

MINUTES OF THE PARISH COUNCIL MEETING HELD AT BEETLEY & EAST BILNEY VILLAGE HALL ON THURSDAY 3 AUGUST 2006 AT 7.30 P.M.

Present

Councillor R Richmond (Chair)
Councillor A Leigh
Councillor G Hayes
Councillor A Luck
Councillor M Petzer
Councillor D Silk

District Councillor R Duffield
Seven Members of the Public

1. Apologies for absence

Councillor R Campbell-Smith who is on holiday abroad

2. Declaration of Acceptance of Office

The Declaration of Acceptance of Office of Councillor was signed by Councillor M Petzer in the presence of the Proper Officer for Beetley Parish Council

3. Declaration of Interest

Councillor Luck declared a personal interest in Item 13 and a prejudicial interest in Item 9.1.3.

4. Minutes of the previous meeting

It was proposed by Councillor Leigh and seconded by Councillor Luck that the minutes of the meeting held on 6 July 2006 be approved and signed

The meeting was adjourned

The meeting was reconvened

5. Matters to report

5.1 The Clerk reported that all the notice boards had been refurbished

5.2 The Notice of Details of Financial and Other Interests by Members had been placed on the appropriate Register by Breckland Council

5.3 The photocopier had been installed and was proving to be beneficial

6. Correspondence

6.1 General Correspondence

6.1.1. The members noted the date for the District and Parish elections for 3 May 2007. The Council Meeting normally held on that day would be rescheduled to Wednesday 2 May

6.1.2. In the absence of the Chairman, the Vice –Chairman instructed the Clerk to reply and inform Breckland Council he would be the Community Emergency Co-ordinator

6.1.3 The letter from Norfolk Fire and Rescue Service had been circulated and it was agreed to recommend Option 1 which gives an improved service to rural areas

6.2 Correspondence for Circulation

6.2.1. In Leaf

6.2.2. Charter 88

6.2.3. The Wave

6.2.4. Clerks and Councillors Direct

6.2.5. Farming Link

6.2.6. Norfolk Matters

6.2.7. Breckland- TPO The Spinney

6.2.8. Information from NRCC AGM

- 6.2.9. Wensum Valley Project
- 6.2.10 Breckland - L.D.F.
- 6.2.11. Breckland – TPO
- 6.2.12. Breckland – Agenda
- 6.2.13. NRCC Newsletter

7. Parish Land

7.1. Beetley Meadows

The Clerk reported that he is to meet three fencing contractors in the next three days to obtain quotations for the refurbishment of the perimeter fences. A letter had been received from a parishioner requesting that the annual cut be brought forward. The Clerk was to write and inform the parishioner that it was programmed for September and would remain so.

7.2. East Bilney Town Lands

The Clerk had been given two dates by Sid Cooper of the Forestry Commission for a meeting on site to progress the Walkers Welcome signs. It was agreed to meet him at 0900 on 23.08.06. Councillor Luck reported that there is still a problem with ragwort and it would be beneficial next year to walk the Lands removing the ragwort by hand. The Clerk had obtained an alternative quotation for cutting the whole area.

7.3. Beetley Common

The offer from Anglian Water had been circulated and after discussion it was proposed by Councillor Hayes and seconded by Councillor Luck that the parcel of land be sold to Anglian Water for £3,500. All were in favour

7.4. Bilney Common

The Clerk has not yet visited the Norfolk Records Office

The meeting was adjourned

The meeting was re-convened

7.5. Scout Hut Lease

It was proposed by Councillor Petzer and seconded by Councillor Leigh that the existing lease be extended for a further fourteen years at a rent of £100 per annum. All were in favour.

7.6. No communication had been received from the Rural Payments Agency

8. Finance

8.1. The budget sheets and financial information had been circulated

8.2. Balances:

Business Base Rate Tracker Account

Balance at 19 June 2006 £17,966.22

Community Account

19 June 2006 £ 3,096.85

Payments (cheques authorised 06.07.06) 243.30

£ 3,210.48

Income (community car 30.25) 30.25

£ 3,240.73

Less unrepresented cheques 640.88

Balance at 19 July 2006 £ 2,599.85

The balances include £1,759.00 for the sale of Parish Land.

Amount available for Section 137: 1093x£5.44 = £5945.92.

