

**MINUTES OF THE HILGAY ANNUAL PARISH COUNCIL MEETING
HELD ON 12 MAY 2010**

The above Meeting was rescheduled due to the General Election – Elizabeth Truss (Conservative) was elected by 23,753 votes.

This Meeting was held at the Hilgay Methodist Chapel, commencing immediately after the closure of the Annual Residents Meeting.

At the Annual Residents Meeting -Mr G Carter was re-elected as Chairman, and Mr R Houghton was re-elected as Vice Chairman.

PRESENT: Mr G Carter, Mr R Houghton, Mr P Bates, Mr C Dawe, Mr M Higgins, Mr C Wills, Mr D Dent, Mr N Bradley, and Anita Stewart of the Play Trail Committee

1. APOLOGIES FOR ABSENCE - Mrs A Charlesworth, Mr A Dent, Mr P Carter, Mr D Gordon, and Mr R Martin

2. DECLARATION OF INTEREST IN ITEMS ON THE AGENDA
Mr Houghton – Item 6b.

3. TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4 MARCH 2010

The Minutes were duly agreed and signed as a true record by the Chairman.

4 TO REPORT MATTERS ARISING FROM THE MINUTES

Station Road - dyke culvert

April Update – IDB have undertaken digging out works. Residents not satisfied with works and have raised further complaint with the IDB. Clerk requested to advise contractor responsible for the dyke that the dyke has been incorrectly dug, making the water run in the wrong direction and dyke has not been dug out deep enough.

July Update: Clerk unable to contact the contractor at present.

September Update - Contact details now provided.

November Update –No response from contractor.

January Update: Contractor instructed IDB to investigate this matter. IDB met with Cllr Dawe and Cllr Bradley, and has had a separate meeting with Highways. Contractor has received a report back from the IDB, and is to discuss this matter further with them.

It was reported at the Meeting that the dyke is caving in.

March Update:

SJ Parr Farm Manager has advised he is putting his response on this issue in writing to the Parish Council.

May Update: *Extract of Response received by SJ Parr & Sons from the IDB dated 22.1.10*
'Survey of ditch on 16.11.09 showed water level was below the invert level of the pipe
Survey of ditch on 13.1.10 showed water level was below the invert level of the pipe
Plan provided showing ditch falls.

Found no evidence of water backing up under the road due to the level of this ditch

Found no evidence of water levels having been significantly higher in the ditch

Inspection of concrete chamber on the upstream side of the pipe. If water is rising in this chamber during times of heavy rainfall, it may be there is a problem with the pipe under the road which should be cleaned/inspected by the Highway authority.

If a problem is evident during times of heavy rainfall the Residents should contact Mr R Chilvers on 01353 688 296

so that he may inspect at that time.

It was unanimously agreed that Cllr Dawe, Cllr Bradley, and the Clerk will arrange to hold onsite meeting with Ross Chilvers of the IDB.

Riverfield Entrance (Access Road) – Update. Derelict building

July Update: Chairman reported that the Ryston Estate are presently in discussions with Norfolk County Council on the future of the access road. The Ryston Estate are also looking into whether the old warehouse (derelict building) is actually owned by the Estate.

Riverfield Entrance (Access Road) – Update. Derelict building contd ..

September Update: Ryston Estate not answering correspondence. Awaiting response from Nicholas Pratt.

November Update_– Clerk has written to owner of the derelict building requesting an update. No remedial works have been undertaken since the Parish Council Meeting with the owner on 1 May 2007, when it was advised that a application for planning permission to undertake renovation of the building was to be submitted to the BCKLWN.

Ryston Estate Response:

'I have spoken to Mr Piers about the situation which you have brought up about the slipway and the buildings at Hilgay Wharf. He has told me that the slipway has now been taken over by Norfolk Highways, but is still under the Pratt Family's possession. Regarding the dilapidated buildings, Mr Piers is going to consult his Father and I think they are going to take a look. This is all the information I have at the moment'.

4 Riverfield Entrance (Access Road) – Update. Derelict building contd ..

January Update – No response has been received from any parties.

Chairman requested Parish Council approval for a letter to be sent to Mr & Mrs Collins, and copied to their Solicitor, the Hilgay Feoffees Charity, and the Ryston Estate. Approval of the letter, requesting Mr & Mrs Collins advise on their intentions regarding the safety fencing removal was granted. The Ryston Estate have granted the Parish Council permission to write to Mr & Mrs Collins on this matter.

