

Marham Parish Council

Minutes of the Council Meeting held Wednesday, 25th July 2018 at 6.30pm in the Village Hall, Marham

Present:	Chairman	Cllr T Hawkins
	Councillors	Cllr I Barrett
		Cllr C Child
		Cllr J Clarke
		Cllr T Harrison
		Cllr D Hawkins
		Cllr C Heather
		Cllr D Paisley
	Borough Councillors	Cllr G Hipperson
		Cllr M Howland
	RAF Representative	WO G Spark
	Sibelco	Mr M Hurley
	Architect & Agent	Mr J Stephenson (following the Sibelco presentation)
	Shouldham PC Chairman	Mrs A Caley
	Parish Clerk	Mrs S Porter
	Member(s) of Public	10

101. Apologies for absence

Apologies for absence had been received from the Vice Chairman, Cllr P Walsingham (family commitment), Cllr G Bucke (work commitment), Cllr J Hipperson (holiday) and County Cllr G Middleton (holiday).

The apologies were accepted.

102. Declarations of interest and requests for dispensation

There were no declarations of interest and no requests for dispensation.

103. Approval of the minutes of the Parish Council meeting

Proposed – Cllr D Hawkins

Seconded – Cllr Harrison

That the minutes of the Council meeting held on Wednesday, 20th June 2018 (items 87-100) are approved and signed as a true and accurate record.

All in favour

The Chairman, Cllr T Hawkins, duly signed and dated the minutes of the meeting.

104. Update on previous minutes (not listed elsewhere on the agenda and for information only)

Cllr Child reported that historical information regarding Marham had been placed on the website and notice boards. A request from the Poors Trust had been sent to them asking for information regarding the history of their charity, but a response had not yet been received.

PUBLIC OPEN FORUM

The Chairman, Cllr T Hawkins, adjourned the meeting at 6.35pm.

Speaker – Mr Mike Hurley, Sibelco

Mr Hurley provided a talk regarding the sand resource lying in Marham Parish and partly in Shouldham Parish. He advised that if the Secretary of State approved these preferred sites, as detailed in the Draft Norfolk Minerals and Waste Local Plan, the Leziate Quarry would be the company managing the extractions.

Sibelco is a global material solutions company which was founded in 1872 and utilises raw materials to improve manufacturing efficiency and provide products. Silica sand deposits assist the manufacturing of clear glass and window products.

Leziate Quarry transports 850K tonnes of sand per year via rail link and operates twelve trains a week. The Quarry has eight to ten years reserves of materials. Norfolk County Council has a duty by Central Government to identify new sites. The Norfolk Minerals and Waste Local Plan is reviewed on a five-yearly basis and can take ten to fifteen years to process and adopt each time. As reserves are low, new sites are consistently being sought and investigated for future planning provision.

The current proposals are a mid-term plan of the current adopted Plan, which runs to 2026, with the intention of adding sites and extending the plan to 2036. The sand in Marham and Shouldham is of very high quality and could produce 15M tonnes, hence these being preferred option sites in Norfolk.

The sand in this area is 8-16m deep and the water table is high so the sand would need to be dredged electronically and processed and despatched at Leziate. It was likely a maximum of three pipes would need to be laid to and from Leziate; overground piping was preferred and each would be approximately 8km long. Expert assessments were only undertaken when sites were approved; it would be at this stage that the routes to and from Marham and Shouldham would be designated and approved in accordance with the National Planning Framework process.

RAF Marham's concerns regarding lakes and habitats was always at the forefront of these reviews and regular meetings with the Defence Infrastructure Organisation (DIO) were regularly held. The proposed sites had already been drilled with the landowners' permissions; their subsequent approvals and lawful lease arrangements would also need to be provided prior to any planning applications being made.

Public Participation

The Chairman varied the order of the Public Open Forum in order to allow members of the public and Councillors to address Mr Hurley.

Questions from the floor were raised and the responses by My Hurley were as follows:

- Subject to planning permission, no workers accommodation would be held on site.
- Silica sand was not an environmental issue and was only harmful to inhale if it was ground down to miniscule particles – this would not be.
- A series of lakes would be in existence following the extraction; these would be maintained by Leziate for a period of time after which time the management would revert back to the landowner(s).
- In accordance with Government guidelines, work noise levels would be kept below 55 decibels or no more than an additional 10 of existing decibel levels.
- Attempts to replace the loss of any Public Rights of Way would always be carried out with the intention to reinstate them as close as possible to the existing one(s).
- Property values were not a material planning consideration and objections relating to this subject were not taken into consideration by Planning authorities. However, the distance from properties to the boundary site was a material factor and had to be at least 150m from any property; meetings with neighbouring properties would take place prior to planning approval being sought.