Spend to date : £100.00

Cheques for authorisation:

108	Norfolk County Services	Grass cutting	180.02
109	Abacus Copiers	Photocopier	528.75
110	St. Mary's C.P. School	Photocopying-Beetley	
		Buzz	32.90
111	NPTP	Training	275.00
112	Ivan Webster	Notice boards	485.00
113	Mrs. J. Overall	Community Car	54.54
114	Mr. H. Bloy	Donation Beetley	
		Common	90.00
115	B. J. Leigh	(Salary 196.15)	
		(Postage 7.68)	203.83
116	Susanne Rutter	Audit	30.00

The cheque for Ivan Webster is greater than the agreed expenditure as the posts of the notice board at Gressenhall Road had rotted and had to be replaced.

- 8.3** The breakdown of the cost of insurance had been circulated. The cost of insuring the play equipment was £704.90 and it was proposed by Councillor Luck and seconded by Councillor Leigh that the insurance for the play equipment be discontinued and the policy accepted without this cover as no claims had been made since the area was constructed. All were in favour.
- 8.4** A letter had been received from the Norfolk Accident Rescue Service had been received requesting a donation. After discussion it was agreed to defer a decision until the September meeting for the Clerk to prepare a list of all donations for the past six years.
- 8.5** The Chairman reported that both the current and previous Clerks would be signing the audit form to send to the Audit Commission. The Statement of Assurance had not been minuted and therefore needed to be formally agreed. It was proposed by Councillor Silk and seconded by Councillor Luck that the Statement of Assurance be approved. All were in favour.
- 8.6** The annual letter from The Royal British Legion had been received requesting whether the Parish Council wished to purchase a wreath for Remembrance Sunday at £16.50. It was proposed by Councillor Richmond and seconded by Councillor Petzer that a wreath be purchased. All were in favour.

9. Planning

9.1 Breckland Council- Applications

9.1.1 3PL/2006/0769/F- Amendment to Plot 2 Former Builders Yard Fakenham Road.

It was agreed to make no comment

The meeting was adjourned

The meeting was re-convened

9.1.2 3PL/2006/1030/F- 5 High House Road

The Chairman thanked the applicants for their comments. There is plenty of space on the plot for the development although the extension is slightly larger than the existing side extension and the proposed plans would provide a more modern extension.

No objection

Proposed Councillor Richmond

Seconded Councillor Leigh

All were in favour

Councillor Luck left the Meeting

9.1.3 3PL/2006/1033/F- 3 Beech Road

Similar developments had been constructed in the vicinity and it was felt that this would be an improvement on the existing single storey attached garage.

No objection

Proposed Councillor Silk

Seconded Councillor Leigh

All were in favour

Councillor Luck rejoined the meeting

9.2 Breckland Council- Decisions

9.2.1 Highfields Farm, Church Road, East Bilney Reserved Matters Approved

9.2.2 Plot 1 Former Builders Yard, Fakenham Road- Permission

9.2.3 Site adjacent to Willow Cottage, Hall Road- Referred to
Development Control Committee

9.2.4 Peacock Farm, Peacock Lane Permission

9.2.5 45 Elmham Road- Appeal Dismissed

9.2.6 Plot 2 Former Builders Yard, Fakenham Road Permission

District Councillor Duffield left the meeting

9.2.7 Site adjacent to April Cottage, Church Road, Old Beetley

The Clerk reported that he had been informed by District Councillor Duffield that the request for a site visit and referral to Development Control Committee had been denied. The Chair of the Development Control Committee had been contacted, requesting a change of decision. The reply received stated that there were insufficient grounds for a referral. No reply had been received from the Development Services Manager and further contact was to be made.

The meeting was adjourned

The meeting was re-convened

District Councillor Duffield rejoined the meeting

10. Footpaths

10.1 The walk of the footpaths is to take place on Sunday 5th August starting at East Bilney Church at 1000

11. Highways

11.1 Flytipping

An incident of a dead deer had been reported to the Clerk on Saturday 29th July in the woods adjoining Beetley Meadows. This had been reported to the out of hours number but it had still not been cleared by Wednesday 2nd August when it was reported again this time to the call centre. Serco arrived on site early on Thursday 3rd August but were unable to locate the deer as the full information had not been reported to them. The Clerk directed them to the site and it was then cleared.