The Ryston Estate are still looking into the ownership of the wharf building.

March Update:

Letter sent 25.1.10 – no response received from Mr & Mrs Collins or their Solicitor.

Copy letter and urgent request for update on fencing removal request sent 26.2.10 – no response from Mr & Mrs Collins or their Solcitor to date.

The Chairman reported that the Ryston Estate are looking into ownership, and have received a query on ownership of the adjacent land from Mr & Mrs Collins.

The Right of Way land encased by the temporary fencing is being walked to maintain the rights.

Query has been lodged with the BCKLWN over the legal status of derelict buildings.

May Update:

Clerk has been verbally advised by BCKLWN Enforcement that the Mr & Mrs Collins are in discussions with Planning in respect of a possible planning application.

Enforcement are satisfied with the current safety of the fencing and building.

The Parish Council are striving to safeguard the Right of Way.

The Ryston Estate are continuing their investigations.

HIGHWAYS MATTERS

All the following have been reported:-

Modney Bridge Road/A10- January Update: Highways are currently costing solar lighting

March Update: In hand

May Update: No costings available as yet.

Station Road Crossroads –Works scheduled, but no definite date set as yet.

Deep Dyke at Modney Bridge Road – concern raised at depth of dyke. Request Highways erect reflective warning posts on the bend in the road.

January Update: Highways assessing and to report back.

March Update In hand

May Update: No warning signs installed as yet

Welney Flooding

January: Clerk requested to report that the Welney Wash flood alert signage in Modney Bridge Road has been removed.

March Update Hilgay Parish Council have raised concerns that the Welney Wash Flooding Alert Signage has been completely removed from Modney Bridge Road (A10 junction end) at Ten Mile Bank. This is causing problems as vehicles are travelling from the A10, through Ten Mile Bank Village, to Welney and then having to turn round and come all the way back. Request made to Highways arrange for this signage to be reinstated back at Modney Bridge Road, and an additional sign on the A10 for vehicles travelling from the direction of Downham Market would also be extremely helpful.

Highways currently considering the above requests.

May Update: No update as yet

PLAY EQUIPMENT

March Update Hilgay Slide has been closed due to its poor condition.

Sportsafe UK were requested to re-inspect – and are currently investigating their Inspection Report which failed to flag up issues with the play equipment. Additional inspection to take place with full Report.

Wicksteed Engineer attended site on 4.3.10 and verbally reports as follows:

Large Slide: Recommends immediate removal. Parts not available. Repair therefore not possible.

Rocking Horse: Damper and impact surface not in place, entrapment danger under rocking horse.

Recommends removal. Approx repair (damper system may not be available for this model) £1,000 and condition of the body of the rocking horse is poor, so an investment of a £1,000 repair is not recommend.

Swings: Single pin fixing not suitable, and cannot be modified. Recommends removal.

Junior Slide: Passed.

A full written report on the above issues will be sent shortly by Wicksteed.

Clerk requested to clarify with Zurich Insurance that if repairs are made to the above equipment, are our Insurers prepared to offer insurance cover.

May Update:

Wicksteed have advised that even if repairs are made to the slide, they will not issue a Safety Certificate.

The Parish Council Insurers have advised that they will insure the slide as long as it has a Safety Certificate.

Sportsafe Uk have advised as follows as of 12.5.10:

Basketball goal: Some warping of the perspex insert had been identified but had not split at the time of the inspection. There was no basketball net present. Slight movement was found of the ground socket but still in a safe condition.

Large Slide: Severe corrosion on the handrails. At the time of inspection parts of the aluminium slide surface was broken.

Small Slide: Corrosion identified under the frame of the swing.

Swings: Seats are in poor condition, rubber has perished. Some of the quick links and d-shackles were worn.

Rocking Horse: Wooden platforms had corroded.

Shelter: Appears to be in good condition.

Further to the re-inspection carried out, and following our internal investigation, we felt the engineer did not inspect the equipment thoroughly enough and therefore had failed to deliver to your expectations. The consequences of this are potentially far reaching and we do not

promote poor quality servicing and inspections. As a direct result of this, we felt it necessary to undertake disciplinary proceedings with the engineer who undertook last year's inspection. Corrective action has been undertaken in the form of retraining our engineer in line with both our health and safety & quality policies.

