

**MINUTES OF THE PARISH COUNCIL MEETING HELD AT BEETLEY VILLAGE HALL ON  
THURSDAY 5 OCTOBER 2017 AT 7.30 P.M.**

**Present**

Councillor J Baldwin (Chair)  
Councillor A Leigh  
Councillor J Mayhew  
Councillor R Richmond  
Councillor M Rose  
Councillor T Turner

District Councillor R Duffield  
District Councillor R Richmond

**1. Apologies for absence.**

Apologies for absence had been received from Councillor O'Donovan who was on holiday and these were accepted. Apologies for absence had also been received from County Councillor M. Kiddle Morris.

**2. Declarations of Pecuniary Interest.**

Councillor Richmond declared a DPI in Agenda Items 7.1.2 and 7.5 having submitted a parcel of land into the Minerals and Waste Local Plan.

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

Councillor Rose proposed and Councillor Leigh seconded the resolution that the minutes of the meeting held on 7 September 2017 having been circulated be approved. All were in favour and the minutes were duly signed by the Chairman of the meeting.

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

District Councillor Duffield informed the members that the Local Plan submission document Consultation has finished. He stated that several officers have left Capita. He also had received notification of the application for Otters Mead and he stated that if the Parish Council wishes this to go to the Planning Committee then Breckland Council will have to be informed prior to the next meeting.

District Councillor Richmond reported that he had attended the Overview and Scrutiny Committee meeting that Tuesday which had been attended by two senior officers from Capita who had answered searching questions. When the contract was agreed it was thought that some funds would be returned to Breckland Council because of savings being made. This will not now be the case and no additional funding will be made to Breckland Council. North Norfolk District Council is applying a seven year housing supply and it was queried with Capita why Breckland Council is only looking at a five year supply as this is more difficult to maintain. No houses have been built at Thetford and this is putting pressure on other towns and villages to have houses built.

**5. Matters to Report.**

**5.1 Defibrillator.**

The application has to be resubmitted..

**5.2 Registration of Land.**

The Clerk had contacted the solicitor but had not had a reply.

### **5.3 SAM2 Data.**

The Clerk reported that he had been informed that the matter was being taken up by the Chairman of the ETD Committee at Norfolk County Council. It was agreed that until such time as more details have been received no one will be asked to attend a Parish Council meeting.

### **5.4 Pavilion.**

Councillors Leigh and O'Donovan had visited the site prior to the last meeting and felt that it is not being cleaned as well as it could be. It was agreed to contact the Cricket Club regarding this.

### **5.5 Citizens Advice Annual General Meeting.**

Councillor Richmond had attended this which was well attended. He reported that the centre is still tight for money and more people are using the service especially as Universal Credits are causing major problems. It is likely that Local Authorities will reduce the funding that they give to all Citizens Advice bureaux. The information from the meeting will be circulated after the November meeting.

### **5.6 SNAP meeting.**

Councillor Richmond stated that he was unable to attend as he was at the AGM of the Citizens Advice and had not heard of the outcome. The Clerk had not received any reports from the meeting.

### **5.7 Letter from Parishioner.**

The Clerk had only received this the previous evening. As this was not on the agenda and a Councillor specified in the letter was not present this was deferred until the next meeting. The complainant will be informed.

## **6. Highways and Transport.**

### **6.1 Report on Highways Matters.**

Councillor Leigh reported that she had contacted the Manger at Ketteringham Highways Depot regarding the trod at East Bilney but had not had a reply. She also stated that the parking on the trod at East Bilney has been very considerate and a vast improvement and had verbally thanked the householder. The Clerk had e-mailed the Highways Engineer to arrange a meeting but had not had a reply.

The Clerk reported that he had reported the following:-

- a. written a letter to the owner of the property in Old Beetley regarding parking.
- b. reported the junction of Rawhall Lane and B1146.
- c. a pothole on Church Road East Bilney and this is being investigated.
- d. a litter pick is required along the B1146 and the junction of Sorrel Lane and B1110 needs sweeping more thoroughly. The footway between Wood Drive and Beech Road is to be cleared by Serco.

The Clerk had received notification that the hedges at the junctions of Hall Road/ Peacock Lane, Sorrel Lane and B1110 are to be resolved.

### **6.2 New problems.**

The sign on B1146 to the south of Gressenhall Road is partly obscured by vegetation from the Norse depot and Norse will be contacted. There is a pothole outside Vale Farm which needs repair.

