

**MINUTES OF THE PARISH COUNCIL MEETING HELD AT BEETLEY & EAST BILNEY
VILLAGE HALL ON THURSDAY 14 MAY 2015 AT 7.30 P.M.**

Present

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

County Councillor M Kiddle Morris
District Councillor R Duffield
District Councillor R Richmond

1 member of the public.

Prior to the commencement of the meeting the Declarations of Acceptance of Office had been signed by all Councillors and witnessed by the Clerk.

1. Election of Chairman.

Councillor Leigh proposed and Councillor O'Donovan seconded the resolution that Councillor Baldwin be elected Chairman. All were in favour and Councillor Baldwin was duly elected Chairman. The Declaration of Acceptance of Office was duly signed and witnessed.

2. Election of Vice-Chairman.

Councillor Rose proposed and Councillor Leigh seconded the resolution that Councillor O'Donovan be elected Vice-Chairman. All were in favour and Councillor O'Donovan was duly elected Vice-Chairman. The Declaration of Acceptance of Office was duly signed and witnessed.

3. Apologies for absence.

There were no apologies for absence.

4. Declarations of Interest.

There were no DPI's declared.

5. Minutes of the Previous Meeting.

Councillor Richmond proposed and Councillor Leigh seconded the resolution that the minutes of the meeting held on Thursday 2 April 2015 having been circulated be approved. All were in favour and the minutes were duly signed by the Chairman.

6. Councillors Responsibilities.

6.1 Planning.

Councillor Mayhew.

6.2 Deputy for Planning.

Councillor Rose

6.3 Grass Cutting and safety Inspections at Beetley River Meadows.

Councillor Baldwin

6.4 Weekly Risk Assessment at Beetley River Meadows Play Area.

Councillor Mayhew.

6.5 Bottle Bank.

Councillor O'Donovan.

6.6 Footpaths.

Councillor Richmond.

6.7 Community Car Coordinator.

Councillor Leigh.

7. Deputy Community Car Coordinator.

Mrs Pat Williams was confirmed deputy coordinator.

8. Internal Auditor for 2014/15 and 2015/16.

Mrs Susanne Rutter was confirmed as the Internal Auditor.

9. Signatories for the Bank of Ireland Account.

Councillor Richmond proposed and Councillor Rose seconded the resolution that all Councillors with the exception of Councillor Leigh, being the wife of the Clerk, be authorised to sign and that 2 signatories are required for each cheque. All were in favour.

10. County and District Councillors Reports.

The County Councillor stated that it had been very quiet over the election period. The Annual General meeting of Norfolk County Council will be held on 18 May 2015. He was asked if he was happy with the outcome of the elections and he replied that whilst he is happy that Breckland are still Conservative he felt that there is not an effective opposition and that the ruling party must not be complacent of other parties and railroad through policies. The Chairman informed him of the possibility of increased double yellow lineage on Elmham Road which would need a TRO and he agreed to progress this. The Clerk will send the County Councillor the information received from the Highways Engineer. District Councillor Duffield stated that as District Councillor Richmond is on the Parish Council he sees no point in attending Beetley parish Council meetings. However he will attend if there is an item that District Councillor Richmond is unable to discuss for example the Local Plan. He requested that the agendas still be sent to him. He informed the meeting that the Enforcement officer is leaving Breckland Council. The Chairman thanked him for all his work for the parish over the past 14 years.

11. Matters to Report.

11.1 Buzz Deliveries.

Councillor Leigh suggested that each individual deliverer of the Beetley Buzz find a stand-in when they are away rather than relying on the Clerk This was agreed.