Mr Hurley invited Councillors and members of the public to contact him if they wished to visit the Leziate Quarry.

The Chairman, Cllr T Hawkins, thanked Mr Hurley for attending.

Mr Hurley and all members of the public left the Council Chambers at 7.20pm.

Mr Stephenson, Architect and Agent, arrived at the meeting at 7.21pm.

Reports

Borough Councillors

Borough Cllr Howland's report had been circulated to all Councillors prior to the meeting. Cllr Howland begged to move the report, 'That this Council has considered the report prior to the meeting.' There was nothing further to report.

Borough Cllr Hipperson said that in his opinion the possibility should be considered that a planning application to Norfolk County Council for sand extraction could succeed. In case this happened both Shouldham and Marham Parish Councils should have prepared ideas for planning gains and reduction of impact on the area and adjoining areas affected, for example, footpaths, nature reserves, tree screening. Cllr Hipperson also mentioned that should permission for extraction be applied for, information should be made available on the proposed subsequent use of the site, particularly as the location was quite close to the Marham Airbase.

It was noted that Cllr D Hawkins and Cllr Heather had met with Mr Hurley on Wednesday, 11th July 2018 to consider the proposals and that if planning permission were given, contributions for the village should be considered. This included Village Hall developments, to which Mr Hurley had been receptive.

County Councillor

County Cllr Middleton was not present at the meeting and no prior written report had been received.

RAF Marham

WO Spark reported that the Friends and Families Day was being held on Thursday, 26th July 2018. Due to construction works being three months behind schedule, the event layout would be slightly different this year. Flying displays would be from 1.00pm until 5.00pm. This year would be the last opportunity to see the Tornado GR4s as these were being withdrawn in March 2019. There had been increased flying activity on Tuesday, 24th August 2018 and Wednesday, 25th August 2018 in preparation for this event.

Four F-35 jets had arrived at RAF Marham in June 2018 and an additional five or six were expected to join this year.

This years Christmas Lunch was being managed by The Hive. It was agreed for the Council to put an article in the next edition of the P&S magazine asking for nominations.

It was noted that the burger van, which traded regularly near the main Station gate, was licensed by Norfolk County Council and had no affiliation to the RAF whatsoever. Any concerns or complaints regarding the van should be directed to Norfolk County Council and not the RAF.

The Chairman, Cllr T Hawkins, resumed the meeting at 7.45pm.

Proposed – Chairman, Cllr T Hawkins

Seconded – Cllr Heather

To invoke Standing Order 10a (vi), in order to vary the order of business and allow the Village Hall and Confidential business matters to be discussed at this time.

All in favour

105. Village Hall

Proposed – Chairman, Cllr T Hawkins

Seconded – Cllr Heather

To allow Mr John Stephenson, architect and agent, to remain in the Council Chamber and speak under Item 106 at this meeting, but not vote, regarding the planning application(s) and future development plans for part of the Village Hall land’ and to resolve the associated Agent contractual fees.

All in favour

In agreement with Mr Stephenson, the Borough Councillors, RAF Marham Representative and Shouldham Parish Council Chairman were invited to remain in the Council Chambers during the discussion.

106. Exclusion of Press and Public (Public Bodies (Admission to meetings) Act 1960 S1)

Proposed – Chairman, Cllr T Hawkins

Seconded – Cllr Heather

That under the Public Bodies (Admission to meetings) Act 1960 Section 1, the press and public be excluded from the meeting in order to allow confidential items to be discussed.

All in favour

106.1. Appointment of Mr John Stephenson as Agent for the Village Hall planning application
See Confidential Report.

Proposed – Cllr D Hawkins

Seconded – Cllr Paisley

That the Council appoints Mr John Stephenson as Architect and Agent for the Village Hall outline planning applications and agrees the associated contractual fee as detailed within the Confidential Report (GDPR commercially sensitive information).

All in favour

WO Spark left the meeting at 8.05pm.

106.2. Planning application and future development plans
See Confidential Report.

The Chairman, Cllr T Hawkins, closed confidentiality, resumed the meeting at 8.12pm and recommenced the order of the business.

Borough Cllr Hipperson, Borough Cllr Howland the Shouldham Parish Council Chairman left the meeting at 8.13pm.

