

**MINUTES OF THE PARISH COUNCIL MEETING HELD AT BEETLEY & EAST BILNEY
VILLAGE HALL ON THURSDAY 11 MAY 2017 AT 7.30 P.M.**

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

County Councillor M Kiddle Morris
District Councillor R Richmond

1. Election of Chairman.

Councillor O'Donovan proposed and Councillor Richmond 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.

Apologies for absence had been received from Councillor Mayhew who was working away and Councillor Turner who was ill and these were both accepted. Apologies for absence had also been received from District Councillor Duffield.

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 6 April 2017 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. The Chairman is to speak to Councillor Mayhew to ensure that the Clerk has the planning applications by the Tuesday prior to a meeting so that they are available for parishioners to examine.

6.2 Deputy for Planning.

Councillor Rose

6.3 Grass Cutting and safety Inspections at Beetley River Meadows.

Councillor Baldwin for grass cutting and Councillor Mayhew for safety.

6.4 Weekly Safety Inspections at Beetley River Meadows Play Area.

Councillor Turner

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 as deputy coordinator.

8. Internal Auditor for 2016/17.

This had already been confirmed in April.

9. Signatories for the Bank of Ireland Account.

Councillors Baldwin, O'Donovan and Richmond be authorised to sign and that 2 signatories are required for each cheque. All were in favour.

The Clerk reported that he contacted Barclays bank and eventually spoke to the person dealing with the application and sent off the minutes required.

10. County and District Councillors Reports.

The Chairman congratulated County Councillor Kiddle Morris on being re-elected for a further four years.

The County Councillor reported that following the elections there are 55 Conservative, 17 Labour, 11 LibDem and 1 Independent Councillors. 1 Conservative Councillor is at present suspended. The Full Council meeting on 15 May will elect Cliff Jordan as Leader and Alison Thomas as Deputy. All the committees will be confirmed at this meeting as will the Chairmen and Vice-Chairmen of them. There is a new Business Committee which will be looking at Assets and Commercialism.

District Councillor Richmond reported that he had been at the Overview and Scrutiny Committee that day and it had been confirmed that all the plans for the housing at Thetford are still in outline only which will affect the housing supply. The Local Plan consultation has been postponed for eight weeks. Breckland Council is still stating that there is a five year supply but there has been no legal challenge to this yet.

11. Matters to Report.

11.1 Duck Race.

The Clerk reported that prior to the race he had received a comprehensive brief from the Pre-School. The Chairman reported that the viewing areas had all been cut, the event was well attended and 680 ducks had been released.

11.2 Pavilion.

The renovations had been completed but it had cost £100 more because of the problems with lifting the old floor. The members had visited the pavilion that evening and felt that it was not being kept very clean which is disappointing considering the cost involved. A notice had been displayed requesting that it be kept clean and that funding had come from the Village Hall. The members felt that this error should be pointed out and the Clerk will contact the cricket club and to stress that it should be kept cleaner than it is at present.

11.3 Defibrillator.

The Clerk had not applied for funding yet

11.4 Holiday Lodges on Elmham Road.

The Clerk had received several e-mails about the sale of the holiday lodges. The residents who had contacted the Clerk were not aware that permission had been granted. The Clerk had replied and copied all the Councillors into the e-mails. No further communications had been received following the e-mails.

11.5 Bus Shelter at East Bilney.

Councillor Leigh, a resident of East Bilney and the Clerk had cleared all the leaves from inside the shelter, cut back the overgrowing grass from the slabs and cut through the ivy to ensure it dies back. The ivy could not be pulled off as there are birds nesting.

11.6 Bus Service.

Norfolk County Council had confirmed that it is not as simple getting a bigger step stool as these are not allowed to be used and it will be necessary to change the vehicle to one that has a larger built in step. This is being investigated.

11.7 Community Car.

Councillor Leigh and the Clerk reported that the new system had been running a month. Councillor Leigh had devised new reporting forms for the drivers. The Clerk had contacted both Norfolk County Council and Breckland Council enquiring what the new reporting forms are for. It had been confirmed that these are only to show where transport is available and not the cost. The Clerk stated that under this system there is no audit trail for Breckland Council for payments but that the Parish Council has a complete trail.

