

**MINUTES OF THE PARISH COUNCIL MEETING HELD AT BEETLEY VILLAGE HALL ON  
THURSDAY 7 NOVEMBER 2013 AT 7.30 P.M.**

**Present**

Councillor A Leigh (Chair)  
Councillor M Rose  
Councillor J Baldwin  
Councillor S Gould  
Councillor J Mayhew  
Councillor J O'Donovan  
Councillor R Richmond

District Councillor R Duffield

3 members of the public.

**1. Apologies for absence.**

Apologies for absence had been received from County Councillor M Kiddle Morris and it was agreed to send best wishes to him for a speedy recovery.

**2. Declarations of Pecuniary Interest.**

Councillor Richmond declared a pecuniary interest under Appendix A in Agenda Items 11.1 and 11.3 having submitted parcels of land into the Minerals and Waste Consultation and Councillor Baldwin declared a pecuniary interest under Appendix B in Agenda Item 5 being a trustee of the Village Hall.

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

Councillor Richmond proposed and Councillor Rose seconded the resolution that the minutes of the meeting held on Thursday 3 October 2013 having been circulated be approved. All were in favour and the minutes were duly signed by the Chairman.

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

The Clerk reported that the County Councillor had informed him that the Development Plan Document for the Minerals and Waste had been adopted by Norfolk County Council. The District Councillor reported that Cabinet at Breckland Council had agreed not to pay a rate support grant to Town and Parish Councils for the financial year 2014/15 but this had been called into the Overview and Scrutiny Committee and would then be presented to the full Council on 3 December for a decision.

**5. Report from the Village Hall Committee.**

The meeting was adjourned.

Mr Fox started by thanking the District Councillor who had been the contractor for the refurbishment for all the hard work that he had done and for going that little bit extra to ensure that the project was completed.

Councillor Rose asked if the Village Hall was requesting a donation of £1852.68. The Chairman explained that the Parish Council had an overspend on its budget with additional work being needed at East Bilney Town Lands, at Beetley River Meadows with a fallen tree that had had to be cleared, which might necessitate the removal of the tree completely, white lining at the school car park and additional items to be repaired at the play area following the ROSPA report. The representatives of the Village Hall Committee were asked how much was in their bank account and what had become of the refurbishment fund. It was explained that if the Parish Council did not donate this year then there would be insufficient funds to decorate the hall and finish the

refurbishment as the refurbishment fund would have to be used for day-to-day maintenance. It was explained to the Parish Council that there had been no bookings for three months but the representatives could not give an accurate figure as the finances are left to the Treasurer who was not present. The Village Hall was reminded that no invoice had been sent to the Parish Council for the hire of the hall for over a year. The Chairman of the Village Hall committee stated that he has nothing to do with the finances as this is left to the Treasurer. Councillor O'Donovan asked how much was needed to complete the work and it was explained that £2000 is needed for the parquet flooring and £3000 to decorate the hall and replace the escape door in the main hall.

Councillor O'Donovan stated that if the Parish Council donates this year then the hall should in the future be run like a business and to encourage more use of the hall to ensure there is adequate income to enable the hall to stand on its feet.

It was also requested that a decision on the future of a ROSPA inspection for the area be communicated to the Parish Council as had been previously requested.

The meeting was reconvened.

Councillor Baldwin withdrew from the meeting.

The Chairman requested the thoughts of all the Councillors.

Councillor Richmond said that the Parish Council should donate this year but should consider carefully if it is to donate next year.

Councillor O'Donovan agreed with this.

Councillor Rose stated that it should not be an expectation that the Parish Council will continue to donate and that the Village Hall Committee should budget without the donation from the Parish Council.

Councillor Mayhew felt that as the Parish Council had overspent this year then no donation should be given.

Councillor Gould agreed with Councillor Mayhew.

The Chairman suggested that the Parish Council donate this year the amount requested but in future years no donation be given but the income from the textile bank sited at the Village Hall be passed over to the Village Hall committee. This was agreed as a sensible solution.

The Chairman proposed and Councillor Rose seconded the resolution that £1900 be donated to the Village Hall in this financial year and that in future years no donation be given but the income from the textile bank be passed to the Village Hall Committee.

The resolution was carried by a majority decision- Councillors Leigh, Rose, Richmond and O'Donovan voted for the resolution and Councillors Mayhew and Gould against.

Councillor Baldwin rejoined the meeting.