The Chairman, Cllr T Hawkins, adjourned the meeting at 8.14pm for an interim break and resumed the meeting at 8.30pm.

107. Norfolk Minerals and Waste Local Plan Review: Initial Consultation & Statement of Community Involvement consultation 29.06.2018–13.08.2018

107.1. Response to Norfolk County Council and further actions to be undertaken

It was agreed to submit a response to Norfolk County Council with the following reservations/observations:

- the loss of landscape and amenity would be obtrusive and detrimental to the visual amenity of the area as a whole.

- desirability of the adjacent properties in question, or the locality, may affect the potential property values, particularly in the stage up to the permission being granted when the uncertainty of whether the sand extraction is to proceed.
- the quarry sites will be used as landfill, which is a concern due to the inappropriate current regulations of the Landfill Directive.
- assurance must be given that each quarry site is reinstated prior to moving onto the next site throughout the development.
- that a corridor of trees is supplied in Spring Lane, the main adjacent landholding to the proposed development.
- that the current Public Right of Way (PRoW), which provides the present link from the village to the river and Shouldham Warren, is retained as it would be detrimental to the village as a whole if this was lost.

The Clerk would submit these comments online to the the Norfolk County Council Norfolk Minerals and Waste Local Plan Review: Initial Consultation & Statement of Community Involvement consultation 29.06.2018–13.08.2018

108. Finance

108.1. Bank Reconciliation

The Clerk had circulated the bank reconciliation period ending June 2018 with the agenda. The bank balances were as follows:

June 2018

Bank Reconciliation	Community Account (£)	Tracker Account (£)
Bank Statement Start Balances	3,218.21	94,877.36
Total Opening Bank Balances		98,095.57
Unpresented Cheques B/F	-	-
Unpresented Receipts B/F	-	-
Council Opening Balances	3,218.21	94,877.36
Council Total Opening Balances		98,095.57
Receipts	3,930.37	47.47
Payments	- 5,817.74	- 1,500.00
Bank Statement Close Balances	1,330.84	93,424.83
Total Closing Bank Balances		93,755.67
Unpresented Cheques	- 2.77	-
Unpresented Receipts	-	-
Council Closing Balances	1,328.07	93,424.83
Council Total Closing Balances		94,752.90
Earmarked Funds		
Operating Costs (6 Months)		20,000.00
Pensions Contribution		1,000.00
Village Hall Alterations		14,000.00
Elections (5 Year to £1000) Year 4		1,000.00
Parish Plan Review		1,000.00
Emergency Plan (5 Year to £2000) Year 4		2,000.00
Electrical Check Village Hall (3 Year to £450)		450.00
Electrical Check Pavilion (3 Year to £750)		750.00
Tree Safety Maintenance		5,000.00
Churchyard Wall Maintenance & Restoration		19,384.00
Allotment Deposits Held		320.00
Village Sign Appeal		500.00
Street Lighting		1,000.00
Village Hall Fencing		2,000.00
Village Hall Disabled Ramp Fundraising		1,420.96
Future Events		829.22
CIL Payments		84.60
Total Earmarked Reserves		70,738.78

Reconciliation Community Account (£)	
Bank Statement 01.06.2018	3,218.21
Receipts	3,930.37
Payments Cleared	- 5,817.74
Bank Statement 30.06.2018	1,330.84
Unpresented Cheques	
Debit Card 29.06.2018	-2.77
	- 2.77
Unpresented Receipts	
	-
Council Closing Balance	1,328.07

Reconciliation Tracker Account (£)	
Bank Statement 01.06.2018	94,877.36
Receipts	47.47
Payments Cleared	- 1,500.00
Bank Statement 30.06.2018	93,424.83
Unpresented Cheques	
	-
Unpresented Receipts	
	-
Council Closing Balance	93,424.83
Council Total Closing Balances	94,752.90

Council Total Closing Balances	94,752.90		
Council Total Earmarked Reserves	70,738.78	Council Remaining Available Precept	24,014.12

Chairman Signed Dated

108.2. Pre-authorised payments, receipts and pending disbursements

The Clerk had circulated the payments and receipts made since the last meeting and presented the late bills to the meeting:

