

# FINCHAM PARISH COUNCIL

Minutes of an Ordinary Meeting of the Parish Council, duly convened on Wednesday  
24<sup>th</sup> January 2018 at Fincham Memorial Hall. Commenced at 7.30pm with  
Cllr. John Delderfield in the Chair.

## Attending:

Cllr. John Delderfield  
Cllr. Alan Foreman  
Cllr. Cathy O'Brien  
Cllr. Christine Perry  
Cllr. Barbara Ponder  
Cllr. Joe Underhill

Clerk – Sarah Thorpe

Cllr. Sandra Squire (Borough Councillor)

One parishioner was in attendance

## 1. Apologies for Absence.

Apologies were received and accepted from Cllr. Shaun Blackmur.

## 2. Declarations of Pecuniary Interests.

None

## 3. Public Forum.

No parishioners were present at this point of the meeting.

## 4. Minutes of the Ordinary Meeting held on 22<sup>nd</sup> November 2017.

The Chairman asked councillors to look at the accuracy of the minutes.

Following a proposal by Cllr. Foreman, seconded by Cllr. Ponder, it was agreed by all to accept the minutes from the ordinary meeting on 22<sup>nd</sup> November 2017 as a true record and they were signed by the Chairman.

## 5. Matters Arising.

The Clerk advised that all matters had been actioned.

Missing street name sign at entrance to Black Drove had been reported to the Borough Council. Norfolk Constabulary had advised that they could not do anything with the data being collected from the Speed Activated Messaging (SAM2) sign but suggested a Community Speedwatch scheme; Clerk had advised that this was already being considered. Norfolk Constabulary had also advised that they had looked at the vehicles parked on Boughton Road, close to the junction with High Street, and had not witnessed any issue. Clerk to report back to Inspector Cant on police issues.

## 6. Finance matters

Payee	Goods/ Services	VAT	TOTAL	chq no	Supplier/Service
E-on	12.30	0.62	<b>12.92</b>	D/D	Streetlighting electric December
S Thorpe	279.21		<b>279.21</b>	S/O	Clerk's salary December
Unity Trust Bank	18.00		<b>18.00</b>	D/D	Bank service charges for quarter
S Thorpe	83.40		<b>83.40</b>	292	Clerk's expenses/subs Dec/Jan
J Delderfield	47.15	9.43	<b>56.58</b>	293	Battery charger for SAM2
URM (UK) Ltd	10.50	2.10	<b>12.60</b>	294	Bottle bank emptying
Anglian Water	16.08		<b>16.08</b>	295	Allotment supply
CGM Ltd	247.45	49.49	<b>296.94</b>	296	Grounds maintenance Nov/Jan
Limetree Marketing	20.80		<b>20.80</b>	297	Autumn newsletter
NPT&S	45.00		<b>45.00</b>	298	Councillor training
E-on	12.71	0.64	<b>13.35</b>	D/D	Streetlighting electric January
S Thorpe	279.21		<b>279.21</b>	S/O	Clerk's salary Jan

**£ 1,071.81    £ 62.28    £ 1,134.09**

**Item a. Approval of Monthly Expenditure.** The Clerk ran through the payments for authorisation as above. Following a proposal by Cllr. O'Brien, seconded by Cllr.

Signed as a true record of the meeting: \_\_\_\_\_

Date: \_\_\_\_\_

Ponder, the payments were authorised and the cheques were presented to Councillors for signature at the end of the meeting.

**Item b. Reconciled cashbook.** The Clerk presented the completed cashbook to the end of December 2017. The Chairman viewed the cashbook and agreed the bank statements to the reconciled figures.

**Item c. Quarter 3 Finance Review.** The report had been circulated to councillors. The Clerk reported that income and expenditure were generally in line with budget and that cash flow was looking good at this point in the year. Following a proposal by Cllr. Ponder, seconded by Cllr. O'Brien it was agreed by all to accept the review.

