**Woodbastwick Parish Council**

Incorporating Ranworth and Panxworth

**Minutes of the Meeting held on Wednesday, 9 January 2013 in Woodbastwick Village Hall at 7.30 pm**

**Present:** Kit Cator (Vice Chairman) Tricia Guin (Clerk)

 Nicola Cohen Mike Deveson

 No residents

**1. Apologies:**

 Roy Champion Sue Hitchcock (Chairman)

 Barbara Garrett Maggie Manton

 PCSO Bob Hall James Carswell (District and County Councillor)

**2. Declarations of Interest and Requests for Dispensations:**

None necessary

**3. Minutes:**

The minutes of the meeting dated 14th November 2012 were agreed to be correct, and were signed by Kit Cator, as Vice Chairman of the Parish Council.

**4. Matters Arising:**

4.1 Letter of thank you was received from Royal British Legion for a donation made by Woodbastwick Parish Council in November.

4.2 Highways

* Following on from the last meeting a request was received from South Walsham Parish Council to remove the Ranworth sign. Highways has been consulted and the Parish Clerk advised that Highways had selected the size sign they felt appropriate for the road, speed limit and junction. Highways could provide a slightly smaller sign, approximately 300mm shorter at an additional cost. It was felt that perhaps there were alternative options that was more financially viable, such as amending the size of the current sign. The Parish Clerk will contact South Walsham Parish Council to advise we are investigating our options, whilst seeking further advice.

4.3 Pauline James finished as Parish Clerk on 19 December 2012, and Trish Guin is the new Parish Clerk and she was welcomed to the group.

4.4 Kit Cator signed the Standing Orders Guidelines as Vice Chairman and his application form for dispensation.

**5. Correspondence:**

5.1 Several requests for donations had been received (Panxworth Tower, Broadland Home Watch, NARS and Age UK), and decisions on these have been deferred until the new financial year, and will be discussed again in the May meeting.

5.2 An update was received regarding the Broads Forum, and this will be made available on the website. It was noted that since the last meeting the Broads Authority had relocated to Yare House, 62-64 Thorpe Road, Norwich, NR1 1RY.

5.3 The Parish Council was advised of a New Chair being appointed at Salhouse Parish Council: Chris Dady.

5.4 PCSO Bob Hall sent a report of one recorded crime for November and December.

5.4 During December the Clerk had been supplied with the December brochure of Norfolk Link, and an advisory note of a Pariah Liaison Officer that had been appointed by Norfolk Association of Local Councils: Jane Scarrott. Full contact details are available from the Parish Clerk.

**6. Financial Matters:**

Full balance details are still to be received following the change of address for statements, and the Parish Clerk will be chasing this.

No invoices were agreed or cheques made as there was no signatories present.

It was agreed that the Parish Clerk would complete the ICO (Information Commissioner’s Office) renewal with a letter of explanation in the meantime.

**7. Highways Matters:**

(i) The Parish Council is invited to make applications to deliver Highway Improvements as part of the ‘Delivering Local Highway Improvements in Partnership with Town and Parish Councils’. It was felt that it was in the interest of all three villages to investigate the possibility of seeking funding for ‘SLOW’ signs on the roads and possibly a speed camera in Panxworth. The Parish Clerk is to investigate whether these type of project are eligible.

(ii) The issue regarding the Brown Sign in South Walsham was discussed in Matters Arising.

**8. Planning Matters:**

Planning Results from Broads Authority:

Creation of Private Moorings at the Riverbank opposite New Inn, Lower Street, Horning **Approved**.

**9. Environmental Matters:**

None raised.

**9. Independent Custody Visiting Scheme:**

The Office of the Police and Crime Commissioner for Norfolk requested we advertise the Visiting Scheme that looks are increasing the confidence of the local community in relation to the Constabulary’s treatment of detained persons whilst in custody, and it was agreed that the poster supplied would be displayed on the Panxworth notice board.

**10. Adoption of second telephone Kiosk:**

It was confirmed that the Panxworth telephone kiosk had not been adopted as originally thought. The Parish Clerk had contacted BT regarding this and adoption is still possible. Mike Deveson will discuss with Panxworth residents to see if this is worthwhile.

**11. Agree Precept for 2013/14:**

It was agreed to request £3000 this year, as there had been an increase last year and Broadland District Council had advised that financial constraints on awarding precepts meant they could not guarantee funding for increases.

**12. Any Other Business:**

1. There is a Consultation by Police and Crime Commissioner (PCC) for Norfolk on his 2013/14 Precept (Council Tax) Proposal on Thursday 17 January 2013, at 6.30pm. Councillors attending the meeting are unable to attend. More information is available at [www.norfolk-pcc.gov.uk](http://www.norfolk-pcc.gov.uk).
2. Mike Deveson provided an update regarding the footpath from Ranworth to Panxworth Tower, advising that the case should be heard by Easter.
3. Mike Deveson raised queries regarding planning permission the Car Sales, Antique Sales and Horse Livery in Panxworth due to the impact on traffic and general safety. The Parish Clerk will contact Broadland District Council to determine the situation.
4. Letter was read out that was sent to the Norfolk Wildlife Trust pledging our support for the funding bid for their Bringing Landscapes to Life project.

There being no further business the meeting was closed at 8.30 p.m.

Signed........................................................... Dated: Wednesday 13th March, 2013

 Chairman