Date	Payee	Description	Transaction	Net Payment £	VAT Amount £	Gross Payment £	Receipt £
21.06.2018	Village Hall	Lettings May-Jun 18	200053	0.00	0.00	0.00	152.50
25.06.2018	Asnil Ltd	Receipt Book Yard Sale Event	Debit Card	2.49	0.00	2.49	0.00
25.06.2018	Cllr Barrett (Pro-Tec Garden)	Allotments Weed Fabric	BACS	58.32	11.67	69.99	0.00
25.06.2018	Cllr T Hawkins (HK Feng Yue)	Events Wireless Microphone	BACS	20.82	4.17	24.99	0.00
25.06.2018	Cllr T Hawkins (Union-Mart)	Events Petrol Generator	BACS	149.96	29.99	179.95	0.00
25.06.2018	St John Ambulance	First Aid Cover Fun Day Event	BACS	103.50	20.70	124.20	0.00
25.06.2018	Cllr T Hawkins	Travel Expenses	BACS	15.30	0.00	15.30	0.00
26.05.2018	A J Coggles	Cemetery Fees	200054	0.00	0.00	0.00	300.00
27.06.2018	Bingo Warehouse	Bingo Books Bingo Event	Debit Card	12.39	2.48	14.87	0.00
29.06.2018	Cllr T Hawkins	Chairman's Allowance June 18	BACS	15.30	0.00	15.30	0.00
29.06.2018	Bookings & Caretaking Officer	Contract June 2018	BACS	243.45	0.00	243.45	0.00
29.06.2018	Clerk	Salary June 2018	BACS	670.86	0.00	670.86	0.00
29.06.2018	Clerk	Expenses June 2018	BACS	21.70	0.00	21.70	0.00
29.06.2018	Turfcare Leisure Services Ltd	Bowling Green Mower Service	BACS	390.66	78.13	468.79	0.00
29.06.2018	Turfcare Leisure Services Ltd	Bowling Green Mower Service	BACS	306.00	61.20	367.20	0.00
29.06.2018	Turfcare Leisure Services Ltd	Bowling Green Renovation	BACS	340.00	68.00	408.00	0.00
29.06.2018	SunshinyLight04 (Ebay)	Events Microphone Stand	Debit Card	2.77	0.00	2.77	0.00
05.07.2018	Viking	Village Hall Cleaning Supplies	Credit Card	75.23	15.05	90.28	0.00
06.07.2018	Trade Supplies Online (Ebay)	CPT Cemetery Gate Paint	Credit Card	26.65	5.34	31.99	0.00
06.07.2018	Stock-Solution (Ebay)	CPT Seats Wood Preserver	Credit Card	25.95	0.00	25.95	0.00
09.07.2018	Information Commissioner's	Data Protection Registration	DD	35.00	0.00	35.00	0.00
09.07.2018	A J Restoration	Churchyard Wall Repairs	BACS	2,224.00	0.00	2,224.00	0.00
09.07.2018	HMRC	Employer PAYE/NI June 2018	BACS	180.19	0.00	180.19	0.00
09.07.2018	Glazewing	Waste Cemetery May 2018	BACS	20.76	4.15	24.91	0.00
12.07.2018	E-On	Street Lighting Jun 2018	DD	57.43	2.87	60.30	0.00
14.07.2018	Sainsburys	Refreshments Council & CPT	Debit Card	5.20	0.00	5.20	0.00
14.07.2018	Sainsburys	Refreshments Council & CPT	Debit Card	2.00	0.00	2.00	0.00
16.07.2018	OVO Energy	Electric Village Hall July 2018	DD	105.71	5.29	111.00	0.00
19.07.2018	A J Coggles	Cemetery Fees	200055	0.00	0.00	0.00	100.00
20.07.2018	Cllr C Heather	Events Race Night DVD	BACS	7.99	0.00	7.99	0.00
20.07.2018	Cllr T Hawkins	Events Projector Screen	BACS	14.48	2.89	17.37	0.00
20.07.2018	A J Restoration	Churchyard Wall Repairs	BACS	2,102.00	0.00	2,102.00	0.00
20.07.2018	Cllr T Hawkins	Events Projector	BACS	54.89	10.98	65.87	0.00
Late Bills / Receipts (Received after Agenda advertised)							
23.07.2018	Allotment Rent	Plot 16	BACS	0.00	0.00	0.00	25.72
Totals				7,972.99	460.34	8,433.33	578.22

Proposed – Cllr Heather

Seconded – Cllr D Hawkins

That the payment of bills are approved in accordance with the schedule.

All in favour

Cllr Heather advised that materials for the Church Wall restoration should be purchased by the Council in order to reclaim VAT. The Clerk would investigate this with Cllr Bucke and A J Restoration.