## **6. Matters to Report.**

### **6.1 Dates of Meetings for 2014.**

These were agreed as follows:-

#### **Parish Council Meetings**

February 6<sup>th</sup>

April 3<sup>rd</sup>

June 5<sup>th</sup>

September 4<sup>th</sup>

November 6<sup>th</sup>

March 6<sup>th</sup>

May 1<sup>st</sup>

July 3<sup>rd</sup>

October 2<sup>nd</sup>

December 4<sup>th</sup>

#### **Annual Parish Council Meeting**

May 1<sup>st</sup>

#### **Annual Parish Meeting**

April 3<sup>rd</sup>

**6.2 Norfolk County Council Budget meeting Swaffham 22 October.**

The Chairman had attended and reported that Norfolk County Council has to find savings of £189 million over the next three years. The proposals are all set out on the website and a decision will be made at the next meeting if a response is to be forwarded.

**6.3 Norfolk ALC AGM 5 October.**

Councillor Richmond had attended and said this was a very interesting meeting. Baroness Shepherd was in the chair and the other speaker was David Harrison the Cabinet Member for ETD. The food was good and the meeting was well attended and the details from the meeting will be circulated.

**6.4 CAG Meeting.**

Councillor Richmond had attended and he reported that more monitoring of the priorities so that a report can be given at each meeting is to be done. The police have been in Beetley recently but no more has been heard about the speeding on Beech Road.. New major matters will be minuted in future which has not always been the case in the past.

**6.5 Initial Training.**

The Clerk reported that he had booked Councillor Gould onto the course but it had been cancelled because of insufficient numbers.

**6.6 St Mary's C.P. School.**

The Chairman had met the Head Teacher who had thanked the Parish Council for the white lining and fencing. A range of issues had been discussed including parking problems and it had been agreed to raise any matters with each party to attempt to have these resolved quickly.

**7. Planning.**

**7.1 Applications.**

**7.1.1 3PL/2013/0902/F-16 Beech Road-erection of a single storey upvc/glass conservatory on the side of the house.**

Councillor Rose proposed and Councillor Richmond seconded the resolution that no objection be raised. All were in favour.

**7.1.2 3PL/2013/0920/F-Oakwood Bracken Avenue-single storey side extension to form garage.**

Councillor Richmond proposed and Councillor Gould seconded the resolution that no objection be raised. All were in favour.

**7.1.3 3PL/2013/0993/F- 10 Elmham Road-demolition and erection of new garage, 1<sup>st</sup> floor extension to side and rear and new chimney breast.**

Councillor Rose proposed and Councillor Baldwin seconded the resolution that no objection be raised to the extension but an objection be raised to the garage which is in front of the building line along Elmham Road. All were in favour.

**7.2 Decisions.**

The following decisions were noted

**7.2.1 3PL/2013/0761/F-Land adjacent to 55 Elmham Road-erection of single garage.**

**O Refusal**

**7.2.2 3PL/2013/0844/F-1 & 2 Beck Farm Cottage Church Road East Bilney-demolish 1960's extension, restoration of roof structure, brick quoin & flintwork, new porch & new windows.**

**N/O Permission**

**7.2.3 3PL/2013/0811/F-Clear View Fakenham Road East Bilney-new boundary wall and additional car parking.**

**N/O Refusal**

**8. Beetley River Meadows.**

**8.1 Report.**

A large branch from an oak tree had been broken off in the high winds damaging other branches on that tree and an adjoining tree. Norfolk Woods and Hedges had cleared the branch and made safe the branches on the trees. The Tree Officer is to inspect the tree to

see if any further work is necessary as there is a TPO on them. Norfolk Woods and Hedges had inspected the ash trees and feels that there is ash dieback disease but as all leaves have dropped a further inspection will be made in the Spring. Not all the trees may have contacted the disease. The grass cutting had been done that day and an inspection made. A complaint had been received from the contractor that the operatives are being stopped from working by a lady who also wants extra paths cut. This means that the operatives do not have the time to complete the work needed although the area manager did accept that the area had not been cut correctly. It was agreed to write to the lady stating that the cutting of the area is a contract between the Parish Council and the contractor and that she must not interfere. If she has any complaints then she should raise these with the Parish Council. Any changes to the cutting programme will be agreed by the Parish Council with the contractor not through her.

### **8.2 Enhancement to the Play Area.**

The official opening will be on 21 November at 0900 and the last bench is now in place.

### **8.3 ROSPA Report.**

A new report has been received and one important fault has been repaired. The report will be forwarded to all Councillors and a request has been made to NGF to cost the repairs. The safety surfacing needs cleaning and the Clerk is still trying to contact PM Restoration.

## **9. Open Spaces.**

### **9.1 Problems.**

The trees for Beetley Common have arrived and it was agreed to do the planting at The Common on 23 November.