12. Planning.

12.1 Applications.

12.1.1 3PL/2017/0478/D-Development Site to the Rear of the Paddocks-four dwellings and garages.

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

12.1.2 3PL/2017/0443/HOU-19 Fakenham Road-remove single storey extension to the rear, construct new single storey extension to rear. Re-roof garage.

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

12.1.3 3PL/2017/0223/F-1 The Drift East Bilney-replacement of existing dwelling and garage.

The Clerk had prepared a further comment in response to a letter posted on the portal. This was circulated and any comments were to be sent to the Clerk by 15 May so that it could be sent to Breckland Council.

12.2 Decisions.

The following decisions were noted.

12.2.1 3PL/2017/0171/O-Conway 49 Elmham Road- new dwelling and garage.

O Permission

12.2.2 3PL/2017/0204/HOU-St Fillans 40 Elmham Road- two storey side extension.

N/O Permission.

12.3 Enforcement.

Nothing further had been received from Breckland Council and it will be contacted again.

13. Highways and Transport.

13.1 Report on Highways Matters.

The Chairman had contacted the landowner and the vegetation had been cut back from the signs in East Bilney approaching the bridge. Breckland Council had cleared the dead deer and glass that had been reported by the Clerk. There had been vandalism on the footbridge on Folly Lane and this had been promptly repaired by Norfolk County Council. All the potholes on Fludges Lane have been programmed for repair. Norfolk County Council had written to the owner of the tree opposite the bus shelter in East Bilney. The owner has had the ivy cut and this is now dying and the overhanging branches will be cut off in due course.

13.2 New problems.

The surface at Corner Nurseries which was repaired is in a worse state now than previously.

The following new problems were reported:-

Potholes on Rawhall Lane again.

Request all signs to be cleaned by the Rangers.

The Clerk will write to the landowner to request that the vegetation around the road narrows sign at the north end of East Bilney be cut back.

13.3 Footpaths.

Each Highways Engineer now has a dedicated footpath officer attached to them.

The Clerk had e-mailed the County Councillor regarding FP6 and the lack of any action being taken by Norfolk County Council. The Clerk had replied to Norfolk County Council to state that the Parish Council would not be erecting any footpath posts and that it is hoped that these will be dealt with by the new footpath officer. The Clerk had also given the names of the landowners regarding the stiles on FP6 and FP7.

13.4 Footpath Walking List.

The Clerk had prepared this and this was agreed. It is anticipated that the footpaths are walked once every two months to check there are no problems.

14. Beetley River Meadows.

14.1 Report.

The area has now been cut although it appears that there was no cut in April. The Chairman is waiting for Norse to confirm this. There is a branch down which has meant that one path could not be cut. The Chairman is to arrange for a walk round the area with herself, Councillor Mayhew and the Clerk to check on safety issues. The Clerk had been contacted by a resident regarding the trees to the rear of their property. The Parish Council had been requested not to cut these in 2010 by the resident. It was agreed that these do not need cutting back and the resident will be informed. The Clerk had contacted Breckland Council to request that the collection vehicle keeps to a sensible speed when emptying the bins.

14.2 RoSPA Inspection.

This will take place in June as normal.

14.3 Fencing for the Play Area.

Following several e-mails Norse had agreed to provide the correct material at the original quoted price. The Clerk will confirm that this is satisfactory and request a start date and check that it is the correct panelling.

15. Open Spaces.

15.1 Problems.

No problems were reported. The Clerk confirmed that he had replied to Norfolk Rivers Trust stating that the Parish Council would not allow any trees to be felled but he had received no communication from it since.

15.2 Crossing Rights at Beetley Common.

Councillor Rose proposed and Councillor Richmond seconded the resolution that the request from Roosting Hills Trout fishery for crossing rights to stock and maintain the lakes as in previous years be approved. All were in favour.

15.3 Maintenance at East Bilney Town Lands.

Councillor Richmond reported that the eastern edge needs cutting but not the western next to the road. Councillor Richmond proposed and Councillor Leigh seconded the resolution that the same contractor as last year be requested to cut the swathe again and lop any branches as necessary. All were in favour.