**Item d. Budget and Precept for 2018/19.** A budget had been prepared by the Clerk and copies given to all councillors. The Clerk advised that the budget for expenditure was the same as income, if the Precept was set at a level to show a 0% increase for the Band D Taxbase. Details of other possible options had been provided and the matter was discussed. The following proposal was put forward and agreed by all:

**Proposal: To raise a Precept of £7725 for the financial year 2018/19, (which represented a 0% increase to the Band D taxbase) and use the Govt. grant of £155 to result in a total income for the Parish Council of £7880.**

**Proposed By:** Cllr. Underhill

**Seconded By:** Cllr. Perry

## 7. Planning matters

**Item a. New applications:** None.

**Item b. Decisions from the Borough Council:**  
**17/00236/TREECA T1 Silver Birch – Removal of dead tree within conservation area opposite Fincham Memorial Hall, High Street.** No objection.

## 8. Health & Safety issues

**Item a. Issues requiring attention.**

- High Street – surface in lay-by needs levelling as water is collecting near litter bin.
- High Street (from old shop to Marham Road junction) – footpath needs siding out.
- High Street (outside Talbot Manor) – footpath needs clearing of debris.
- Downham Road (near petrol station) – loose sewerage cover reported by resident and marked for action.
- High Street (opposite Old Oak) – previously reported manhole covers now repaired.

**Item b. Return of Health & Safety Inspection sheets.** Two inspection sheets returned; one item requiring attention already covered in above item a.

**Item c. Nature Reserve.** Over the last couple of months there had been more incidents of the barrier being removed at the reserve and tracks showing that vehicles were driving through the area. Cllr. O'Brien had installed a padlock on the barrier and used some of the wood from the dismantled bridge to block where vehicles had been entering the reserve. Clerk to chase up with Highways what action they are taking over damage to bridge. Also, it was agreed that hedging should be planted, to block the area where access was being obtained. Clerk to investigate options for hedging and fencing to allow hedging to establish without being damaged.

*Action: Item a: Clerk to report new issues to Highways.  
Item c: Clerk to contact Highways about bridge repairs and research sources for hedging and fencing.*

## 9. Correspondence.

The Clerk drew councillors' attention to the following items:

- The PC had received information from another PC to advise that the BC were to set up a 'sifting committee' which would decide in secret which contested planning applications were to be referred to the planning committee for decision. In the past all contested applications were automatically referred. The PC discussed the matter and agreed that a letter should be sent to the BC advising them that the PC did not agree with this decision and felt that the old system should remain in place. If the new

system was adopted, then the PC would ask for all applications, where it objected to the proposal, to be 'called in' to ensure that they went to committee.

- Notice of appointment of PKF Littlejohn LLP as the external auditor for 2017-2022.
- Notification of the application process for the Mayor's Design Awards.
- Notice of adoption of Norfolk Minerals Site Specific Allocations: Single Issue Silica Sand.
- Update from West Norfolk Community Transport on delays to service due to road works.
- Invitation from the BC to a Planning Update session on 5<sup>th</sup> & 6<sup>th</sup> March.
- Information of future event from NCC regarding services available to residents.
- Information on the King's Lynn to Hunstanton railway project.
- December and January Parish Newsletter from Norfolk Constabulary.
- Information and request for donations from Festival Too.
- Clerks & Councils Direct Newsletter.

## 10. Parish Affairs.

**Item a. Update on allotment matters.** Cllr. Perry advised that the Community Payback Team had agreed to continue with visits to work on the vacant plots during 2018. There were currently 8 vacant plots now that all tenants had paid their rent. Cllr. Ponder agreed to take on another vacant plot. The Clerk advised that the land on the agricultural plots, which had been surrendered by the tenants due to NCC originally wanting to obtain planning permission to build dwellings, had been re-let to the tenants now that NCC had advised they did not want the PC to surrender the tenancy of some of this land. This piece of land was just under one acre and had been re-let for free during 2018 to enable the tenants to level the land and reseed the grass. NCC had agreed a rent rebate to the PC to cover this loss of income. The Clerk had received confirmation from NCC that the £5000 compensation for early surrender of the other piece of land was due to be paid in January.

**Item b. Community Payback Team (CPT) work.** Cllr. Perry advised that the CPT had provided 16 dates from April to November when they would visit to carry out maintenance in the village.