In relation to repairs, should you decide to carry out repairs to the large slide, we would of course be happy to re-inspect it with a view to certifying it as being safe. A site visit for that can be easily arranged through me.

I trust this information is useful to you. Please accept our apologies for any inconvenience caused in this matter. I am confident that in the future this situation will not happen again, and we would be happy to personally oversee any future work.

Anita Stewart advised that the concrete base on the Large Slide will need to be covered. Repairs to the slide and rocking horse are to be undertaken by Armed Forces Engineering free of charge – the Parish Council will pay for materials costs.

Youth Shelter - September Update:

March Update Monster Play Co are not prepared to reduce their fees of £400 plus VAT.

There is a major continuing broken glass problem since youth shelter was installed.

It was unanimously agreed not to make repairs to the Youth Shelter until the broken glass problem ceases.

This proposal to be published in the Riverside News.

May Update: Notification placed in April issue of the Riverside News. Broken glass issue has diminished slightly.

Youth Shelter needs flooring installed – It was advised that Hilgay School have unwanted safety surfacing available – **Chairman to discuss its availability with the School.**

New Play Equipment (Play Trail) at Hilgay Playing Field -

As requested by Anita Stewart, the Clerk is liaising with Hilgay School and the Diocese on the proposed location of the Play Trail. Clerk has also contacted the Parish Council Insurers regarding insurance cover.

Anita Stewart is to submit a draft plan of the Play Trail to the Diocese Investments Committee Meeting to be held on 21.5.10.

It was unanimously agreed that the Parish Council will be responsible for insuring and maintaining the whole of the Play Trail.

It was unanimously agreed to create a gateway where pedestrian access has created a gap in the Ely Road hedging.

Growing Area Rental Agreement –

March Update: The Agreement is currently with the Hilgay Parish Growers for their signature.

May Update: Still awaiting signature of Agreement by the Hilgay Parish Growers. Advised the Hilgay Parish Growers that no planting, etc must not commence prior to signature of the Agreement.

Village SOS Project – **The Chairman sadly advised that Hilgay has not been successful in its bid.**

TMB School Council Update

School Council placed advertisements for their forthcoming events/ and for dressing up clothes in the Riverside News

Parish Council has made request for bus timetable be moved to bus shelter at Station Road, Ten Mile Bank.

Parish Council has made a request to Downham High to relocate pupil pick up and drop off in Station Road from the junction to the bus shelter.

**4 TMB School Council Update contd ,,
 Clerk requested to also highlight a breach of safety in that the school bus driver is allowing children to leave the bus, cross its front, and walk blindsided across the road.**

Shed Encroaching on Footpath Boundary – Reported to Highways, who are satisfied that no encroachment has taken place. Chairman requested an on site meeting with the Highways technician.

November Update – Chairman absent from Meeting – no update available.

January Update: Chairman advised that Highways have not contacted him to arrange a meeting. Clerk to remind Highways.

March Update: In hand.

May Update: Chairman met onsite with Highways. It was agreed that the shed is encroaching on the footpath boundary.

Highways to advise Resident concerned.

Community Centre – Clerk requested to write to the Ely Road Allotment landowners outlining a proposal for a Community Centre.

March Update: Clerk has approached NPS on this proposal. NPS have advised that parking must be the first consideration.

May Update: In hand

Spraying Certification – **Ten Mile Bank Maintenance Officer now qualified in weed control.** Clerk in receipt of Certificates of Training for PA6 and PA11

Rights of Way Footpath at Hilgay Playing Field - needs re-gravelling.

It was unanimously agreed to purchase the required gravel.

Weed control needs to be undertaken prior to the gravel being laid.

May Update: In hand

Railway Gating – Children caught on railway track side of gate due to gate sticking. Cllr Dawe already reported

but Railway have taken no action.

May Update: Reported to Richard Turner at Network Rail on 5.3.10. (Ref26543808).

Resolved

Speed Limit at Station Road, Ten Mile Bank – needs to be reduced to 20mph.

May Update: SAMS Report for Ten Mile Bank

SITE	3188	SPEED LIMIT	30 MPH
Station Road, Ten Mile Bank			
EAST		Towards A10	
WEST		Towards Welney	
DATE	10:03:10	TIME	12.45 – 13.45
EAST		WEST	
NO OF VEHICLES	17	NO OF VEHICLES	13
AVERAGE ENTRY SPEED	33	AVERAGE ENTRY SPEED	36
AVERAGE EXIT SPEED	32.23	AVERAGE EXIT SPEED	25.61
NO EXCEEDING SPEED LIMIT ON ENTRY	9	NO EXCEEDING SPEED LIMIT ON ENTRY	9
TOP SPEED	91	TOP SPEED	48
Station Road, TMB contd..			