### **9.2 East Bilney Town Lands.**

An excellent job has been done by Norse although a couple of small areas still need some tidying up. The remittance advice from the Forestry Commission for the maintenance has been received.

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

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

The Clerk has chased Norfolk County Council again regarding the hedges and reminders had been sent to all landowners. The cutting of one might be carried out by Norfolk County Council and the costs recovered from the landowner. The trod has been finished and is being used regularly. Several favourable comments have been received with thanks to the Parish Council for instigating this. The verge on Church Road had been repaired in 48 hours. A letter had been received from a parishioner regarding Peacock and Common Lanes requesting that the Parish Council ask Norfolk County Council to repair these roads and to have them reclassified. The Clerk stated that he had contacted Norfolk County Council in April and repairs would be undertaken when resources allow. It was agreed to write to the parishioner stating that the Parish Council would pursue the repair but it did not believe a reclassification was feasible.

The local highway partnership scheme is to continue in 2014/15 but the County Council will only fund 50% of the cost. A decision on a scheme will be made at the next meeting.

A road closure notice had been received but this was for Bittering Street Gressenhall.

### **10.2 New problems.**

None were reported.

### **10.3 Beech Road.**

The speed of vehicles along Beech Road had been monitored and although a few cars were above 30m.p.h. they were all well below 40m.p.h. and no where near the levels reported.

### **10.7 SAM2 Sign.**

The Clerk has spoken to Wescotec and it will be possible to have a data capturing facility with the sign. It is hoped that the sign will be delivered in November.

## 11. Finance.

11.1 The budget sheets and financial information had been circulated and Councillor Richmond proposed and Councillor Mayhew seconded the resolution that these be approved. All were in favour.

### 11.2 Balances.

Councillor O'Donovan proposed and Councillor Rose 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 08 13	16278.16
Receipts- Interest-1.43	
Breckland C/Car -74.80	
Breckland Precept-7221.05	
Breckland S106 Funding-5560.00	
Beeston P.c.-125.00	
Horningtoft P.C.-125.00	
Tittleshall P.C.-125.00	
Weasenham All Saints P.C.-125.00	
Brisley P.C.-125.00	
Litcham P.C.-125.00	
Litcham P.C.-126.95	
Harpley P.C.-125.00	
Friends of St. Mary's School-100.00	
	<u>13959.23</u>
	30237.39
Less cheques authorised 04 07 13-10.00	
cheques authorised 05 09 13-695.60	<u>705.60</u>
Balance at 30 09 13	29531.79
Float for Community Car co-ordinator	<u>200.00</u>
Balance at 30 09 13	29731.79
Less unrepresented cheques authorised 05 09 13-551.56	
unrepresented cheques authorised 03 10 13-1069.29	<u>1620.85</u>
Balance at 03 10 13	28110.94

Amount available for Section 137 : 1173 x£6.98 = £8187.54

Spend to Date : £25.00

Cheques for authorisation:

446	B J Leigh	Contract Oct-404.00 less PAYE-49.20	354.80
447	HMRC	PAYE Oct	49.20
448	Mrs A Leigh	Community car October- 169.20 plus £3.60 underpaid for September	172.80
449	Abacus Copiers	Monthly Contract	15.23
450	Eastern Office Equipment	Stationery	19.95
451	Glasdon U.K.Ltd	Litter and Dog Bins	494.32
452.	Road and Traffic Services	White Lining of School car Park	1020.00
453	NGF Play Ltd	Play Equipment and fencing at Beetley River Meadows.	6137.76
454	Realise Futures	Bench for Play Area	513.60
455	Land Registry	Registration of Playing Field	30.00

### 11.3 Precept.

The Clerk had circulated the document and he explained the change to the Rate Support Grant and the change to the Tax Base. Several items were amended and the Clerk would

prepare another draft for a decision to be made at the December meeting.

**11.4 Grass Cutting 2014.**

Councillor Richmond proposed and Councillor Mayhew seconded the resolution to accept the quotation from Norse for £1368.16 for 16 cuts for Beetley River Meadows, plus £85 for the verge on Beech Road to be cut 16 times and £48 for 4 cuts to the footpath beside the school playing field. All were in favour.

**12. Correspondence received for circulation.**

**12.1** Clerks and Councils Direct November 2013

**13. Matters for the Next Meeting**

There were no matters raised for the next meeting

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

This was confirmed as Thursday 5 December 2013 at 7.30p.m. to be held at Beetley and East Bilney Village Hall.

The meeting closed at 2130 hours.