

**LINGWOOD & BURLINGHAM PARISH COUNCIL**  
**Minutes of the Annual General Meeting held at the Methodist School Room,**  
**Chapel Road, Lingwood on Tuesday 14<sup>th</sup> May 2013 at 7.30pm.**

**Present were:** Ben Bethell – Chairperson, Marina Tubby – Vice Chairperson, Lauren Bean, Mike Bredbere, Ian Chapman, Cliff Fountain, Tony Gould, Giles Mack, Richard Morton, Ian White and Sonya Dickinson – Clerk.

**13/58. Election of Chairman & Vice Chairman:** **Chairman** – Ben Bethell nominated, Ian White proposed, Tony Gould seconded and it was unanimously agreed.

**Vice Chairperson** – Marina Tubby nominated, Richard Morton proposed, Cliff Fountain seconded and it was unanimously agreed.

**13/59. Welcome & apologies for absence:** Apologies received from Councillors Krisy Little and Hannah Paul, County Councillor Brian Iles, District Councillor David Ward and Shirley Peters also gave apologies.

**13/60. Election of Officers/ Appointments to Representative bodies:**

- a) Lingwood Reading Room – This role is no longer required as there are Parish Councillors on the new Management Committee.
- b) Village Hall – Marina Tubby has been in the role for the past 3 ½ years and the Council would like her to continue. Marina said would continue in the role.
- c) Norfolk Playing Fields Association – No representative.
- d) Emergency Planning Parish Co-ordinator – Krisy Little usually does this, will ask her if she wishes to continue in the role when she returns.
- e) Tree Warden – Ernest Hoyos, will check he is ok to continue.
- f) Footpath Warden – Tony Bowyer, will check he is ok to continue.
- g) Transport Users Committee – Vivienne Diesley is happy to continue.
- h) RFO – To remain with Clerk, Sonya Dickinson.

**13/61. Declarations of interest:** None.

**13/62. Public Forum including any reports from Local Clubs, District and County Councillors:** We were joined by 7 members of the Public.

Brian Iles sent a message with his apologies, he is happy to report he has been re-elected. – NCC is in limbo, it was not a clear cut election and votes for Officers need re-doing as no agreement could be made. Brian will give an update at next month's meeting.

Ben reported that the tender form for the 39 homes on the Village Hall site is to be sent to 8 interested parties, Watsons have asked the completed forms are to be returned by the middle of June, the Village Hall Committee will have a clearer picture then.

The single plot – The buyers are keen to exchange as soon as possible but the approval to culvert the ditch and access the plot was the problem but it won't be long now until it's sorted. The new School seems to have been started, they have skimmed then dug down 1<sup>st</sup> as it is on the old Parish Boundary it is of Archaeological interest.

It was reported that people on Post Office Close are cutting their hedges and throwing the cuttings onto the green along with their grass cuttings and it is making the edge of the green look untidy. Boundary hedges with the green, as far as the Council is aware, belong to the properties and they should clear their own debris and not fly tip onto the green.

It was only mentioned as the Green is beginning to look lovely and it's a shame the edges are now looking scruffy due to people dumping their green rubbish. A notice could go to residents telling them that fly tipping is an offence.

Simon's Landscaping have been back and redone the tarmac that was not smooth and re seeded the ground either side of the path but will come back and roll it once the seed comes through. There is a guarantee that weeds won't grow through the tarmac. The remainder of the held money can now be sent with a letter to say: Thanks for all you've done and note that you will come back and roll it once the seed has grown.

Tony Grosvenor – It's the anniversary of Tony taking over the Website and he will volunteer for another year, he said it needs more content i.e. pictures and write ups etc.

Ben thanked Tony on behalf of the Council for the hard work he has put into the Website.

Concern was raised about Krisy and hope everything is going well.

Marina spoke to Hazel Allard at Broadland Housing regarding the Housing needs survey that no one seemed to have had, she said they only had 19 returned. They cannot afford to get them re-distributed but are happy to reprint the Surveys, Marina said that Councillors would distribute. They are being delivered to Marina the week commencing 3<sup>rd</sup> June and there is 3 weeks to distribute and 6 weeks for people to return to a freepost address, Marina will ask if can have 4 weeks to distribute then they can go out with the Newsletter.  
Verbally mentioned the South Burlingham exception site is not to go ahead.

**13/63. Minutes of the meeting 20<sup>th</sup> March, 26<sup>th</sup> March and 30<sup>th</sup> April 2013:** Were signed as a true copy.

**13/64. Matters arising from 20<sup>th</sup> March, 26<sup>th</sup> March and 30<sup>th</sup> April 2013 Meetings:**

Item 13/50. On Tues 26<sup>th</sup> March. With reference to the rubbish and tyres scattered all along the verges, these were cleared up quite quickly once reported.

