

~~Minutes~~ Minutes of the Meeting ofDitchingham Parish Council Tuesday 15th November at 7.30 pm**Minutes****Action****Public Participation**

Only one member of the public was present but the Chair agreed to consider a number of points raised, in writing, by a parishioner.

- Re alleged dangerous parking outside the primary school – Pauline Allen agreed to raise this at a forthcoming Governors' meeting
- Re solar light, Loddon Rd, - no action at present
- Re availability of Parish Council minutes – these will continue to be available for inspection at Ditchingham Post Office.
- Re suggestion that the light be removed from the bus shelter – to be referred to relevant PC Advisory Committee
- Re who, from PC Advisory Committees, will be communicating with the correspondent – details of the membership of the PC's committees will be made public in due course
- Re comment that PC meetings would be shorter if they were monthly – quite but there would be twice as many.

PA

JS(KW)

- 1 Apologies had been received from Councillors M Ankrett, M Ankrett, P Bent, R Kirkpatrick, J Chadd and F James
- 2 Register of Members Interests - Declaration of Interests - None
- 3 The minutes of the meeting held on Monday 5th September and the notes of the meeting held on 7th November were confirmed and signed.
- 4 There were no matters arising from the minutes not on the agenda.
- 5 Finances – Council acknowledged receipt of
 - 2nd quarter internal audit (signed by the auditor)
 - 2nd quarter budgetary position
 - Cheques were approved – Norse Commercial Services; K Last; Ditchingham Parochial Church Council; J Smith

A request was made that, in future, items spent against Section 137 be itemised. Chair proposed some committee involvement (in the future) in finance. Clerk would then have shared responsibility.

JS

Next agenda

- 6 To consider the following issues:
 - Whether to reinstate the provision of bags for the use of dog owners

After a lengthy discussion, about the dog fouling problems on Broome Heath the Council decided (unan.) NOT to provide bags. Attempts would be made to educate irresponsible dog owners Eg. School children to be asked to write to the "Parishioner"

- 7 Council Working Practices

Standing Orders – arrange circulation of marked up model SOs for Councillors with email access.

- Chair & V Chair would each have a copy of marked up model SOs (for 3 weeks) to be available to other Councillors. Comments by 6.12.11. Chair & V Chair would consolidate comments. SOs would be adopted at next meeting.

JG/KW

Next agenda

- Adopt Terms of Reference for **Advisory** Committees (ACs)

Terms of Reference, in generic terms, were adopted (unan) Chair would convene a meeting of AC Chairs (plus Chair & V Chair) to define actual responsibilities of each AC to avoid overlap.

JG


- Establishment of ACs (Confirm membership)
 - Local Development
 - Maintenance and Environment
 - Planning and Highways

Council established these three ACs with the membership as agreed at previous meetings.

DETAILS OF THE COUNCIL'S ADVISORY COMMITTEES WILL BE PUBLISHED ON THE PC NOTICEBOARD IN DUE COURSE.

- Adopt Terms of Reference for (Decision) Committees

Terms of Reference were adopted.



16/11/12

- Establishment of Planning and Highways (Decision) Committee (Confirm membership)

This Committee was established with the same membership as the Planning and Highways AC

- 8 Further discussion of Local Development Framework (LDF.) Convey Council's opinion to the relevant authorities.

The Council's current position in regard to the new LDF is to restate the view, already communicated as part of current consultation that that Ditchingham's contribution to housing needs will be met if the Maltings is developed. Council would, therefore, not identify any options on parcels of land. In the light of advice that this stance could result in other authorities making development decisions for Ditchingham, Councillor Weston proposed the Council **should** identify its chosen option under the new LDF. This was defeated (2 for; 3 against)

- 9 To notice correspondence received

- Info brochure re Community Speed Watch; Chair to ask Councillor Martin Wilby, Deputy Leader of South Norfolk Council, for info on resources. JG
- Several reports from SNC on planning decisions made

- 10 Urgent Other Business

- Councillor Cossey requested changes to the agenda format to a) remove the word "summoned" and b) reduce the length by removing blue (advisory) text. It was suggested that Councillors could be informed of meeting arrangements and the blue text could be retained just for the publicly displayed agenda. JS/KW
- Councillor Pegg thought a Council web site should be a priority. Chair said the appropriate AC should give urgent attention to this in 2012. JG

- 11 To confirm the date and time of the next Meeting of Ditchingham Parish Council to be held on 16th January 2012 at 7.30 p.m.

To be informed of 2012 meeting dates

- 12 To receive items for the next agenda. None

The Council wanted to convey good will and get well soon messages to Councillor Peter Bent and to John Smith (Clerk.)



16/1/12