

**MINUTES OF THE PARISH COUNCIL MEETING HELD AT BEETLEY & EAST BILNEY  
VILLAGE HALL ON THURSDAY 4 OCTOBER 2012 AT 7.30 P.M.**

**Present**

Councillor A Leigh (Chair)  
Councillor M Rose  
Councillor J Baldwin  
Councillor A Fox  
Councillor J Mayhew-after co-option  
Councillor J O'Donovan  
Councillor R Richmond

1 member of the public.

**1. Apologies for absence.**

Apologies for absence had been received from the County and District Councillor.

**2. Declarations of Pecuniary Interest.**

Councillor Richmond declared a DPI under appendix A in Agenda Item 7.2,7.3 and 12.1 having submitted parcels of land for inclusion in the Minerals and Waste Framework.

**3. Minutes of the Previous Meeting.**

Councillor Richmond proposed and Councillor Leigh seconded the resolution that the minutes of the meeting held on Thursday 6 September 2012 having been circulated be approved. All were in favour and the minutes were duly signed by the Chairman.

**4. County and District Councillors Reports.**

There were no reports given.

**5. Dispensations.**

**5.1 Report.**

The Clerk reported that he had had discussions with Norfolk ALC who had confirmed that under the Localism Act it is the Parish Council which sets the policy for dispensations. Therefore it is necessary to minute the policy that the Parish Council will follow regarding the method for granting dispensations.

**5.2 Parish Council as Managing Trustee.**

Councillor Rose proposed and Councillor Fox seconded the resolution that as the Parish Council is the managing trustee of the Beetley Charity and the Beetley Fuel Allotment Charity no dispensation is necessary as there are no disclosable pecuniary interests for individual Councillors. All were in favour.

**5.3 Other Charities.**

Councillor Richmond proposed and Councillor O'Donovan seconded the resolution that where a Councillor is a trustee of a charity he should write to the Parish Clerk requesting dispensation to discuss and vote on that charity. All were in favour.

The Chairman stated that she did not believe the Parish Council should have elected representatives on the Village Hall Committee as there is too much of a conflict of interest. As the Parish Council does not have to have representatives on the Village Hall Committee it was agreed not to have representatives elected to the Village Hall Committee

**6. Matters to Report.**

**6.1 Village Hall.**

A reply had been received from the Village Hall Committee stating that the Parish Council had instigated the contract for the cutting of the playing field and felt that the Parish Council should pay the invoice direct. The Clerk had drafted a reply which was circulated stating that the Parish Council had not instigated the contract and would not be paying the invoice direct and enclosing the donation to the Village Hall for the £1750 for the current financial

year. This amount would cover the cost of insurance and grass cutting especially as the grass cutting is only £1000 this year as Councillor Fox had cut the hedge. All were in favour of sending this letter.

A second letter had also been received regarding the constitution stating that this will not be amended. It was agreed that in future there would be no elected representatives from the Parish Council on the Village Hall Committee but if a Councillor wishes to be on the Village Hall Committee he/she would be able to do so but only as an individual. The Village Hall Committee will be written to detailing this.

### **6.2 Dereham CAB AGM 19 September.**

Councillors Mayhew and Richmond attended this and Councillor Mayhew found it a most enlightening evening. The need for the service and what the Bureau does was very informative and the information regarding the food bank for the needy was an eye-opener as it is not generally known that food is needed for local residents. He stated that the £100 donated by the Parish Council is very worthwhile and is needed to maintain the service.

### **6.3 Breckland Consultation Meeting.**

Councillors Leigh, Rose and Richmond attended this and Councillor Rose informed the members that there is a £3.5million shortfall in the funding for Breckland Council over the next four years. Several options to save money had been suggested and all at the meeting had the chance to fill in the form with their preferences. There were also different possibilities to raise additional funds by increasing Council Tax and introducing car parking charges. Most of the evening had been spent discussing the car parking charges. The meeting was a trifle "woolly" with no concrete proposals at this stage. The information from the meeting would be circulated. The Clerk informed the meeting that the figures for the cost of elections had been received and the cost of an election for Beetley is about £2000 shared between all other elections on the same day. Until the contract for the emptying of bins expires in 2014 all the bins in the parish will continue to be emptied free of charge.

### **6.4 Bulk Fuel Buying Syndicate.**

The advert has been placed in the Beetley Buzz.

### **6.5 Breckland Town and Parish Council Forum.**

Councillors Leigh and Rose had attended. The Forum was about possible changes to the Council Tax system. Breckland Council informed the meeting that there should be no affect on the precepts from Parish Councils. The other part of the evening was about Temporary Event Notices and the Parish Council will be informed if a request for a TEN is received that wishes the licence to extend past 0001hours. The information from this event will be circulated.