12. St. Mary's School

Nothing to report

13. Village Hall

13.1 Play Equipment

It was suggested that the play equipment be replaced with new and Councillor Petzer is to investigate funding for new equipment

13.2 Annual Insurance

A letter had been received from Beetley and East Bilney Village Hall & Playing Field Committee requesting the Parish Council meet the cost of the Annual Insurance again this financial year. It was agreed that this would be funded by the Parish Council

13.3 Annual Christmas Fundraising

This is to be held on Saturday 2nd December

14. Breckland owned land- Beech Road

A letter had been received from Breckland Council stating that the matter is to be considered at the next Council's Cabinet meeting scheduled to be held on 19 September 2006.

15. Clerk's Corner

15.1 Code of Conduct

A copy of the Code of Conduct adopted 2nd May 2002 had been circulated to all members

16. Matters for next Meeting

Nothing was proposed for the next meeting

17. Action Plan

17.1 Affordable Housing

17.1.1 Nothing had been received from John Hayes Development regarding a meeting with the Council. It was re-iterated that a site needs to be found to move forward.

17.2. Communications

17.2.1 Newsletter

It was agreed that the Newsletter should contain information of benefit to the Parish

17.2.2 Website

Initial investigation should be made into providing a website for the Parish

17.3 Environment

17.3.1 Parish Lands and Footpath Leaflet

It was agreed that one leaflet should be prepared and Councillor Luck and the Clerk are to obtain prices

17.3.2 Street Scene Conference

Councillor Hayes reported that it was an informative meeting and circulated information on the key personnel and would circulate further information in due course

17.4 Transport and Highways

17.4.1 Elmham Road

A letter had been received from Norfolk County Council turning down the request to attend a Council Meeting but offering to meet on site. It was agreed that a site meeting be held and it was suggested that a suitable time would be about 1500 when the School Term had started

17.4.2 Church Road East Bilney Speed Limit

A proposed speed limit for Church Road East Bilney had been received from Norfolk County Council recommending a 30mph limit. Whilst the Members were pleased with the proposal they felt that the limit should extend past the Church and Norfolk County Council were to be informed accordingly

17.4.3 Safety Measures at East Bilney

Councillor Leigh had had a site meeting with the Highway Engineer on 28th July and whilst hatching on the road would not be legal it may be possible to white line both sides of the road to attempt to slow traffic. The Engineer realised how much traffic uses this road and realised the hazard of crossing the bridge. Councillor Leigh was contacted by parishioners whilst on site whose children are to go to Litcham High School in September and was dreading having to cross the bridge to the bus shelter to catch the school bus as Carter's bus company had stated that they would not stop outside their property on Fakenham Road because of black ice. It was felt that a footbridge would be needed but it is unlikely that this would be funded by Norfolk County Council but initial enquiries are to be made with Legal and Admin at Norfolk County Council to obtain guidance on regulations if the Parish Council decides to proceed independently.

Swanhaven had been flooded and Jason Glasspoole (Highway Engineer) agreed to regular sweeping and clearance of the drains even though Breckland Council are responsible for road sweeping

17.5 Community

17.5.1 The Homewatch reports had been circulated

17.6 Portfolio Holders

These were confirmed as

PORTFOLIO	RESPONSIBILITY	COUNCILLOR/CLERK
Planning	Planning Applications Decisions Planning Meetings	R. Richmond
Housing	Affordable Housing	R. Richmond & G. Hayes
Communications	Press Releases	G. Hayes
Environment	Footpaths Leaflets and maps of walks Liaison with working groups	A. Luck
Transport	Bus Services	D. Silk
Highways	Safety improvement of Footways and roadways	A. Leigh
Community	Grants and external funding Fundraising	M. Petzer
Health and Safety	Risk Assessment Beetley Meadows	R. Campbell-Smith
Miscellaneous	Community Car Home Watch Dog and litter bins Newsletter Admin support for all portfolios	Clerk

18. Future Projects

It was agreed to publicise current projects in the newsletter and also to request any suggestions from parishioners

19. Date of the next Parish Council Meeting

This was confirmed as Thursday 7th September 2006 at 1930 to be held at Beetley and East Bilney Village Hall

The meeting closed at 2152 hrs.