### **6.3 Footpaths.**

#### **6.3.1 Report**

Councillor Rose reported that the sign is still in the hedge for FP13 on Sorrel Lane. FP4 has not been cleared and no further information has been received regarding FP6. No price had been received from Norse Eastern Ltd to cut the footpath from

Beech Road to Beetley River Meadows despite a further reminder.

#### **6.4 20m.p.h. Speed Limit at Elmham Road/ Fakenham Road Crossroads.**

Nothing further had been received.

#### **6.5 Local Highway Improvement Scheme.**

##### **6.5.1 Trod in East Bilney.**

The Clerk had informed the Highways Engineer that it wished to proceed with the trod and had requested if any further information is required but had heard no more.

##### **6.5.2 Bus shelter Beetley.**

The Clerk had informed the Highways Engineer that it wished to proceed with the bus shelter and had requested if any further information is required but had heard no more.

### **7. Planning.**

#### **7.1 Applications.**

##### **7.1.1 3PL/2017/1096/HOU-Domus Faba Bittering Street-Erection of oak fronted cart lodge.**

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

##### **7.1.2 C/3/2017/3016-Land to north of School Road, East Bilney Quarry-variation of condition 1 of planning permission C/3/2014/3019 to amend phased restoration arrangements and retrospective siting and use of site cabin including lighting and cameras) /generator.**

Councillor Richmond withdrew from the meeting.

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

Councillor Richmond rejoined the meeting.

##### **7.1.3 3PL/2017/1168/HOU-Woodwells 52 Elmham Road-single storey side extension.**

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

##### **7.1.4 3PL/2017/1074/F-Otters Mead Elmham Road-installation of 15no. holiday lodges, 1 lodge to form reception, shop, toilet/changing facilities, natural swimming pond, children's play area, wildflower meadow & associated landscaping.**

The Clerk reported that this had been notified to him but the hard copy had not been received. He felt all should look at the plans prior to the next meeting so these will be circulated. It was agreed to request that this goes to the Planning Committee. As this will be discussed at the next meeting notice of this is to be put in the Beetley Buzz.

#### **7.2 Decisions.**

The following decisions were noted and the conditions placed on the permission

##### **7.2.1 3PL/2016/1277/F-Woodland Farm Holt Road Hoe-replacement dwelling.**

O

Approved.

##### **7.2.2 3PL/2017/0925/HOU-Swanhaven Fakenham Road East Bilney-convert existing outbuilding into habitable space inc small kitchen, bathroom and bedroom/living area, all alterations to be internal-exterior to remain the same.**

N/O

Approved

- |            |  |            |                          |
|------------|--|------------|--------------------------|
|            | <b>7.2.3 3PL/2017/2008/0811/F-Beetley Nurseries Elmham Road-variation of condition 3 on 3PL/2008/0811/F.</b>   | <b>N/O</b> | <b>Approved</b>          |
|            | <b>7.2.4 3PL/2017/1086/HOU- 1 High House Road-side and rear extension to form attached annexe.</b>   | <b>N/O</b> | <b>Approved</b>          |
| <b>7.3</b> | <b>Appeals.</b>  |            |                          |
|            | <b>7.3.1 APP/F2605/C/16/3163533- Beetley Nurseries – appeal against enforcement notice.</b>  | <b>O</b>   | <b>Appeal Dismissed.</b> |
| <b>7.4</b> | <b>To note a matter referred to Enforcement.</b>   |            |                          |
|            | <b>7.4.1 Beetley Nurseries.</b>  |            |                          |
|            | The Clerk informed the meeting that even though the appeal had been dismissed the compliance period is now 9 months from the date the appeal was dismissed so he must comply by 15 May 2018  |            |                          |
|            | <b>7.4.2 Fairhaven Caravan Site.</b>   |            |                          |
|            | Breckland Council had confirmed this had been investigated and had been unable to establish conclusively the exact date the development actually commenced. The site owners maintain some development was started within the 5 year period. The structure is being built in accordance with the approved plans so no further action will be taken. |            |                          |
|            | <b>7.4.3 Blackwater Cottage Church Road.</b>   |            |                          |
|            | Councillor Richmond requested that Breckland Council be contacted to confirm if the additional building was within permitted development rights and Breckland Council had confirmed that it is.  |            |                          |
| <b>7.5</b> | <b>Minerals and Waste.</b>   |            |                          |

Councillor Richmond withdrew from the meeting.

The call for sites for the new Minerals and Waste Local Plan had finished. Four sites had been submitted, three on Bilney Road and one on land to the south of Field Lane. These will now be assessed by Norfolk County Council so the Parish Council needs to do nothing at this point until the consultation starts.