### **6.6 Fields in Trust.**

Copies of the deeds for the Village Hall Playing Field had been forwarded to the Fields in Trust for registering.

### **6.7 Training.**

Councillor Mayhew would be booked on the course on 26 November at Gt. Dunham.

## **7. Planning.**

### **7.1 Applications.**

#### **7.1.1 3PL/2012/0963-Lodge Barn Chequers Lane Gressenhall-installation of a single micro scale wind turbine (14.97m to the hub, 5.6m dia. Blades).**

Councillor Leigh proposed and Councillor Fox seconded the resolution that the Parish Council objects to the application on the grounds of a visual intrusion into the rural landscape and noise intrusion into a tranquil area as recorded by CPRE.

All were in favour.

#### **7.1.2 3PL/2012/0985/F-Woodlands East Bilney- installation of a single micro scale wind turbine (14.97m to the hub, 5.6m dia. Blades).**

Councillor Leigh proposed and Councillor Fox seconded the resolution that the Parish Council objects to the application on the grounds of a visual intrusion into the rural landscape and noise intrusion into a tranquil area as recorded by CPRE and especially in the vicinity of Bilney Hall Care Home.

All were in favour.

Councillor Richmond withdrew from the meeting.

### **7.2 Minerals and Waste Consultation.**

The County Council had prepared Focus Changes to the Specific Allocations Development Plan Documents. The information had been forwarded to the Sub-committee and as the consultation is only on the soundness of these changes it was agreed that no comment needed to be forwarded. All representations received during the previous consultation had been assessed and any amendments to the documents as a result of the representations are minor and do not form part of the focused changes.

The Sub-Committee's decision was endorsed.

### **7.3 Local Development Framework with reference to the Localism Act.**

The Chairman stated that there is no area of land allocated for development within Beetley in the Local Development Framework and the only development that is likely to be achieved is infill or back-land/garden grabbing. As this is a living document it would be beneficial for the village to have land that could be developed upon to ensure that there is the facility to maintain a vibrant community.

Councillor Leigh proposed and Councillor O'Donovan seconded the resolution that the parcel of land along Fakenham Road be requested to be included in the Local Development Framework for development.

All were in favour.

Councillor Richmond rejoined the meeting.

## **8. Beetley River Meadows.**

### **8.1 Report.**

A parishioner had contacted the contractor to request a meeting without the knowledge of the Parish Council. The contractor had attended site and met the parishioner. The contractor had been contacted by the Clerk and ensured that all instructions must come from the Clerk for any works to be undertaken.

It was agreed to write to the parishioner informing her that she has no authority to contact the contractor and if there are any problems to contact a Councillor or the Clerk or attend a Parish Council meeting.

A letter had been received from a parishioner stating that he was disappointed in the clearance of the tree from the entrance at Fakenham Road. He had assumed that the contractor was employed by the Parish Council. The Clerk had replied that the work had been carried out by Norfolk County Council and not a Parish Council contractor and that the other trees which had been cleared at a different time had been undertaken by the Parish Council. No further communication had been received following the telephone call.

Cows had been reported to have strayed onto the Meadows and the Clerk had contacted the Dereham Relief in Need Charity, on whose land the cows were grazing, who had arranged for the cows to be removed. Better fencing will be installed prior to a new lease being signed to allow grazing on the Charity's land.

The dog warden had been contacted regarding dog fouling on the meadows and he had confirmed that he was visiting site and had hoped that a difference had been made. He will continue to visit the area to hopefully clean the area up.

Councillor O'Donovan proposed and Councillor Richmond seconded the resolution that the quotation for repairing the fencing in the sports area from CGM at a cost of £390 be accepted. All were in favour.

### **8.2 Cleaning of the benches.**

The quotation from PM Restoration had been circulated and Councillor Richmond proposed and Councillor Mayhew seconded the resolution that the quotation be accepted at a cost of £398. All were in favour. The cleaning would take place on 5 October.

### **8.3 Bench Cleaning.**

It was agreed that the painting would be undertaken when the weather was clement and

Councillor Fox would co-ordinate this. Councillor Leigh would deliver the paint and Councillor Baldwin the wet paint signs to him.

## **9. Open Spaces.**

### **9.1 Problems.**

There were no problems reported.

### **9.2 Meeting with Norfolk Wildlife Trust.**

The Clerk had met Norfolk Wildlife Trust with Horace Bloy on 19 September at the Common and had had a very useful tour of the Common. The representative of Norfolk Wildlife Trust was fully supportive of the work being carried out by the Advisory Committee and agreed with the clearance planned and replanting idea. The Clerk had contacted Frank Haverson to clear the area and had contacted the Woodland Trust for grants for trees.