Ben mentioned the recent increase in rural type crime such as hens being stolen and wood being stolen. SNAP meetings are quite regular and Ben reminds people to make sure these crimes get reported so that the Police are aware what is going on.

**13/65. Correspondence:** a) Letter from Camra – Nominating pubs as assets of Community Value. This needs 21 residents to sign. A letter should be sent to Terry at the Kings Head to say we appreciate what he has done to get the Kings Head up and running again and we would like to register it with CAMRA.

The Kings Head could put a community piece onto the website?

Item for Next Agenda: Commercial Premises/businesses advertising on the Parish Council website.

**13/66. Planning:** 20130504 – Single Storey Rear Extension – Home Farm, Blofield Road, Lingwood, NR13 4AL. **Decision:** Unanimous Support.

**13/67. Highways:** Shared Community Speed sign. Strumpshaw Parish council has asked if Lingwood & Burlingham Parish Council wish to share a Community Speed Sign.

Strumpshaw have sourced a grant but the expense of the speed sign is still too much for our small Councils to bear, so the thought of sharing amongst the cluster was brought up.

Councillors still thought it would be a big expense for the amount of benefit it would give and think there is not enough info for a decision to be made, things like who's insurance would cover it etc. The question of whether the new School would have signs to reduce the traffic to 20mph was answered: the old Schools weren't allowed the ones designed by the pupils a few years ago because there are no street lights which renders them illegal, even though Blofield School has them with no Street lights.

The Lingwood Sign from South Burlingham to Lingwood has been covered in graffiti and is unreadable. **Decision:** Clerk to report to Broadland.

A large pot hole on Norwich Road near Buckenham Lane. **Decision:** Clerk to report to Highways.

Complaints about the increased McDonalds wrappers littering Lingwood. **Decision:** Clerk to write to them to let them know.

**13/68. Millennium Green upcoming expenditure:** 1<sup>st</sup> – Triangular raised bed of flowers by St Andrews – Maureen will plant up and keep it up but there are concerns that a raised bed will be a danger in the dark. This shouldn't be an issue as people should keep to the path as there is play equipment and fences on the green already. Could put fluorescent things on the edge? **Decision:** Stick to a raised bed, get quotes and buy the sleepers, Councillors and friends can put them in, as long as it costs no more than £250. Soil can come from Badger Builders or Cantley.

2<sup>nd</sup> – N.E. Corner/main gate –Initially the concrete posts were put in to stop vehicles getting either side of the gate but this needs a bow topped fence @ 4ft tall to tidy it up. **Decision:** Measure and get quotes for a 4ft tall bow topped fence, Section 106 money can be used for this.

3<sup>rd</sup> – Zip line and swings, as asked for by the children when the original equipment was planned– Ben has looked and the approx cost of a 25m zip wire is @ £6,000 and a bay of swings @ £1,000, trim trail equipment is still to be looked at, a fence will need to be put up path side of the zip wire to stop anyone straying accidentally off the path and in the path of the zip wire concerns about insurance were also raised.

**Decision:** All in favour of the Zip line, swings and trim trial equipment we just need to check the insurance and get quotes.

4<sup>th</sup> – Benches are to go on the green, placed as previously agreed on the green walk around. Marina asked that if people had spare flower seeds, could they have permission to sprinkle them around the edge of the green. Yes this would be ok.

The last note was about the dogs on leads sign as voted for previously. Get costs for next meeting.

**13/69. Pond:** To discuss the possibility of a life belt. Ben and Marina went to measure the depth of the pond and it is 3ft deep at its deepest point so it is deemed not worth having a life belt, it may also create a false sense of security to people and be another item open to vandalism. **Decision:** Councillors voted against having a life belt at the pond.

**13/70. Finance:** a) Authority to pay was requested for: i) Norfolk County Council Burlingham Green £25 and allotments £130 for 11<sup>th</sup> October 2012 to 5<sup>th</sup> April 2013 (Chq No. 773).

ii) K. Monsey Cemetery Grass March and April £ 295.00 (Chq No. 184).

iii) Garden Guardian, grass cutting of Millennium Green and Verges April – No cheque written as this invoice hasn't turned up yet.

**Note:** Clerk is to telephone Garden Guardian to say there have been complaints about missed areas, the verges haven't been cut since 2 weeks ago and the Clarkson triangle hasn't been done at all, the BMX area also needs to be done.

iv) Broadland Pest Management – Allotment Rats remainder of agreed contract. £60 (Chq No. 776).

v) Simons Landscaping – Remainder of invoice £2,800 (Chq. No 777).

*There being no further business the meeting closed at 21.05 – Next meeting Tues 4<sup>th</sup> June 2013.*