DATE	17:03:10	TIME	09.20 – 10.20
EAST		WEST	
NO OF VEHICLES	19	NO OF VEHICLES	14
AVERAGE ENTRY SPEED	22.78	AVERAGE ENTRY SPEED	34.25
AVERAGE EXIT SPEED	24.73	AVERAGE EXIT SPEED	26.5
NO EXCEEDING SPEED LIMIT ON ENTRY	5	NO EXCEEDING SPEED LIMIT ON ENTRY	5
TOP SPEED	47	TOP SPEED	50
DATE	14:04:10	TIME	08.05 – 09.05
EAST		WEST	
NO OF VEHICLES	18	NO OF VEHICLES	13
AVERAGE ENTRY SPEED	26.33	AVERAGE ENTRY SPEED	31.93
AVERAGE EXIT SPEED	24.05	AVERAGE EXIT SPEED	26.23
NO EXCEEDING SPEED LIMIT ON ENTRY	6	NO EXCEEDING SPEED LIMIT ON ENTRY	8
TOP SPEED	57	TOP SPEED	43
THREE VISITS COMBINED EAST		THREE VISITS COMBINED WEST	
AVERAGE ENTRY SPEED	27.4	AVERAGE ENTRY SPEED	34.1
AVERAGE EXIT SPEED	27.0	AVERAGE EXIT SPEED	26.1

It was unanimously agreed to copy the above report to both Highways and Norfolk Constabulary to support the Parish Council request for a 20mph speed limit in Station Road, Ten Mile Bank.

Environment Agency – Great Ouse Tidal River Strategy Consultation

Responses are currently being processed. Will respond to the issues raised by the Parish Council in due course.

Land at Hubbards Drove

May Update: The 2 Residents who raised the issue of the access to land at Hubbards Drove were not satisfied with the Parish Council response that the landowner has advised the Parish Council that there are two legal accesses onto Hubbards Drove, and that Highways are satisfied with the condition of the verge.

The 2 Residents have now taken this matter up directly with Highways. Highways are dealing direct the landowner.

River Field Toilets – refurbishment has been carried out.

Environment Agency trade waste bin has been permanently removed due to funding cut backs. **Clerk requested to raise complaint with the Environment Agency at removal of the trade waste bin as this will create fly tipping problems,**

5 CORRESPONDENCE RECEIVED

MAR

30th BCKLWN – Derelict Buildings – The Council are looking to use powers, including compulsory purchase, to ensure remedial works are carried out in a short timescale on empty residential properties that are various states of disrepair. BCKLWN require notification of any such properties in the Parish.

APRIL

- 21st BCKLWN – Agenda for Council Meeting on 29.4.10
21st Norfolk Link Issue 176
26th Downham Town Council – Invitation for Chairman to Mayor Making Ceremony on 11.5.10.
27th BCKLWN Standards Committee – Invitation for appointment of Members
29th BCKLWN – Invitation to Chairman to Civic Service – 16.5.10

MAY

4th NCC Highways – Commencement of Parish Rangers - The idea is that the rangers will do all those smaller jobs which the council tend to push to the back of the queue such as sign cleaning.

While they will be checking gullies should any become blocked, or any other problem arise, they will obviously be dealt with as and when reported. Hopefully if gullies are checked on a 3 month basis we can keep them clear. Parish Ranger duties include sign repair and cleaning, sweeping and limited litter picking, cleaning out grips, cleaning out blocked gullie, overgrown vegetation, siding out footways. First visit to the Parish will be 24.5.10 and ever 14 weeks from then on in.

MAY

5th NCC – Bridge Network Engineers – query on landownership around Sedge Bridge. Clerk liaised with Mr Kisby and we advised the NCC that most of the land was owned by Norfolk County Farms, and that Kisby Farming do not use the bridge. Received response from, NCC thanking us for the information.

6th BCKLWN – Agenda for Annual Council Meeting on 13.5.10

6 ACCOUNTS & FINANCE including the following Financial Matters

6a FINANCIAL MATTERS TO REPORT

Station Road Lighting – Still awaiting quotation for a new street light installation.