### **9.3 Play Equipment at the Village Hall.**

The Chairman reported that out of 560 households who received the questionnaire, 270 replied which represents 48% of total households. 262, 47% of total households, 97% of respondents said YES to refurbishing the play area. 8, 1.4% of total households, 3% of respondents said NO to refurbishing the play area.

It was agreed that the next phase should be to meet with the Village Hall Committee to discuss what was needed, funding from the Village Hall, whether the Parish Council is to do the match funding work but it is essential that if the Parish Council is to do all the work there must be the commitment and support from the Village Hall. The Village Hall Committee will be contacted to arrange a meeting.

Councillor Mayhew left the meeting.

## **10. Highways and Transport.**

### **10.1 Report on Highways Matters.**

The Clerk reported that a complaint had been received about a second caravan parked on Ashley Road. The first had been removed and this was in the drive but is now parked on the road. The PCSO has been contacted again. Norfolk County Council had confirmed that Field Lane would be cut when resources are available. The landowner has been written to to cut back the hedge along Fakenham Road from Halfpenny Lane to the Old School. Breckland Council will be contacted to clear the rubbish along Fakenham Road but the parishioner who reported it is to be informed that this is in Hoe.

### **10.2 SAM Machine.**

This had been in East Bilney for three days and the results are to be analysed. The machine will be in the parish again in November and a parishioner has requested that it monitor traffic along Elmham Road near to Green Lane.

### **10.3 Parking on Elmham Road.**

Replies had been received from the school and the pre-school. Both put some blame onto the other. The Clerk will reply thanking them for their efforts and to stress that whilst it is not an offence to park along Elmham Road please be considerate to the owners of the properties.

## **11. Correspondence received for circulation.**

- |             |   |
|-------------|---|
| <b>11.1</b> | Police Crime reports                      |
| <b>11.2</b> | Clerks and Councils Direct September 2012 |
| <b>11.3</b> | LCR Autumn 2012                           |
| <b>11.4</b> | Norfolk Playing Fields Association        |
| <b>11.5</b> | Dereham CAB AGM Information               |
| <b>11.6</b> | Dereham Consultation meeting              |
| <b>11.7</b> | Breckland Town and Parish Council Forum   |

## **12. Finance.**

**12.1** The budget sheets and financial information had been circulated and Councillor

Richmond proposed and Councillor Baldwin seconded the resolution that these be approved. All were in favour.

## 12.2 Balances.

Councillor Rose proposed and Councillor Baldwin seconded the resolution that the balances and cheques for authorisation be approved. All were in favour.

### Balances

#### Bank of Ireland Treasurer's Account

Balance at 31 07 12	18324.10
Receipts- Interest-1.75	
Breckland C/Car -274.76	<u>276.51</u>
	18600.61
Less cheques authorised 05 07 12- 355.78	
cheques authorised 01 08 12- 209.25	<u>565.03</u>
Balance at 31 08 12 18035.58	
Float for Community Car co-ordinator	<u>150.00</u>
Balance at 31 08 12	18185.58
Less unrepresented cheques authorised 06 09 12	<u>1238.06</u>
Balance at 01 08 12	16947.52

Amount available for Section 137 : 1139 x£6.80 = £7745.20

Spend to Date : £0.00

Cheques for authorisation:

341	B J Leigh	Contract September-375.00 less PAYE-27.20	347.80
342	Abacus Copiers	Monthly Contract	25.91
343	C.G.M.	Grass Cutting-August- 144.65-Tree Clearance- 114.00-Clearance of Play area and River Views- 343.20-Footpaths- and river Views-76.80-East Bilney town Lands-54.00	732.65
344	Mrs S Ludlow	Community Car-September	94.77
345	HMRC	PAYE	27.20
346	Mazars	External Audit	162.00
347	Mrs S Ludlow	Additional Float for Community Car	50.00
348	Royal British Legion Poppy Appeal	Donation	25.00
349	Dereham CAB	Donation	100.00
350	Nigel Ford	Repainting of milestone	25.00
351	B J Leigh	Printer Ink	63.47
352	Village Hall	Donation	1750.00

## 12.3 Completion of the Audit.

The audit had been completed with no adverse comments. The notice had been displayed and it will be posted on the website.

## 13. Matters for the Next Meeting

### 13.1 Precept.

### 13.2 Fuel Charity meeting.

**14. Date of the next Parish Council Meeting.**

This was confirmed as Thursday 1 November 2012 at 7.30 p.m. to be held at Beetley and East Bilney Village Hall.

The meeting closed at 2211 hours.