

CROXTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held in the Village Hall At 7.30pm on 10th May 2018

Present:	Robert King	RK	Chairman
	Ivor Andrew	IA	Vice-Chairman
	Doug Stephen	DS	Councillor
	Gerald Goucher	GG	Councillor
	Christine Carr	CC	Councillor
	Fabian Eagle	FE	NC Councillor
	Diana Goucher	DG	Clerk (Temporary)
	Visitor	AC	Andy Cruise

Apologies: Apologies received from District Councillors Sam Chapman-Allen and William Nunn

Declaration of Interest: None were Declared

Chairman's Report:

The Report had been already circulated and will be attached with these Minutes. The Chairman asked for any comments from Councillors, none were raised. The Chairman thanked his fellow councillors for their support during the year and stood down.

Election of Chairman and Vice-Chairman:

IA proposed RK as Chairman. There being no other candidates RK accepted and DS seconded proposal. GG proposed IA as Vice Chairman and DS seconded proposal. Both proposals were unanimously agreed by all councillors.

Minutes of Previous Meeting:

Minutes of the meeting of April 12th 2018 had been circulated and agreed. The Minutes were proposed for acceptance by DS and seconded by GG.

Matters arising:

1. Norfolk County Council

Roads. FE was thanked for his extensive report which had been circulated to councillors. He reported to councillors the concern regarding the **state**

of roads in the county. He felt current methods/materials are not satisfactory and there is a move towards returning to hot-rolled asphalt together with a need for greater flexibility by Norfolk Highways Maintenance. FE also mentioned Foulton are pioneering a self-help scheme to mend smaller pot-holes. He was pleased our MP (Liz Truss) had been instrumental in getting the **sink-holes** mended in the Street.

Waste Recycling. FE also raised the confusion over **Norfolk Waste Recycling**. All normal household disposals will still be free. DIY more than can be contained in a black bin will be charged for. There will still be charges for disposal of large volume DIY waste. No one will be turned away providing they are **willing to pay the charges** which should number of visits to dispose of items.

There is a move to allow scrap metal (which has a value) to be left at the recycling centre. FE also suggested parishes might consider starting their own scrap metal collections.

Mobile Public Libraries. Costs are again been looked at – the Library van goes to many villages where there are no borrowers – the cost together with leasing the vans amounts to over £500,000 a year. FE went on to say there is so much more needed for Care within the community and perhaps there could be more self-help.

2. Greater Thetford Development Partnership

RK had no date for next meeting. Community Sub-Group meeting is on May 16th 2018. DS stated that if any discussion was forthcoming regarding the Governance Review he will make it very clear that any comment he makes will be his personal opinion and not that of Croxton Parish Council.

3. JNP

Is now at Regulation 16 stage whereby External Examiner has been appointed (Specific Examiner agreed with CPC) who is preparing a Clarification List of questions which we will respond to.

4. SAM2 Camera Unit

The speed camera has been delivered by Westcotec and SW group provided with initial training. The unit has been mounted at a chosen location and is operational. Two more poles are to be installed at approved locations. The unit is now under control of Speed Watch group. SW leader reported there are approximately 1000 vehicles per day passing through the village

5. Finance/Accounts:

Finance (May 2018 statements)	Current a/c	£ 2,653.91
	Business a/c	£ 10,276.85
Outgoings since last statement		£ 659.61

Accounts to March 31st 2018

The RFO had submitted these to the internal auditor who has approved these Accounts.

Copies were distributed, proposed by IA, seconded by RK, and accepted by all councillors.

RK thanked Tony Yates, the internal auditor for his assistance throughout the year.

6. Play Area:

An Annual Inspection has been arranged for Tuesday May 29th at 10.00am. The Beauchamp unit walkway has been repaired temporarily by Nick Manderfield pending a permanent decision by council. The walkway unit is poorly designed, and a fixed walk way could be a better solution. RK to speak to Steve Beal about the mole problem. RK has tidied up molehills temporarily. Norse has cut the grass in preparation for the Village Fete.

