

**Minutes of the Parish Council Meeting held  
In the Manor Rooms on Monday October 5th 2009**

**Present**

**Cllr. Anna Farquharson (chair) Mike Millson Clerk**  
**Cllr. Ann Brown**  
**Cllr. Colin Steward**  
**Cllr. Jason Middleton**  
**Peter Smith and Hannah Grant from Norfolk Rural Community Council**  
**County Councillor Roger Smith**  
**District Councillor Trevor Lewis**  
**Two members of the public**

**1. The Chairman welcomed all those present.**

**2. To receive and accept apologies from members unable to attend**

Apologies were received from Cllrs. Julia Kitt, Cindy Eves and Jane Flatt

**3. To receive any declaration of interest in particular raised at this meeting**

There were no declarations of interest

**4. Minutes**

The minutes of the Parish Council meeting on September 7th 2009 were approved and duly signed by the chairman.

**5. Matters of report from the previous meeting**

The Clerk requested confirmation that Councillors were satisfied with the quality of workmanship concerning the completed Common fencing. It was AGREED that the job had been undertaken to their complete satisfaction.

**The meeting was adjourned for public participation**

There were no items raised which were on this meeting's agenda

**6. Village Plan**

Peter Smith of the Norfolk Rural Community Council described the elements required of a Village Plan, the process for consultation and the construction of a questionnaire. More particularly he emphasised the important of this process leading towards an Action Plan. He advised that the whole process could take upto 18 months even though decisions about additional house building in Trowse, within the Local Development Framework, might well be taken earlier than the completion of the Plan. First steps in the process were discussed as was the support that could be expected of the NRCC and the likely costs involved. Councillors AGREED that the Village Plan should go ahead and that this would be an agenda item for November's, Parish Council meeting.

**7. Parking in Trowse**

Cllr. Jason Middleton reported very positive meetings he had had with groups of residents and with Highways Department with whom solutions were jointly being developed. The Highways engineer was presently drawing up plans which would then be put forward for public comment. It was then highly likely that solutions for many of the parking problems in Trowse would be forthcoming before the end of this financial year. Councillors wished to thank Cllr. Middleton for his hard work.

**8. Correspondence**

The Clerk reported Parish Crime Statistics for the month of September.

#### **9. Planning.**

The Council considered a Variation of Condition Y/4/08/4027 for Carrow Fire Station, The Pineapple, Bracondale, Trowse concerning parking on the slip road. The Council did not wish to comment on the proposal

#### **10. Allotments**

It was AGREED that the two evenings for the collection of allotment rents would be October 19<sup>th</sup> and 21<sup>st</sup> between 6.00pm and 7.00pm and would be attended by Cllrs. Ann Brown and Colin Steward and the Clerk.

#### **11. Cemetery**

Cllr. Colin Steward reported a meeting with Bill Elliott, SNC grounds maintenance team manager, and described the work that was agreed should be undertaken as part of the ongoing contract. Further, it was AGREED that additionally £100 should be made available for planting around the patio area and for pruning shrubs and further, that a double sized bin be ordered.

#### **12. Finance**

- The financial summary was received and approved and cheques were signed
- The Clerk reported a backdated National Pay Award from April 2009 for parish clerks.
- It was AGREED that the maturing High Interest Bond with HSBC should be reinvested for a further year.

#### **13. Parish Council Website**

The Clerk reported contact with the previous website designer and his fee for bringing the website up to date and for annual maintenance and hosting. It was AGREED that he be invited to proceed.

#### **14. To receive items for the agenda of the next meeting**

- Village Plan
- Parking in Trowse – progress report from Cllr. Jason Middleton
- Street lighting
- Allotment rental collection
- Vacancy for Parish Clerk

#### **15. Date of the next meeting**

The next meeting of the Parish Council will be held on November 2<sup>nd</sup> 2009 at 7.15 pm in the Manor Rooms, Trowse.