11.2 Faster Broadband.

The County Councillor explained BBfN1 and BBfn2 which are still being completed. Breckland Council has funded £950,000 which has been match funded by Government to attempt to get faster broadband to areas that will not have it after the completion of the two BT contracts. The map which shows where there is no broadband has not yet been passed to Breckland Council by BT. Breckland Council will decide where the £1.9 million is to be used. Councillor Richmond stated that he has already spoken to Councillors Leigh and Rose regarding problems experienced. Under the contract something will have to be done to ensure that all properties have a 2mb facility. It was stressed that Old Beetley and East Bilney will not be getting faster broadband under the BT contracts and that Breckland Council should be lobbied to ensure that the two villages are not left behind. District Councillor Richmond will continue to lobby at Breckland Council.

County Councillor M Kiddle Morris left the meeting.

11.3 Duck Race.

The Clerk reported that he had received an e-mail from Beetley Preschool. This had been circulated. The event raised £350, 300 ducks had been launched and cakes and hot and cold drinks had been sold at "The Beach". The rain had stopped just in time for the race and everyone enjoyed the afternoon. The Parish Council was thanked for cutting the viewing areas along the bank. As this was so successful the Preschool requested that permission be granted for another race next year with 500 ducks. It was agreed unanimously that permission be granted.

11.4 Norfolk Association of Local Councils.

The Clerk reported that he is unable to obtain answers to queries as there is no lead officer at the Association. The Clerk is still awaiting a reply on the Transparency Code and is unable to obtain an answer on Dispensations. As there is no one at the office who has experience it is not possible to get an answer over the telephone. The last weekly summary had pointed out that Declarations of Financial Interest had to be returned to District Councillors within 28 days but had only attached a form for South Norfolk District Council. Councillor Rose felt that the Parish Council should ask for its subscription back. The Chairman will speak to the Chairman of the Association regarding the Parish Council's concerns.

11.5 Code of Transparency.

11.5.1 Update.

This is now law but the Clerk has still not been able to obtain details of the funding available. Sue Allen at Breckland Council will be spoken to regarding this. The Clerk will also speak to the SLCC and DCLG.

11.5.2 List of Councillors and Responsibilities on the Website.

It was agreed to place a list on the website.

11.6 Co-option.

The Clerk reported that it is not necessary to advertise the vacancy and therefore can co-opt at the next meeting.

11.7 RoSPA Inspection at High House Road.

The Clerk had e-mailed the Village Hall Committee informing them of the forthcoming inspection. He had requested whether the Committee still required this but had not had confirmation by the meeting. It was thought that the Village Hall Committee would be meeting that night. The Clerk had informed the Committee that he would be charging it for the inspection.

11.8 Village Hall Rent Review.

A letter had been left for the Parish Council stating that at present the rent will not be increased but may need to be in the future to help cover the maintenance costs of the playing field. An explanation as to the reasoning behind the possible increase was given in the letter. A lengthy discussion followed and some Councillors commented on the tone of the letter.

11.9 The Patch Old Beetley.

Councillor Rose reported that John Mann will no longer cut The Patch and whilst previously she said she would be able to do it, she is now unable to do so.

Councillor Richmond proposed and Councillor Rose seconded the resolution that Norse be requested to add this to the contract. All were in favour.

12. Planning.

12.1 Applications.

12.1.1 3PL/2015/0343/O-Stoney Lane-erection of two detached two storey dwellings with associated gardens and garages.

Councillor Rose proposed and Councillor Leigh seconded the resolution that an objection be raised to the application as it is outside the settlement boundary. All were in favour.

District Councillor Duffield informed the meeting that this application will go to the Planning Committee if the officers decide to approve the application.

12.2 Decisions.

The following decisions were noted.