7. Thetford Governance Review

Breckland DC have put a FAQ section their website to make things clearer for the public who wish to respond. RK declined the GTDP Community Subgroup proposal to represent Croxton at their next meeting with public as inappropriate considering Breckland Governance process is already under way.

DS highlighted that only 2% of Thetford residents had responded to the Thetford consultation compared to a much higher rural response of 11.4%.

Freedoms of Information Requests from R Whittaker and A Cruse have been provided.

8. General Data Protection Regulations (GDPR)

RK and IA attended NALC awareness seminar on 23rd April. The PC need to read through appropriate list to ensure inclusion of everything which Croxton PC needs to include. NALC are looking to possibly carry out this work for PCs (at a reasonable cost). There will need to be a General Data Protection Policy statement included with the Parish Council's General Policy.

9. Planning

3PL/2018/0532/LU – 5 Heathlands Drive	Undecided
3PL/2017/0137/HOU – Phase 1a of Kingsfleet (SUE)	Undecided

Correspondence

Refer to correspondence from 12 April 2018 to current date plus:

DIO training notices received.

BHIB Insurance Brokers have taken over Aon, documents need to be reviewed by councillors before renewal.

CAN is £20 for membership – plus £10 for voting, agreed to renew NALCO membership £154 already paid.

RED PHONE BOX – RK felt telephone box served useful purpose during recent JNP consultations.

10. **AOB** Pot hole at Melville Road/Harefield Rd Junction reference ENQ900133364 (4/5/18) has been inspected and found not to meet the Highways criteria for repair!

There being no other business to discuss the Chairman closed the meeting at 9.00pm

CROXTON ANNUAL PARISH MEETING

There being no Parish Residents in attendance the Parish Council decided not to have a Parish Meeting.



R. King
Chairman

Date of next Parish Council Meeting – Thursday 14th June 2018 at 7.30 pm in Village Hall.

CROXTON PARISH COUNCIL

CHAIRMANS ANNUAL REPORT

2017 - 2018

2017-18 has once again been a very busy year with changes to and additions to Parish workload the latest being requirements under the General Data Protection Regulation which becomes law on 25 May this month. We are currently trying to clarify exactly what will be required from Croxton Parish Council

During the year Mrs Joanne Smith took up the position of Parish Clerk and has settled in very well. Unfortunately she could not attend tonight due to a family commitment However Mrs Goucher has once again stepped in to take tonight's Minutes for which we are again very grateful.

As Chairman I can report that your council has again met the many challenges and demands which arose during the year, and as always have worked for the best interests of the Croxton residents, with considerable success.

The main items the Council has been involved with during the year include the following:

- Greater Thetford Development Partnership.
The formation of this new vehicle, effectively a non decision making group working together to take forward the development of some 5000 houses to be located within the parishes of Croxton, Brettenham & Kilverstone to the north of Thetford, in a manner to ensure benefit to that wider community.
The previous independent chairperson has completed his year and the Board has been restructured, together with appointment of a new chairman, in order to streamline its workings and optimise Officer and Subgroup workings.
The Communities Subgroup will have new chairman and community members by the end of this month (May)
Progress is being made with the release of £10 million for infrastructure and details of this and other items are reported in the Board Minutes and website
- The SUE Development South of the A11 Thetford Bypass.
Outline Planning was approved for the 'Kingsfleet' project in 2015 An application for 343 houses (Phase 1a) has been submitted and is currently being reviewed by BDC planning.
Work may possibly start this year.
We will continue to work to influence any developments or changes to avoid detrimental effects to Croxton parish and the rural community as a whole.
The Joint Neighbourhood Plan which commented on next is being developed with this in mind.
- Joint Neighbourhood Plan
The JNP has been progressed through REG.14 and has now reached REG.16 status where it has been passed to an agreed Examiner for review and comment. This process may normally take up to 6 weeks after which it will be considered for a final referendum. Although no date is set, the final document submission is likely to be submitted in June of this year.
- Thetford Governance Review
The Thetford Governance review has been issued for the 2nd Stage consultation which closes on 22nd June. Full details together with FAQs information issued by Breckland are on Croxton website and noticeboard. An invitation from GTDP Subgroup chairman R Whittaker to join a public meeting under Subgroup direction was declined. The Breckland Governance procedure is already under way and this suggested meeting format would be inappropriate.
- EPR Thetford Power Station
There have been no major problems with the Plant this year.
- The Wider Economy
Again this has been a year of additional Government cut backs in the National Economy. This has again filtered down into cuts in County and District Council budgets and available funding, resulting in Council Taxes being raised.