Chairman Signed Dated

109. Council Policies for approval

109.1. General Data Protection Regulation (GDPR) Subject Access Request SAR Policy & Sample Letters

109.2. General Data Protection Regulation (GDPR) Personal Data Breaches Policy

The Clerk had circulated a draft General Data Protection Regulation (GDPR) Subject Access Request SAR Policy & Sample Letters and General Data Protection Regulation (GDPR) Personal Data Breaches Policy to Councillors prior to the agenda. It was agreed to adopt these policies en-bloc.

Proposed – Cllr D Hawkins

Seconded – Cllr Barrett

That the Council adopts the General Data Protection Regulation (GDPR) Subject Access Request SAR Policy & Sample Letters and General Data Protection Regulation (GDPR) Personal Data Breaches Policy with effect from 25th May 2018.

All in favour

110. Updates and actions regarding ongoing matters

110.1. Allotments

Cllr Barrett reported that Cllr Harrison had kindly spent a whole day in extreme heat clearing the two untidy plots of all structures and weeds and laid fabric weed suppressant on them. The Council gave him a vote of thanks. Cllr Barrett reported that there was spare fabric left for future use.

110.1.1. Tenant deposits

Cllr Barrett reported that current tenant deposits were £30.00 but in light of the recent problems and financial burden faced by the Council, consideration to increase the amount should be given as mitigation for untidy plots having to be cleared. A short discussion took place and it was agreed to increase deposits to £60.00 with immediate effect.

The Clerk would update the Allotment Terms & Conditions.
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110.2. Churchyard

110.2.1. Restoration of the Church wall

The Chairman, Cllr T Hawkins, reported that works on the Church Wall were progressing well.

110.3. Cemetery

110.3.1. Street map

Cllr Hipperson was not present at the meeting and no prior report had been received.

110.4. Playground and Playing Field

110.4.1. Concrete step at the entrance door of the Sports Pavilion

The Chairman, Cllr T Hawkins, reported that the Sports Pavilion did not currently have a footstep at the entrance door and a recent accident had taken place when a Councillor had tripped up and cut himself quite severely from the fall. Volunteers helping at the Fun Day had also reported that the current step was too high.

Mr Nathan Porter of Porter Construction had recently visited the site and confirmed that a basic concrete step would cost around £200.00. A brick built step would cost more.

A discussion took place and Councillors agreed that a concrete step would be sufficient for this building and did not require the work to be elaborate. The Clerk advised that three quotations ought to be obtained but Councillors felt this should be carried out as an emergency for health and safety reasons and that Porter Construction's work on the disabled ramp had been of good quality and that no further quotations needed to be sought.

That the Council contracts Porter Construction to construct a concrete footstep at the entrance door of the Sports Pavilion at a cost of £200.00 as an emergency expense.

All in favour

The Chairman, Cllr T Hawkins, would contact Porter Construction to arrange for the works to be carried out.

The Vice Chairman, Cllr Walsingham, was not present at the meeting and had submitted a written report regarding the Pavilion. The Chairman, Cllr T Hawkins, read the report to the meeting:

The Vice Chairman, Cllr Walsingham, had started to secure the seats to the wall but due to the intense hot weather the drill had not worked. This would be finished when the weather cooled down. The Pavilion currently had an ant infestation and needed to be treated with standard ant powder.

The Chairman, Cllr T Hawkins, would make the hirer of the Pavilion aware of this problem.

110.5. Community Speed Watch

Cllr Paisley reported that 51 vehicles had been monitored travelling at 35mph and above.

110.6. SAM2

The Vice Chairman, Cllr Walsingham, was not present at the meeting and had submitted a written report. The Chairman, Cllr T Hawkins, read the report to the meeting:

The Vice Chairman, Cllr Walsingham had circulated the SAM2 graphs for May 2018 and June 2018 prior to the meeting. The Clerk had forwarded the information to the Norfolk Safety Camera Partnership.

In May 2018, 18,222 vehicles had registered on the camera of which 8,758 had been travelling at 35mph and above which equated to 48%. The highest recorded speed was 70mph.

In June 2018, 18,435 vehicles had registered on the camera of which 4,876 had been travelling at 35mph and above which equated to 26%. The highest recorded speed was 80mph.

The ‘Slow Down’ sign had not been illuminating and this had been fixed by Westcotec over the weekend of Saturday, 21st July 2018 and Sunday, 22nd July 2018.

The Council’s second battery had now stopped charging and a new one would be required from Westotec at a cost of £80.00 + VAT.