March Update: Still awaiting quotation from MHB Services, EDF have quoted on Station Road, TMB

Clerk has also requested a quotation for a new street light outside 18 Avenue Close, Hilgay
May Update: No quotations forthcoming as yet.

Norfolk Assoc of Local Councils – Annual membership due @ £208.13. **It was unanimously agreed to renew the Norfolk Assoc of Local Councils annual membership.**

6b TO CONSIDER APPROVAL OF PAYMENT OF DUE INVOICES

	<u>As of 4 March 2010</u>	<u>As of 12 May 2010</u>
Community Account	£1,776.77	£9,062.72
Tracker Account	<u>£49,091.72</u>	<u>£58,097.87</u>
	£50,868.49	£67,160.59

6b

Monies In

25.3.10 Bodger Potter 2 x Adverts in Riverside News (April + June 10) @ £10 each
£20.00

25.3.10 LB Machinery 1 x Advert in Riverside News (April 10)
£5.00

2.4.10 SK Motors 1 x Advert in Riverside News (April 10)
£5.00

12.4.10 Treescape 2 x Advert in Riverside News (Feb + April 10)
£10.00

13.4.10 BCKLWN Year End 11 Precept
£20,543.00

4.5.10 Rose & Crown 1 x Advert in Riverside News (April 10)
£10.00

Monies Out (5.3.10)

102166 Land Registry – search fee
£5.00

102167 A Scordellis 1-28 Feb 10 - 16hrs @ £7.88=£126.08 less 20% tax £25.22
£100.86

102168 MHB S/L Maint 13 Jan to 12 Mar 10
£195.59

102169 SL Tedder – Expenses Broadband (1 Jan-31 Mar)=£12.96 + Stamps=£10.18 + 2
Box files=£5 £28.14

102170 Hodsons Inv 84345 Closure materials for slide=£13.64 + Inv4883=£4.80
£18.44

102171 EFS Solutions – Inv33599 Slide closure notices
£17.63

102172 Mole Control Ltd Inv 1249 to Hilgay Playing Field & Cemetery Oct 09-14 Jan 10
£135.00

102173 LB Machinery Inv 477 - servicing of TMB maintenance equipment
£296.22

102174 JD Signs Inv 6967 Signage for TMB Playing Field
£7.93

102175 C Wills – Expenses – spraying equipment
£63.76

102176 National Proficiency Tests Committee (Spraying Course) –Inv2836
£153.50

102177 Norfolk Playing Field Assoc – annual membership
£20.00

102178 St Mark's PCC – donation towards churchyard maintenance
£350.00

Notified Payments:

102179 SL Tedder 15 Mar -14 Mar 10 25hrs @ £10.84=£271 less tax on increase@
20%=£2.40 £268.60

102180 C Wills – 1-28 Feb 10 – 3hrs34m @ £7.88=£29.55 less£5.91 tax
£23.64

102181 Inland Revenue Wills=£11.43+Scordellis=£145.01+Tedder=£31.20
£187.64

102182 A Scordellis 1-28 Mar 10- 28hrs @ £7.88=£220.64 less£44.13 tax
£176.51

Advance Approval of Maintenance Officers and Clerk's Salaries and Expenses for April &
May 2010.

Direct Debit – EON for March & April @ £146.80 per month

Invoices due for payment at this meeting (12.5.10) Full details will be provided at the July
2010 Meeting as all documents including cheque book are currently with the Internal Auditor.