Fortunately at Parish level so far we have managed to remain reasonably unaffected, and while County and District Councils have increased charges, we have again been able to keep the Parish Precept requirement unchanged for this financial year. However we are being advised of forthcoming increases which together with anticipated maintenance costs mean that the Council will need to review the situation this year.

To this end we continue to encourage use of our Recycling Bank facility at the village hall which provides a worthwhile annual income.

Other Areas/Items and Issues

- The Street - Road Sinkage Problems
After protracted communications between this Council, NCC Highways, and Anglian Water, without success finally we passed a summary of situation to Liz Truss MP for South West Norfolk to intervene. Within weeks the relevant areas of The Street have been properly repaired with co-operation of all parties!!
- Mobile Phone Coverage - Vodafone
Vodafone have completed installation of the third mast located at All Saints Court.
- Street lighting
The upgrade of three LED units to provide a higher level of illumination to the area between Earl Warren and the village hall has been completed
- The Street - Footpaths
Upgrading of the footpaths along both sides of The Street has been completed
- Specific Issues Raised by residents
 - 1 **Mrs Pat Miles – Retirement**
“On behalf of the residents the Council presented Pat Miles with a card and Vouchers for the sum of £100 as a small token of thanks in recognition of her many years of service to the community
 - 1 **Speeding through Village**
The Council has purchased a SAM” mobile speed sign for use by the Speedwatch group. This was funded under the Highways Parish Partnership Scheme, a donation from our Norfolk Councillor, and the Parish Council
 - 2 **BT Telephone Kiosk – The Street**
Although no suggested community uses have been received the kiosk has proved extremely useful for the recent JNP consultations.

Planning Applications

Applications submitted during the last year:

3PL/2018/0532/LU	5 Heathlands Drive Croxtan IP24 1UT	Converting Existing Garage into Kitchen(Certificate of Lawfulness)	30-04-18	Cert.Law.Prop.Use	Undecided
3PL/2018/0137/HOU	40 The Street Croxtan IP24 1LN	New garage, access in line with previous approval 3PL/2017/0614/F and addition of 2 ground floor window on previously approved extension 3PL/2016/0099/HOU	02-02-18	Full	Permission
3PL/2017/1576/D	Norwich Road,	Vacant Land at Sub-Phase 1a of the proposed KingsFleet sustainable Urban Extension land	13-12-17	Reserved Matters	Undecided