That the Council purchases a further SAM2 battery from Westcotec at a cost of £80.00 + VAT as an emergency expense.

All in favour

110.7. General Grounds Maintenance

110.7.1. Current Norse Contract

Councillors agreed that the grounds maintenance had improved but that the relationship between both parties had broken down somewhat. Cllr Harrison reported that the current contract end date was 30th March 2019. It was agreed that the Council should give its intention to bring the end date forward to 31st December 2018.

The Clerk would contact Norse Eastern Ltd to confirm the Council's intention to terminate the contract three months earlier than originally stated.

110.8. Street Lights

There was nothing to report to this meeting.

110.9. Proposed and Seconded

The Chairman, Cllr T Hawkins, reported that articles needed to be submitted to Cllr Clarke by the end of August 2018.

Cllr Child asked Councillors to provide him with details of pubs that used to exist in the village in order that he could prepare a short history article on this matter.

110.10. Village Events

There was nothing to report to the meeting regarding the following events:

- 110.10.1. Bingo Night (Friday, 17th August 2018)**
- 110.10.2. Yard Sale (9th September 2018)**
- 110.10.3. Family Race Night (Saturday, 13th October 2018)**
- 110.10.4. Bingo Night (23rd November 2018)**
- 110.10.5. Christmas (Sunday, 9th December 2018)**

Cllr Child reported that he would be giving a talk in October at an RAF 100 event. Tickets would be £2.50 per person and profits raised would go towards the Village Hall disabled toilets and Heritage Centre. Cllr Child would provide details of the exact date and time at the next meeting.

110.11. Community Payback

The Chairman, Cllr T Hawkins, reported that the Community Payback Team (CPT) had cancelled some of their recent sessions and would not be returning until October 2018.

111. Planning

111.1. Planning applications

No planning applications had been received from the BCKL&WN.

111.2. Planning decisions

111.2.1. 18/00409/F – Village Hall, School Lane – Extension to Village Hall and construction of new dwelling

Application withdrawn (Parish Council).

111.2.2. 18/00744/F – The Satchel, The Street – Convert existing storage area into ground floor games room and first floor bedrooms

Application permitted (delegated decision).

111.2.3. 18/01094/AG – Land E of Burnthouse Drove, Upper Marham – Agricultural Prior Notification: Construction of a reservoir

Application not required (delegated decision).

111.3. Late planning applications and decisions

No late planning applications had been received from the BCKL&WN.

112. General correspondence

112.1. For action/information

Veolia's acquisition of the Glazewing Waste Management contract

The Clerk had circulated a letter from Veolia prior to the agenda regarding details of its acquisition of the Glazewing Trade Waste Management contract. This was noted.

BCKL&WN Marham Village Hall Rateable Value £1,850

The Clerk had circulated a letter from the BCKL&WN prior to the agenda regarding the Village Rateable Value of £1,850. The amount to pay was not known and the BCKL&WN could not give an indication of how much it would be. This was noted.

112.2. Late correspondence

No late correspondence had been received.

113. BCKL&WN issues

There was nothing to report to this meeting.

114. Highway matters

Cllr Harrison reported that the dense overhanging hedge at The Manor, The Street, had still not been dealt with despite confirmation in February 2018 from the Highways Engineer, Mr Wallace, that action would be taken.

The Clerk would report this matter on the Norfolk County Council online reporting form as this might be a more effective way of getting the matter resolved.

It was noted that the hedge of The Abbey House, The Street, was also very overgrown. The Clerk would send a letter asking for the hedge to be cut back.

115. Norfolk County Council issues

115.1. Partnership Scheme 2018/2019 Trod 5

Cllr Harrison reported that the service cables which had been placed underground needed to be deeper. The extra works required to do this could lead to cost implications for the Parish Council. This was noted.

115.2. Partnership Scheme 2019/2020 – Bids to be submitted by Friday, 7th December 2018

There was nothing to report to this meeting.

116. Matters to report to the Clerk

There were no matters to report to the Clerk.

117. Items for the next agenda

The following apologies were presented for the next meeting; the Chairman, Cllr T Hawkins (holiday), Cllr Barrett (holiday) and Cllr D Hawkins (holiday). The Clerk would record these accordingly.

118. To record the date and time of the next Full Council meeting

The next meeting of the Parish Council would be held on Wednesday, 12th September 2018 at 7.15pm in the Village Hall.

The Chairman thanked everyone for attending and closed the meeting at 9.27pm.