agreed this item will be deferred until February, as it will depend on a lease from G W Harrold (see item 2795).

2793 Relationship with allotment landlord

Cllr J Hayes has been in contact with the agents, but a lease has still not been forthcoming. Cllr Unsworth advised that there is a lease dating back to 1950s which identifies the land boundaries – the Clerk will try to obtain this and distribute via email. The land agent may have some news midweek as a colleague is meeting with Mr. Harrold. Cllr J Hayes will contact the land agent at the end of the week, and it was agreed that the Clerk and Cllr Unsworth can pursue a lease if G W Harrold express an agreement to talk.

2794 Planning applications

None

2795 Finances

No monthly statement for December was available, as the bank account address has not yet been updated.

On a PROPOSAL by Cllr Cox SECONDED by Cllr M Hayes it was AGREED to approve the following payments:

DD	Eon	Electricity – December	£22.03
SO	CGM	Grounds maintenance – Dec	£138.49
101968	MCCC	Oct – Dec hall hire	£54.00
101967	LM Grab Hire	Tank removal from allotment	£210.00
101969	K Cotgrove	clerk's salary	£162.76
TOTAL			£587.28

2796 Correspondence

None

2797 Items for February Agenda

GDPR policies

Cllr J Hayes and Cllr M Hayes gave their apologies for the February meeting.

2782 Date and time of next meeting

It was agreed that the date and time of the next Parish Council meeting would be Tuesday 13<sup>th</sup> February 2018 at 7.30pm.

9:20pm: Meeting Closed

Clerk ..... Chair .....

Dated .....