Croxton
Thetford
IP24 2RF

north west of the A1075 Thetford

3PL/2017/1383/LU	Bretwick House The Street, Croxton IP24 1LN	Alteration to front elevation, remove 2 windows & insert 1 new window (Certificate of Lawfulness)	25-10-17	Cert.Law.Prop.Use	Permission
TRE/2017/0240/TCA	Wyndham Lodge The Street Croxton IP24 1LL	Horse Chestnut - remove as very diseased	09-10-17	Tree Work App CA	Withdrawn
TRE/2017/0219/TCA	Wyndham Lodge The Street Croxton IP24 1LL	T1 - Horse Chestnut - Lift to 4m ground clearance	19-09-17	Tree Work App CA	CA No Objection
TRE/2017/0153/TCA	All Saints Church Croxton Thetford IP24 1LN	Horse Chestnut - Tree is dead - Fell and replace	12-07-17	Tree Work App CA	CA Work Exempt
3PL/2017/0837/HOU	24 Heathlands Drive Croxton IP24 1UT	Internal alterations to bungalow, proposed master bedroom & study extension	23-06-17	Householder	Permission
3PL/2017/0677/LU	28 Heathlands Drive IP24 1UT	Single storey rear extensions and conversion of loft space to form two habitable rooms with rear facing dormers	19-05-17	Cert.Law.Prop.Use	Permission
TRE/2017/0115/TCA	Croxton Lodge The Street Croxton IP24 1LN	T1 - Mulberry - Reduce weight of western stem to alleviate wind loading by light crown thin (10-15%_ and tip reductions (0.5-1m) T2 &3 - Hawthorns - Halo prune away from mulberry by approx. 1.5-2m T4 - Cherry - crown lift to approx. 4.5m. Remove lowest limb on south side over lawn. Reduce tips of branches over mulberry by 1.5m T5 - Black Walnut - Reduce extended limbs throughout crownby approximately 3m to retain shape and reduce competition to Norway maple and cherry. T6 - Silver Birch - Remove upright leaders	15-05-17	Tree Work App CA	CA No Objection
3PL/2017/0642/HOU	5 Heathlands Drive IP24 1UT	Summer House in rear garden	11-05-17	Householder	Permission
3PL/2017/0614/F	Garden plot 40 The Street IP24 1LN	New two storey dwelling	08-05-17	Full	Permission
3PL/2017/0495/HOU	5 Melville Road IP24 1NG	Side Extension	12-04-17	Householder	Permission

TRE/2017/0065/TCA	Deva, The Street IP24 1LN	T1 - Lime - Fell T2 & 3 - Silver Birch - Fell T4 - Sycamore - Fell	14-03-17	Tree Work App CA	CA TPO Served
TRE/2017/0058/TCA	The Street IP24 1LN	1x Lime (Tilia) - Remove epicormic growth to inspect the main stem. Aerial inspect the canopy and remove large diameter deadwood raise canopy to give 4m clearance.	09-03-17	Tree Work App CA	CA No Objection
3PL/2017/0149/HOU	The Old School House The Street IP24 1LN	Conversion of loft to habitable space including insertion of dormer windows to the front and velux rooflights to the front and side elevations, construction of a new front wall to replace the existing wooden fence	08-02-17	Householder	Permission
3PL/2017/0167/VAR	Bretwick House The Street Croxton IP24 1LN	Removal of condition (3) Archaeology investigation on Planning Ref:3PL/2016/1263/HOU (erection of ancillary granny annexe)	08-02-17	Variation of Cond's	Permission
3PL/2017/0087/LB	Church Cottage The Street IP24 1LW	Removal of chimney on southern gable & replacement windows	25-01-17	Listed Build Consent	Permission

Financial Notes

The attached summary represents the financial position of Croxton PC as at 31 March 2018 and shows payments and receipts for that year.

Note: The attached summary figures have been audited by the internal auditor. However the following should be noted:

- We have decided to retain the Parish Precept at the same figure as last year, so any increase in individual Council Tax will be due to NCC and BDC increasing their individual charge rates.
- The finances show a deficit as explained in Note 1 on Summary Sheet. We have obtained JNP funding from My Community (Locality) toward anticipated costs during the next 6 monthly period, with the option of applying for BD match funding also in due course.

As always thanks must go to all the councillors, volunteers, and helpers, for their contribution to the Council throughout the year. The Chairman can only be as effective as the councillors and officers who support him.

Our internal auditor Tony Yates must also be thanked for willingly giving of his time to audit the accounts and ensure that these are always in order.

Lastly I sincerely hope you feel the Parish Council is representing you the community, and your interests, in a satisfactory manner and if you have any issues or comments please feel free to raise these with any of the councillors.

Signed. 

Date.10 May 2018.....