12.2.1 3PL/2015/0141/F- 11 Elmham Road-proposed construction of single storey annexe to accommodate wheelchair user-revised size, design and siting. **O** **Permission**

12.2.2 C/3/2014/3019-East Bilney Quarry-variation of conditions 1,2,3 and 4 of pp C/3/2010/3028 to allow a further 9 years to complete operations and to adopt revised for the quarry extension and revised restoration phasing for the original quarry. **N/O** **Permission**

12.2.3 C/3/2014/3018-Land to south of School Road East Bilney-extension to East Bilney Quarry with installation of ground conveyor with culvert to accommodate the conveyor. **N/O** **Permission**

12.2.4 3PL/2015/0188/F-Beetley Nurseries-proposed single storey sales building to garden centre **O** **Refusal**

12.2.5 3PL/2015/0320/F- Highview Elmham Road-proposed change of use of building from workshop/utility to a residential annexe. **N/O** **Permission**

12.2.6 3PL/2015/0208/F- 33 Elmham Road-first floor rear extension. **O** **Permission**

12.3 Appeals.

12.3.1 Land to rear of 50 Elmham Road.

The Clerk reported that the appeal had been dismissed because the Planning Inspector decided that the development would be harmful with regard to character and appearance.

13. Highways and Transport.

13.1 Report on Highways Matters.

The Clerk had received no communication from Norfolk County Council regarding the bus service for East Bilney. The County Councillor had been contacted and he will pursue the matter. Norfolk County Council had confirmed that Common Lane and Peacock Lane have been programmed for work and this should occur in the next 4-5 weeks. Norfolk County Council had confirmed that it would not be willing to site a bus shelter to the south of Beech Road on highway land as this would compromise visibility for traffic leaving Beech Road. However the land to the east of the footway is not highway land and therefore it may be possible to request permission from the land owner. The Clerk stated that he thought this parcel of land was a right of way which was conveyed to Barratt Homes and he will check the deeds for the purchase of the land on Beech Road. A badger on the verge near to the scout hut had been reported and cleared promptly. An abundance of clothing on the highway again near to scout hut one Sunday had been reported to the out of hours service of Breckland Council.

13.2 New problems.

The trod on Fakenham Road needs the verges cutting. The bend sign just north of Church Road in East Bilney has lost one bracket. Norfolk County Council is to be contacted regarding the hedges in East Bilney near to de-limit sign and at The Alms House as these have not been cut back. The problem of motor bikes racing through the parish especially at the weekend was raised by Councillor Richmond. This had been raised at the SNAP meeting and he had contacted Tracey Baxter the SNAP Officer at Breckland Council who advised that people should ring the police non-emergency number, 101, and keep on

reporting the matter. The Chief Inspector for Traffic will also be contacted. There is limited visibility on several junctions within the parish and Norfolk County Council will be requested to cut these. The Highway Community Rangers are to be requested to clear round all signs in the parish.

14. Beetley River Meadows.

14.1 Report.

The Chairman had met Norse on site and the paths had been widened as agreed. Norfolk Woods and Hedges is unable to clear the river at present or cut back some of the trees because of equipment malfunction. The cutting is due next week and the Chairman will check the area. Norse had quoted £20 for the cutting of the viewing bays for the Duck Race and the Clerk had confirmed that this was acceptable.

A letter had been received from a parishioner complaining that for the first cut of the season two small sit-upon mowers had arrived. The parishioner stated that these were more suited to a garden. Norse had confirmed that these were just being demonstrated and as the Meadows is close to its depot the area was used.

The litter bins are still being used for dog waste and the Clerk will attempt to get some new stickers.

14.2 RoSPA Inspection.

This will take place in June as normal.

15. Open Spaces.

15.1 Problems.

The Clerk had been contacted by a walker who complained about the use of weed killer on The Common and whether the Parish Council had granted permission, carried out a risk assessment or had checked the COSHH details. The Clerk will reply stating that permission had been granted and stating that the weed killer is widely available as a garden weed killer and therefore it did not feel that a risk assessment was necessary. It was however agreed to obtain a sign stating that weed spraying was in operation so that this could be placed across the tracks. The Clerk will also contact the Beetley Common Advisory Committee regarding the matter. The track across The Common to the field had not been used.

15.2 Crossing Rights at Beetley Common.

Spire Solicitors had suggested Ward Gethin Archer as the solicitor and the solicitor would brief the new solicitor at no cost to the Parish Council. There would be no cost to the Parish Council in the work carried out by Spire Solicitors. Spire had passed on the Clerk's details to Ward Gethin Archer but he had not heard from them so had reminded Spire.