102185 C Wills Tx Mth 1 (29 Mar-2 May 10) 17hrs @ £7.88=£133.96 less tax=£26.79
£107.17

102186 A Scordellis Tx Mth 1 (29 Mar-2 May 10) 37hrs@ £7.88=£291.56 less tax=£58.31
£233.25

102187 A Scordellis underpay on Tx Mth 1 -7hrs @ £7.88=£55.16 less tax=£11.03
£44.13

102188 R Houghton Builder Inv4.5.10) TMB Youth Shelter Roof Repairs
£471.41

102189 C Wills – Expenses – petrol and spraying equipment
£91.29

102190 BCKLWN – Inv 2494 Dog Litter Oct- Dec 09
£50.41
102191 EFS Solutions Inv33683 Print of Feb Riverside News=£33 +
Inv33846 Print of Apr Riverside News=£49.50
£82.50
102192 SL Tedder – stamps=£7.44+Land Registry Fee=£4+BT Tel (23 Dec to 22
Mar)=£38.11
+ BT Broadband (1 Apr-17 Jul 10)=£15.52 + A/C File-70p + Office Rent (Mar 09-10)=£104
£169.77
102193 Training Association – Inv 8294 PA1 & PA6 Training Course for TMB Maintenance
Officer £158.63
102194 NCC – Inv1169938 – Allotment Rent 11/10/09 to 5/4/10
£1,020.00
102195 MHB Services Inv 5714 – S/L Maintenance 13 Mar to 12 May 10
£195.59
102196 Hodsons Inv 85321 – Spinebars, Envelopes, Stapler, Ink
£57.94
102197 Wicksteed – Inv 90128 Hilgay Play Equipment Inspection
£52.88
102198 Kew Grass Care Inv9198 – R 2 cuts of River Field April 10 -
£126.90
102199 Norfolk Assoc of Local Councils Annual Membership
£208.13

A Scordellis – Expenses (awaiting receipts)

Advance Approval of Maintenance Officers and Clerk's Salaries and Expenses for May,
June & 2010.

Direct Debit – EON for May & June @ £146.80 per month

It was proposed by Mr Bradley, seconded by Mr Dawe, and unanimously agreed to pay the above invoices.

6c TO CONSIDER RENEWAL OF THE STREET LIGHT MAINTENANCE CONTRACT

As of 13.8.10 Annual Maintenance contract is being offered @ £1,104.32 + VAT

5% discount for agreeing to a 3 year contract = £55.22

Reducing the annual charge to £1,049.10 + VAT (effectively no increase from current charge).

It was unanimously agreed to take out a 3 year maintenance contract with MHB Services.

Clerk to sign and return once street light quotations are in place.

7. PLANNING CONSULTATION – NOTIFICATIONS and DECISIONS and MEMORIAL HEADPIECES

NOTIFICATION TO PARISH

10/00124 – Erection of balcony to front of house at 2 Fairview Cottages, Ten Mile Bank.

Parish Council Approved (3.3.10)

Amendment to the above Planning Application – **Parish Council Approved.**

10/00595/F – Pingle Villa, East End – Construction of dwelling. **Parish Council Refused 5.5.10**

10/00528/FM Hilgay Wetlands – change of use from ex-arable farmland and plantation to a wetland nature reserve incorporating a 40ha reedbed with 10ha grass land all contained within a perimeter bund. **Parish Council Approved.**

Resident Complaint forwarded to BCKLWN Planning and the Wildlife Trust resulted in the following response from Steven Henson, Wildlife Trust Conservation Officer as of 30.4.10:

'I can again confirm that the heavy machinery and clearance referred to in Mr and Mrs Banks' email is not associated with the proposed wetland creation on the Environment Agency's (EA) site.

I visited the EA Hilgay site myself earlier this week and in fact flood bank clearance was being undertaken to the west of the pump house; I think there is some confusion as to the location of the EA site, as the planning application notice appears to have been posted at the wrong location – it is posted at grid reference TL 6371 9761, approximately 450 metres to the west of the site itself.

As Helen's email explains, the works is being undertaken by the Environment Agency but this is by a completely different part of the organisation and in relation to the routine maintenance of their flood defence banks. I appreciate the point raised by Mr and Mrs Banks relating to nesting birds and I will raise this issue with the relevant part of the Environment Agency today. Rather than being a hedgerow, we would define this habitat as scattered scrub (mainly hawthorn, with bramble and dog-rose) which as, Mr and Mrs Banks clearly identify, is itself a valuable bird nesting habitat. Although a valuable habitat in its own right, the Environment Agency also has legal responsibilities and duties in relation to flood defence and in this instance these considerations are deemed to override the value of the scrub as a semi-natural habitat.

In relation to additional comments contained in Mr and Mrs Banks' email, I would be most grateful if you would clarify with them that the new application has revised proposals for the retention of the original part of Jubilee Wood, which constitutes just under half of the plantation's current area.

I think that due to the siting of the planning notice, away from the EA site, Mr and Mrs Banks are referring in their email to a different block of woodland, as there are no poplars within Jubilee Plantation. I would also like to bring to their attention that we have undertaken a number of bat surveys and we have good information on their usage of the site, both for foraging and roosting (the relevant survey report is included with your consultation documents and can also be viewed by the Banks' on the Borough Council's planning portal); it is clear from these surveys that there remains some doubt that bats are utilising trees within Jubilee Wood as roost sites but what is clear is that all the trees that potentially might be used for roosting are within the old part of the plantation, which we now propose to retain. Bats do forage over the site and commute across it between different feeding areas and this will not change with the creation of the wetland; in fact, the foraging habitat and the flying insect population will only be enhanced by the creation of the wetland site.

