

Woodbastwick Parish Council

Minutes of the Annual Meeting held on Wednesday, 11th May 2011 in Woodbastwick Village Hall following the Annual Parish Meeting at 7.30 p.m.

Present: Patricia Steven (Chairman only) Kit Cator
Barbara Garrett Mike Deveson
Sue Hitchcock Maggie Manton
Roy Champion Nicola Cohen

Seven residents

Declarations of Acceptance of Office:

The councillors all signed a declaration of acceptance of office as parish councillors, and agreed to abide by the Parish Councils' Code of Conduct.

1. Election of Chairman:

Kit Cator was proposed by Barbara Garrett and seconded by Nicola Cohen.
Sue Hitchcock was proposed by Mike Deveson and seconded by Roy Champion.
Sue Hitchcock was elected Chairman (4:3)

Patricia Steven was thanked for her time as parish councillor, and particularly as Chairman of the Parish Council, and she then left the meeting.

Kit Cator was unanimously elected Vice-Chairman.

2. Apologies:

District and County Councillor James Carswell

3. Declarations of Interest:

None.

4. Minutes:

The minutes of the meeting dated 9th March 2011 were agreed to be correct, and were signed by Sue Hitchcock, as Chairman of the Parish Council.

5. Matters Arising:

- 5.1 Letters of thanks have been received from the Norfolk Accident Rescue Service, Vitalise, Victim Support and Age UK for the recent donations.
- 5.2 Norfolk County Council has said that requests to add roads to the gritting schedule will be considered at a meeting on 20th May but that the system is considered to be at full capacity so it is unlikely that the road between Plumstead Road to Primrose Corner will be upgraded to a regular gritting schedule.

- 5.3 There has not been any more news from the Broads Authority concerning the closure of the Tourist Information Centre at Ranworth. It is rumoured that the Norfolk Wildlife Trust might be taking it over. Councillors expressed their support for the Centre being re-opened as they felt that it served a useful purpose for tourists, especially for those arriving by boat. The owner of the shop at the staithe is keeping a log of any incidents.
- 5.6 The advertising sign on Salhouse Road has been removed.
- 5.7 The Police have said that nothing can be done about vehicles accessing the Fairhaven Land on Norton Hill.
- 5.8 It was agreed to discuss a campaign to reduce the speed limit through Panxworth at the next meeting. Nicola Cohen kindly offered to investigate speed reduction schemes which might be suitable.

At this point **PCSO Bob Hall** entered the meeting and gave a report; there have been ten reported crimes over the year, but none since the last meeting. He had also contacted David Law, Traffic Management Officer, who has reviewed the road through Panxworth again. The Police would support measures to reduce speeds through the village.

6. Public Forum:

- 6.1 There was a request for replacement signage for both ends of bridleway no: 1 in Ranworth. The clerk was asked to contact Norfolk County Council to find out the approved wording for “Bridleway – No unauthorised vehicles” signs.

7. Correspondence:

- 7.1 The Norfolk Association has sent details of training available for new councillors, or for whole councils. It was agreed that a whole council training session might be useful. The councillors agreed to consider suitable dates. There was also an invitation to the Annual Conference on 28th June, which the clerk will attend.
- 7.2 Broadland District Council (BDC), South Norfolk District Council and Norwich City Council sent notice that the Joint Core Strategy was adopted on 22nd March 2011.
- 7.3 The Broads Authority asked for comments on the Site Specifics Policies Development Plan Document. The clerk completed a questionnaire on village services and infrastructure and highlighted the land around Ranworth Broad as being of particular importance.
- 7.4 The Broads Authority also sent notification that its Local Development Framework Development Management Polices have been sent to the Secretary of State for independent examination.
- 7.5 BDC has sent details of a series of briefing sessions to help local councils involve local residents in local decision making and community activity.

8. Accounts:

The Accounts for the year ended 31st March 2011 and Sections 1 & 2 of the Annual Return were considered and approved. Sue Hitchcock was authorised to sign the Accounts and Annual Return on behalf of the Council.

9. Financial Matters:

	£
Balance b/f at 10th March 2011	582.10
Receipts:	
Precept for the year	2,858.00
Cheques for Payment:	
Simon Simpson – noticeboard	118.00
Broker Network – Insurance	289.67
Nfk ALC – subs	100.79
SWPC – share of exps	5.14
Acle PC – share of exps	22.73
P James –clerk’s fee and exps	284.98
P Steven – expenses	19.20
Norfolk Rural Community Council – subs	15.00
Woodbastwick Village Hall - hire of room	<u>15.00</u>
Balance c/f at 14th July 2011	2,569.59
Savings Account (int of £2.83)	<u>5,616.83</u>
Total Monies	<u>£8,186.42</u>

The above invoices were approved for payment.

It was agreed that Sue Hitchcock and Maggie Manton should be the new bank signatories, together with Barbara Garrett.

10. Footpath in Panxworth:

Nineteen forms have been completed by residents, stating that they have walked the path over a number of years. The process now requires a decision from the Parish Council as to whether to apply to Norfolk County Council to modify the definitive map by nominating the track as a public footpath.

A letter has been received from the landowners, Simon Simpson, David Pooley and Charles Cator, to say that they are proposing a permissive path from Ranworth to Panxworth and on to Panxworth Church Tower.

After a brief discussion it was agreed to leave this until the next meeting.

11. Fairhaven Garden Trust land in Ranworth:

11.1 The land agent for the Trust, Roger Connah, has said that there are no proposals for the land that will require planning consent. He said that the usage proposed for 2011 will be on a “low-key” basis, with the main access taken across the water and very little use is proposed of the bridleway.

- 11.2 There was a report that archery equipment has been stored on the site. The clerk was asked to contact the Broads Authority to find out if storage of archery equipment counts towards the 28 days that are permitted without a change of use.
- 11.3 Sue and Maggie offered to arrange to meet with Louise Rout at Fairhaven Gardens to discuss the situation and to improve communications between the Trust and the Council.

12. Highways Matters:
None.

13. Planning:

- 13.1 **Mr Gooch, Four Winds, Lower Street, Salhouse** – erection of two storey extension, replacement garage and accommodation. The councillors had no objections to the plans but had not seen the site. Nicola offered to inspect the site from the road and report her views to the councillors.

14. Environmental Matters:

- 14.1 The clerk was asked to obtain some new “no dog fouling” signs for Broad Road.

15. Public Forum:

- 15.1 There was a question about the legal situation with a permissive path. Mike Deveson said that he had discussed the options with Norfolk County Council who had confirmed that a permissive path allows people to use the path but without giving a right of way. A permissive path may also be closed or diverted by a landowner without any legal process.

Mike also said that he had reviewed maps in the Norfolk Archive which showed the track in existence as far back at 1836.

After some discussion it was agreed to invite the landowners to the next meeting and to contact Norfolk County Council for advice on how to proceed.

- 15.2 There were concerns about the fencing of the Fairhaven Trust land in the bridleway and a question as to whether the Trust had done an ecological survey before carrying out the work.

16. Any Other Business:

- 16.1 The next meeting will be held on Wednesday, 13th July 2011 at Ranworth Village Hall.
- 16.2 Roy Champion offered to contact the Norfolk Wildlife Trust for advice on how to protect the otters crossing the road at Norton Hill.

There being no further business the meeting was closed.

Signed.....
Chairman

Dated: 13th July 2011