**Item c. Update on Speed Activated Messaging sign (SAM2) and Community Speedwatch Scheme.** Cllr. O'Brien had produced a report, a summary of this is given at the end of these minutes, but the full report to be put on the PC website. The report was discussed, and it was agreed that the Clerk would make enquiries as to what speed the emergency services should be travelling through the village to establish if the vehicles travelling at excessively high speed were likely to be their vehicles. The Chairman expressed his thanks to Cllr O'Brien for providing the detailed report and Cllr. Foreman for assisting with moving of the SAM2 sign. The Clerk advised that she had 4 volunteers so far for a Community Speedwatch Scheme. This information would be put in the next newsletter along with a call for more volunteers.

**Item d. Update on possible tenancy release for strip of the allotment land off A1122.** The Chairman and Clerk had met with the current PC tenant to discuss surrender of the land, if the proposal went ahead; he did not have a problem with surrendering this small piece of land. The Clerk had also provided information to the resident of contact details for NCC Highways Officer and of the outcome of the meeting with the PC tenant. NCC had been advised of the situation and said that they would begin the negotiation process. They would update the PC when there was any news but expected this would not be before March 2018 at the earliest.

**Item e. Installation of new seat on The Green.** The seat had now been installed by Cllr. Underhill and a friend. Thanks was expressed to him for this work.

**Item f. Report from RAF Marham infrastructure update meeting on 7<sup>th</sup> December 2017.** Cllr. Perry had produced a report, to be shown at the end of these minutes and it will also be available on the PC website. There will be an open event at the Sandringham Centre to inform local villages when the short take off runway is due to be used; PCs will be notified of the date.

*Action: Item c: Clerk to contact emergency services for information.*

## 11. Internal Council Affairs

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Date: \_\_\_\_\_

**Item a. Vacancy for Parish Councillor.** The Clerk advised that she had not received any expressions of interest prior to the meeting. Mr David Bennett was present at the meeting and expressed his interest in becoming a Parish Councillor. Following a proposal by Cllr. O'Brien, seconded by Cllr. Underhill, it was agreed by all to co-opt Mr David Bennett to the PC. Forms were given to him by the Clerk at the end of the PC meeting.

**Item b. Update on implications of new Data Protection Regulations.** A report had been produced to programme the requirements to comply with the regulations, which would be coming into force from May 2018. The Clerk would now commence work on the actions needed.

**Item c. Meeting dates for 2018.** Meetings dates for 2018 would be the fourth Wednesday of every other month from January. Exact dates given to councillors and put on PC website and notice board. Cllr. Foreman offered his apologies in advance for the next three meetings.

**Item d. Winter newsletter.** Items to be included in the next newsletter were agreed as: update on information obtained from SAM2, Community Speedwatch Scheme update and call for additional volunteers, advance notice of another RAF Marham information event, allotment plot vacancies and information on Fincham Charities Trust.

**12. Items for the next agenda.**

Items to remain on agenda as already agreed along with "Village Gateways – to clean or repaint" and "amendments to bank signatories."

**13. Date of next meeting.**

The next meeting would be the Annual Parish Assembly followed by an Ordinary Meeting on Wednesday 28<sup>th</sup> March 2018 at 7.00pm

**There being no further business, the meeting closed at 8.45pm**

**SAM2 REPORT**

Review of SAM2 data

The SAM2 speed sign has now been in two locations in Fincham

1. Rectory layby 5<sup>th</sup> October 2017 to 9<sup>th</sup> November 2017
2. Church layby 7<sup>th</sup> December 2017 to 4<sup>th</sup> January 2018

During the time that the sign was placed in the Rectory layby there were two occasions where there were temporary traffic lights [Anglian Water], the first being to the West of the sign and the second to the East. This resulted in some cars being recorded as travelling at less than 10 mph because of the queuing traffic.

Additionally, the period that the SAM2 was in the church layby could be considered as atypical because it included the Christmas holiday period when many people were not travelling to work and school.

Table 1: Summary of vehicle counts

Location		Direction		
		From East	From West	Total
Rectory layby	Total	82,130	51,873	134,003
	Average/Day	3,884	3,689	7,573
Church layby	Total	34,297	49,894	84,191
	Average/Day	2,418	3,550	5,968

The volume of traffic passing through the village throughout the day, shows that there are peak times associated with the morning and evening rush hours when more vehicles are reported. From the West the peak traffic flow is between 7 and 9 am, when people are travelling to work and from the East, the peak traffic flow is between 5 and 7 pm. There were fewer vehicles reported at the weekends. Traffic volume is also affected by closure of other major roads such as the A47, which may explain why 600 cars passed through between 5 and 6 pm on a Saturday afternoon in October.