In relation to access, the public bridleways to the west of the site and along the top of the raised floodbank to the north of the site will of course remain open into the future; there is no desire to have these permanently closed or diverted in any way. There will be no access within the site, but this is no different to the arrangement under previous ownership of the site. Once the wetland has had time to develop we would like to provide some site/habitat interpretation (perhaps an interpretation board of some kind?) on the raised floodbank bridleway overlooking the site from the north, perhaps also with some kind of 'look-over' platform/screen or hide, although this has yet to be determined in more detail. Temporary (laminated) notices and interpretation explaining the wetland construction work will be erected by me along the bridleways just prior to and during the construction phases, which will hopefully prove useful and keep everyone up-to-date with progress'.

NOTICE OF DECISION

10/00332/F – plot adjacent to Berica, Ely Road, Hilgay – construction of proposed 3 bed dwelling. **BCKLWN Permission Granted 4.510**

PLANNING CORRESPONDENCE

BCKLWN Introduction to the Planning Process – circulated.

Planning Application 07/026190/O – building plot to rear of 5a Chapel Row. Access onto New Road has been created. The following issues were raised with planning enforcement – Neil Langley, Enforcement Team Leader:

1. Is it illegal to remove hedging during the bird nesting season? - DEFRA regulations state that hedging should not be removed during the months of March to August.

BCKLWN response 6.5.10: This is a matter for the Police to investigate.

2. Does an access have to conform to any regulated specification?

BCKLWN response: This is a matter for Norfolk County Council

3. New Row is a footway, used by many Residents including senior citizens and children .. what is the Health and Safety legislation on creating an access

BCKLWN response: This is a matter for Environmental health

BCKLWN Enforcement Officer - Matthew Clarey will visit the site to investigate whether or not development has commenced in breach of planning control.

MEMORIAL HEADSTONES

Emmerson - Grave 124 – Approval of Memorial Headpiece. **Approved.**

Emmerson Request for Approval of Memorial Plaque – in advance of purchase of grave space (no ashes are to be placed in the Grave Space). **Approved.**

M Cole – request to site a 4ft hardwood seat on a solid base foundation adjacent to the Cemetery Store. **Approved**

- site visit to agree final location to be arranged.

8 PUBLIC PARTICIPATION

Broadband – Resident attended to discuss improving broadband speeds to 24 megabites. Cost of a feasibility study would be £500 plus VAT to ascertain if there is a fibre optic connection from the A10 to Hilgay. There would be a £30,000 start up cost, followed by a minimum of 45 householders needing to sign up. **Resident to provide report for the Riverside News to ascertain any community interest.**

9 HILGAY MATTERS

All Saints Churchyard – Children as young as 10 years old are congregating and drinking wine in the Churchyard. Some damage to the Church has occurred. **Clerk to advise the PCSO Team, and highlight in the Riverside News.**

Weed Control on Rights of Way – **All Hilgay gravelled Rights of Way are to be sprayed by the Maintenance Officer.**

Steels Drove new gate – Gap at side of new gate renders the gate useless. **Report to Highways.**

10 TEN MILE BANK MATTERS

Play Equipment – **Maintenance Officer to make repairs to play ladder.**

Youth Shelter – needs re-staining. **It was unanimously agreed that these works be carried out.**

School Playing Field Dyke – needs clearing out.

Dogs at Station Road – Reports received of dog(s) running loose in Station Road. **Clerk requested to write to the dog owners concerned,**

Parking Outside Ten Mile Bank School – cars are parking on the footpath during drop off and pick up of pupils. **Clerk to report to PCSO Team.**

Traffic Lights at Crossroads – traffic lights are not recognising bicycles, and vehicles stopping prior to the keep clear road surface signage are not being recognised. **Clerk to report to Highways on traffic light malfunction, and request that the keep clear signage be removed.**

With no further business the Chairman closed the Meeting at 9.34pm.

2010 Meetings commencing at 7pm

Thursday, 1 July 2010 at Ten Mile Bank Village Hall

Thursday, 2 September 2010 at Hilgay Village Hall

Thursday, 4 November 2010 at Ten Mile Bank Village Hall