15.3 Maintenance at East Bilney Town Lands.

It was agreed unanimously to contact Norfolk Woods and Hedges to cut a path through to the board walk as last year, cut another swathe and lift the canopy on another part of the area. There is also a rabbit burrow close to the start of the board walk and he is to be requested to re-instate this section.

16. Finance.

16.1 Budgets.

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

16.2 Balances.

Councillor Rose proposed and Councillor Mayhew 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 28 02 15

21115.07

Receipts- Interest-1.63	
Litcham Parish Council -37.91	
Beeston Parish Council-28.47	
Horningtoft Parish Council-13.63	
Brisley Parish Council-85.06	
Tittleshall Parish Council-3.88	
Breckland Community Car-76.05	
Interest-1.85	
Breckland Precept-7750.00	
Breckland Rate Support grant-341.05	<u>8339.53</u>
	29454.60
Less cheques authorised 05 02 15-72.00	
cheques authorised 05 03 15-1004.14	
cheques authorised 02 04 15-789.81	<u>1865.95</u>
Balance at 30 04 15	<u>27588.65</u>
Less unpresented cheques authorised 02 04 15-	<u>30.00</u>
Balance at 30 04 15	<u>27558.65</u>
Float for Community Car co-ordinator	<u>200.00</u>
Balance at 30 04 15	<u>27758.65</u>

Amount available for Section 137 : 1162x£7.36 = £8552.32

Spend to Date : £0.00

Cheques for authorisation:

590	B J Leigh	Contract Apr 412.67 less PAYE 82.40	330.27
591	HMRC	PAYE Apr	82.40
592	Mrs A Leigh	Community Car Apr	149.60
593	Abacus Copiers	Monthly Contract	39.40
594	Eastern Office Equipment	Stationery	29.90
595	NALC	LCR Subscription	17.00
596	B J Leigh	Spare Keys for Notice Boards	19.50
597	Beetley Village Hall	Recycling Payment.	1393.86

It was agreed that Councillor Leigh should top up the Community Car mobile phone as this had proved invaluable when the landline was not available for several days.

16.3 Beetley Common Advisory Committee.

Councillor Rose proposed and Councillor Leigh seconded the resolution that £200 be donated to the Committee to cover the cost of insurance, maintenance and purchase of items for The Common. It is hoped that this level of donation will be sustained for several years.

16.4 Recycling Payment for the Financial Year April 2014- March 2015.

The Clerk confirmed that the recycling payment for the year would be £1948.64. This is made up of £554.78 for glass and £1393.86 for textiles. The cheque has been drawn in favour of the Village Hall for the amount of the textile bank sited at the Village Hall. These figures are to be put into the Buzz thanking everyone for their help.

16.5 Accounting Statement for 2014/15.

Councillor Rose proposed and Councillor Mayhew seconded the resolution that the Accounting Statement which had been circulated be approved. All were in favour and the Statement was duly signed by the Chairman and Responsible Financial Officer.

16.6 Annual Governance Statement 2014/15.

Councillor Richmond proposed and Councillor Rose seconded the resolution that the

Annual Governance Statement which had been circulated be approved. All were in favour and the Statement was duly signed by the Chairman and Clerk

17. Correspondence received for circulation.

The following correspondence is being circulated:-

- | | |
|------|--------------------------------------------|
| 17.1 | Clerks and Councils Direct May 2015 |
| 17.2 | Norfolk RCC Signpost |
| 17.3 | Came and Company |
| 17.4 | King's Lynn Festival |

18. Matters for the Next Meeting.

There were no matters raised for the next meeting.

13. Date of the next Parish Council Meeting.

This was confirmed as Thursday 4 June 2015 at 7.30p.m. to be held at Beetley and East Bilney Village Hall.

The meeting closed at 2223 hours.