Councillor Richmond rejoined the meeting.

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

### **8.1 Report.**

The Chairman reported that the cutting has been poor and not done to the widths specified. She will be meeting the contractor again. The Patch had been cut two days before the meeting. The tree had been removed from the path. It was agreed that a site visit was necessary to identify trees that need trimming.

The Clerk had received a response from the supplier of the benches stating that a larger base should be installed. The Clerk is to enquire that if a better base is put in will the benches straighten.

### **8.2 New fencing around the Play area.**

The Clerk had received the invoice for the fencing which was less than the quotation. The Clerk is to request if more soil is needed or if the panels could be dropped to ensure dogs do not get under the fencing and state that the Parish Council will pay this invoice as an interim payment.

## **9. Open Spaces.**

### **9.1 Report.**

Nothing further had been received regarding the oak tree near to the post box on Beech Road. A parishioner had contacted the Clerk regarding a tree in Wood Drive. This has a Tree Preservation order on it so the Clerk had informed her that the landowner has to apply to Breckland Council for any work to be done on the tree. A member of the public had complained to the clerk about a dog which had been off the lead and knocked over her husband at Beetley Common. The member of the public had reported this to the Dog Warden who could take no action but advised her to report this to the police. The person said to the Clerk that she was not willing to do this but hoped the Parish Council would speak to the dog owner. The Clerk had informed her that she should report the matter to the police. It was agreed to have another cut of the lower section of the Town Lands. The hedge at the Town Lands will need cutting in January and the Clerk will contact the contractor. The East Bilney sign near to the Town Lands needs clearing again. A student at Easton Cottage is going to look at Beetley River Meadows as he needs to write as part of his course a management study for a wildlife site.

### 9.2 Invasive Plants.

A further nine plants have been added to the list. Whilst there is no risk of prosecution if the plants are on parish land the Parish Council could be liable if the plants are allowed to spread.

## 10. Finance.

### 10.1 Budgets.

The budget sheets and financial information had been circulated.

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

### 10.2 Balances and Cheques for Authorisation.

Councillor Mayhew proposed and Councillor Richmond 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 17	24923.07
Plus Interest-2.30	
Village Hall Play Inspection-79.80	<u>82.10</u>
	25005.17
Less Cheques authorised 07 09 17 -	<u>164.45</u>
Balance at 31 08 17	24840.72
Less unrepresented cheques authorised 07 09 17-	<u>1132.72</u>
Balance at 07 09 17	23708.00
Float for Community Car co-ordinator	<u>250.00</u>
Balance at 07 09 17	23958.00

##### **Barclays Community Account**

Balance at 31 07 17	0.00
Plus Transparency Code Grant	<u>423.97</u>
Balance at 31 08 17	423.97

Amount available for Section 137 :  $1223 \times \text{£}7.57 = \text{£}9258.11$

Spend to Date : £0.00

Cheques for authorisation:

001	B J Leigh	Contract Sep 506.41 less	405.21
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		PAYE 101.20	
002	HMRC	PAYE Sep	101.20
003	Mrs A Leigh	Community Car-Sep	109.10
004	Abacus Copiers	Monthly Contract	23.34
005	Norse Eastern Ltd	Grasscutting-971.88 less credit-230.06	741.82
006	Ady's Woodsplitting Services Ltd	Removal of tree at Beetley River Meadows.	90.00
007	Norse Eastern Ltd	New fencing	3366.56

**10.3 Change of Bank to Barclays.**

The Clerk reported that he was still unable to access statements on line but is receiving them by post. He had been informed that all had been put in order but this is not the case. The latest attempt to change the dates of statements had produced a message that it is not possible with a complex mandate to change the preferences on line and it will be necessary to visit a branch or call on line banking.. The Chairman will find out the official complaint procedure.

**10.4 Projects.**

This was deferred until November.

**10.5 Donation to Citizens Advice Mid Norfolk.**

Councillor Mayhew proposed and Councillor Baldwin seconded the resolution that £200 be donated. All were in favour.

**11. Correspondence received for circulation.**

The following correspondence would be circulated.

- 11.1 **Dudgeon Offshore**
- 11.2 **LCR Autumn 2017**

**12. Matters for the Next Meeting.**

- 12.1 Pavilion
- 12.2 Projects.
- 12.3 Precept

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

This was confirmed as Thursday 2 November 2017 at 7.30p.m. to be held at Beetley and East Bilney Village Hall.

The meeting closed at 2129 hours.