Table 2: Summary of speeding vehicle counts

Location		Direction		
		From East	From West	Total
Rectory layby	Total	82,130	51,873	134,003
	35 – 54 mph	6,278 (7.64%)	4,395 (8.47%)	10,673 (7.96%)
	≥55 mph	52 (0.06%)	68 (0.13%)	120 (0.09%)
Church layby	Total	34,297	49,894	84,191
	35 – 54 mph	1,774 (5.08%)	2,826 (5.66%)	4,570 (5.43%)
	≥55 mph	73 (0.21%)	8 (0.02%)	81 (0.10%)

The majority of cars travelling through the village are therefore travelling at speeds of 34 mph or less, although at least 5% of cars are speeding.

Alarming, the maximum speed recorded at both sites was 95 - < 99 mph, and whilst it might be assumed that speeding in excess of 35 mph occurs mostly at night, the summary tables showing the times at which speeders were recorded demonstrates that the majority of speeding occurred during the day. Emergency vehicles – paramedics, police cars often whizz through the village, and it is possible that they are travelling in excess of 55 mph.

RAF MARHAM UPDATE 7<sup>th</sup> December 2017

Commander Ian Townsend

The Commander welcomed all in attendance and put the on-going work into context.

- The base is busier now than it has been even in the last 10 years
- The Tornado will finish in use March 2019
- The F35 will secure Marham for 30-40 years
- F35 aircraft are owned by the RAF but will be operated jointly with the Royal Navy
- Runway 2 (currently not used and being resurfaced) will become operational when work begins on the main runway. As a result, circuit patterns will change.
- There are 3 variants of F35 (Lightning). Marham will be using the short take off vertical landing variant. At a later stage they may purchase a different variant.
- 15% of each aircraft is manufactured in Britain.
- The aircraft have phenomenal data collection capability and have yet to realise the full potential.
- The New aircraft are due to arrive Summer 2018.
- On site work began in 2016 and will continue until 2020 +.

He concluded by saying that the new aircraft (contrary to The Daily Mail) will not be noisier.

Two of his officers continued the talk.

- The shorter 2<sup>nd</sup> runway (North/South) due to be used after April will result in less flying close to Fincham than at present. Narborough residents were assured that the impact on their village will be kept to a minimum.
- It was stated that during daylight aircraft should not overfly the village but at night when flying on instruments it is not always possible as they fly in a straighter line.
- The new aircraft have much more power and therefore will get up to height quicker and be out of the way quicker, but will not be noisier

### Operation Anvil

- Work on the infrastructure cost £550million.
- 90%of the operating surfaces are being refurbished.
- 1200 contractors are on site working for a number of companies who must all liaise.
- 9 different sites are currently being worked on. All this is taking place whilst the base is operational. This is a first.
- The newly constructed entrance on the A1122 will continue to be used by RAF personnel as well as the main gate once the contractors leave.
- Contractors have built their own concrete and asphalt factories on site producing 100 tons of concrete and 120 tons per hour of asphalt.
- The new Lightning Operations Centre is due to be handed over at the end of January.
- Extended training facilities with mission simulators for pilots and maintenance.
- A new fire training centre will be built on part of the golf course and new water storage tanks at strategic points on the base.

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Date: \_\_\_\_\_

- 3 vertical landing pads are being constructed using special concrete.
- There will be a newly constructed security building, a mess facility and gym.
- Hanger 3 has been demolished and rebuilt with 8 maintenance bays and 2 finishing bays.
- The new substation provides a High Voltage Power Upgrade and 10 km of trenching upgrades gas and communications.
- 617 and 207 squadron buildings are taking shape
- By 2023 there is likely to be another operational squadron at Marham.
- Contractors are recycling the old runway crushing the concrete to reuse as hardcore.
- The second runway is mainly concrete, and the main runway is asphalt.

The coach tour showed the extent of the work being undertaken and the progress is impressive.