16. Finance.

16.1 Budgets.

The budget sheets and financial information had been circulated and Councillor

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

16.2 Membership of CAN.

Councillor Richmond proposed and Councillor Leigh seconded the resolution that the Parish Council be Bronze non-voting members at a cost of £20. All were in favour.

16.3 Balances.

Councillor Richmond 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 28 02 17	23114.28
Plus Interest-1.77	
Norfolk Community Foundation C/Car-57.32	
Litcham Parish Council-38.89	
Tittleshall Parish Council-5.11	
Horningtoft Parish Council-16.50	
	<u>119.59</u>
	23233.87
Less cheques authorised 06 10 16 -6.00	
cheques authorised 01 12 16-90.00	
cheques authorised 02 03 17-1433.01	
	<u>1529.01</u>
Balance at 31 03 17	21704.86
Less unpresented cheques authorised 06 04 17	
	<u>873.35</u>
Balance at 06 04 17	20831.51
Float for Community Car co-ordinator	
	<u>250.00</u>
Balance at 06 04 17	21081.51

Amount available for Section 137 : 1223 x £7.57 = £9258.11

Spend to Date : £0.00

Cheques for authorisation:

774	B J Leigh	Contract April 506.41 less PAYE 101.20	405.21
775	HMRC	PAYE April	101.20
776	Mrs A Leigh	Community Car-April	168.10
777	Abacus Copiers	Monthly Contract	37.88
778	Norfolk ALC	Membership	264.03
779	CAN	Membership	TBC
780	M Bergin	Internal Audit	24.00
781	R W Duffield Limited	Repairs to Pavilion	2604.00

16.4 Donation to Beetley Common Advisory Committee.

Councillor O'Donovan proposed and Councillor Rose seconded the resolution that £200 be donated as last year. All were in favour.

16.5 Annual Governance Statement for the Year ending 31 March 2017.

This had been circulated and Councillor Rose proposed and Councillor O'Donovan seconded the resolution that this be approved. All were in favour.

The Annual Governance Statement was duly signed by the Chairman and the Clerk

16.6 Accounting Statement for the Year ending 31 March 2017.

This had been circulated and Councillor Rose proposed and Councillor Richmond seconded the resolution that this be approved. All were in favour.

The Accounting Statement was duly signed by the Chairman and Responsible Financial Officer.

16.7 Recycling Payment.

Breckland Council had confirmed that the recycling payment for the year ending March 31 2017 would be £1018.23. This is made up of glass £583.32 and textile £434.91. The tonnage for glass had increased but that for textile had reduced probably because the new contractor does not take cushions, pillows or quilts.

17. Better Broadband for Norfolk.

Councillor Rose had received a leaflet stating that faster Broadband was available in Church Road Old Beetley. She had contacted BT but it had informed her that it was not.

The

Clerk said that he had also had one and again it was untrue.

Councillor O'Donovan said that she had changed to Utility Warehouse and her broad band is much better.

18. Delivery of the Beetley Buzz.

Councillor Leigh explained that the person who delivered the Beetley Buzz in High House Road was unable to do so for the last issue. She had contacted Councillor Richmond who had said that he had been advised not to deliver the Beetley Buzz. Councillor Leigh asked Councillor Richmond why he could not deliver these. He replied that he had been advised by a solicitor not to get into a situation where confrontation could occur over what he was doing as a business. This happened once when he had an application in for the Minerals and Waste Local Development Framework. Councillor Leigh asked what Breckland Council had advised but Councillor Richmond had not asked the Monitoring Officer. A discussion ensued and some councillors did not realise that all the other councillors did not deliver the newsletter. It was agreed to place the future of the Beetley Buzz on the agenda for July.

19. Correspondence received for circulation.

The following correspondence is being circulated:-

19.1

Clerks and Councils Direct May 2017

20. Matters for the Next Meeting.

There were no matters raised for the next meeting.

21. Date of the next Parish Council Meeting.

This was confirmed as Thursday 1 June 2017 at 7.30p.m. to be held at Beetley and East Bilney Village Hall.

The meeting closed at 2216 hours.