

**MINUTES OF THE PARISH COUNCIL MEETING HELD AT BEETLEY VILLAGE HALL ON  
THURSDAY 1 FEBRUARY 2018 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  
Councillor T Turner

County Councillor M Kiddle Morris  
District Councillor R Richmond

7 members of the public.

**1. Apologies for absence.**

Apologies for absence had been received from District Councillor R Duffield.

**2. Declarations of Pecuniary Interest.**

Councillor Turner declared a DPI in Agenda item 9.2 being the owner of the parcel of land on Fakenham Road.

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

Councillor Leigh proposed and Councillor Richmond seconded the resolution that the minutes of the meeting held on 17 January 2018 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.**

The County Councillor reported that the County Council portion of the Council Tax will rise by 3% plus 2.99% for Adult Social services The Government had allowed councils to raise the tax by a further 1% without the need for a referendum. The cap on public sector pay had been raised to 2% and the increase in the Council Tax will fund this. The proposal to reduce the gritting routes and bus subsidies had been reversed. The County Council is investigating the provision of bus services in West Norfolk following the decision of Stagecoach to discontinue the routes. The Police and Crime Commissioner is pursuing the merger of the police and fire services. Norfolk County Council is opposed to this as the Fire Service is rated as the best in the country. There are few fires today and the Fire and Rescue Service provides paramedics at road accidents and gives advice on safety with inspections and advice on fire alarms especially to the elderly. It is not yet known how the problems with Capita will affect Norfolk County Council.

District Councillor Richmond reported that the Local Plan Examination in public will take place over 12 days of hearings. Breckland Council has been awarded £10 million to improve the infrastructure at Thetford which hopefully will allow houses to be built that already have planning permission.

**5. Matters to Report.**

**5.1 SNAP Meeting.**

Councillor Richmond reported that there were 23 at the meeting including officials. The

Christmas period had seen less pilfering from stores and the drug problem has reduced in Dereham. The police are disappointed that drink driving and drug driving has increased and many have been caught the following morning. The priorities set were speeding in Dereham and villages, ASBO in Dereham and Dog Fouling. The police have contacted the Chairman of the Village Hall Committee and they will be checking the area regularly. It is possible to prosecute with camera evidence but at this time it is not known if any cameras will be sited there.

#### **5.2 Registration of Land.**

The Clerk had received a letter from the solicitors and he had responded with the necessity to change some details.

#### **5.3 Playing Field and Pavilion.**

The Clerk reported that he had received a telephone call from District Councillor Duffield to state that the football club gives a donation to the Village Hall for the electricity used, the Village Hall pays the electricity at the pavilion and it is hoped that there will be a football team using the field in the future. The insurance on the building is paid by the Village Hall. Councillor Leigh stated that she thought the Parish Council should pay the insurance on the building and the costs of the electricity. Councillor O'Donovan said that a meeting needs to be held with the Village Hall Committee to thrash out the issues The Chairman will arrange this and invite them to a Parish Council meeting.

#### **5.4 Norfolk County Council Consultation on Bus Services.**

As not enough responses had been received from Councillors to the e-mail sent by the Clerk no response had been sent.

#### **5.5 Request from the School for a Textile bank.**

The Clerk had received a letter from the Head teacher requesting permission for a textile bank to be sited in the car park. The Clerk had informed the school that there is already a textile bank at the Village Hall and had contacted Breckland Council regarding a further bank. The contractor has been requested by Breckland Council to contact the school direct.

#### **5.6 General Data Protection Regulation.**

It was agreed that Councillor Rose, Councillor Leigh and the Clerk will provide further information for a future meeting.

#### **5.7 Duck Race**

This was agreed as 29 April and the ducks are to be launched at the bridge so a larger viewing area is to be cut.

#### **5.8 Community Car Scheme.**

The Clerk reported that he had had to apply for a grant this year which he has not had to do in the past. It is disappointing that increased work is involved despite assurances that the new system will be easier.

Councillor Leigh reported that following the advert in the Beetley Buzz for additional drivers 2 parishioners had offered their services and the paperwork is in hand.

The Clerk had received a communication from Breckland Council regarding the Silver Social service and would the drivers distribute the information. Councillor Leigh did not think that drivers should be involved distributing these as the car scheme is not able to assist in getting parishioners to these events. It was agreed to put any new information on the website and in the Beetley Buzz provided this is received in time.

#### **5.9 Norfolk Playing Fields Association.**

It was agreed to join and this will be on the next agenda and the benefits will be monitored.

#### **5.10 Rationalising the Main River Network.**

The information on this had been distributed and the Internal Drainage Boards are possibly taking over Wendling Beck. There were no queries at this time and the Parish Council will await the consultation.

### **5.11 Breckland Council Consultation on Parking in Swaffham.**

No response was sent as this did not involve Dereham at this time.

### **5.12 Defibrillator.**

The application to the Lottery Fund had not been successful as the Community had not been consulted adequately. It was agreed to apply to Breckland Council for match funding.

### **5.13 Norwich Western Link Consultation.**

It was agreed to write in support of this.

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

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

The Clerk reported that the trod at East Bilney is programmed for completion. The Parish Council expressed its dismay that as this had been paid for nearly two years ago this had not been completed.

The Clerk reported the following:-

The VAS sign at the southern end of East Bilney had been repaired and the old battery upgraded.

A parishioner had requested if there were any restrictions on the times that aggregate lorries can move through the village. The County Councillor stated that he would investigate if the names of the hauliers are known. Another parishioner stated that there are large lorries passing through the village early morning but these are not aggregate lorries.

The verge at the junction of B1146 and C231 at Stanfield had been reported.

The Clerk had e-mailed the Highways Engineer regarding outstanding works stating that the main concern is that a date for the programmed work is not known.

The problem of flooding at the north end of Church Road Old Beetley had been reported again suggesting that more investigation needs to be undertaken to ascertain the problem.

The potholes on B1146 near to the school flashing sign south of Gressenhall Road, the north end of Beetley around ironworks, the junction with Church Road East Bilney and on B1146 just north of Church Road East Bilney had all been reported.

The flooding at the junction of B1145/B1146 had been reported.

Anglian Water had informed the Clerk that works to replace the water main along Fakenham Road would take about 10 weeks. Some of the water main is in the front gardens of properties and this will be moved to the main road. The Parish Council had been thanked for suggesting the Norse depot to store their materials following a conversation with Councillor Leigh as Anglian Water had suggested the school car park.

The County Councillor had sent a letter supporting the applications for the Local Highway Partnership Scheme.

### **6.2 New problems.**

A parishioner had contacted Councillor O'Donovan regarding the trees that are causing visibility problems at the north end of the village. The Chairman will contact the probable owner of the land.

### **6.3 Footpaths.**

#### **6.3.1 Report.**

Councillor Rose stated that the new finger post on FP13 is in the hedge and is not visible and this will be reported. Councillor O'Donovan reported that there is a tree across FP15.

Councillor Leigh reported that new posts and signs have been erected on FP2, 3 and 4.

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

The County Councillor will be discussing this with the Highways Engineer the next day.

The County Councillor withdrew from the meeting.

## **7. Planning.**

### **7.1 Applications.**

**7.1.1 3PL/2018/0048/HOU-49 Conway Elmham Road-demolish existing garage and erection of a two storey side extension, detached garage and renovation of existing dwelling.**

The meeting was adjourned.

Parishioners stated that this is a two storey dwelling out of keeping with the current street scene, hedges and trees have already been removed and it is again a large extension being shoehorned into a site producing a cramped form of development. Elmham Road is a green road and this development is contrary to CP11.

The meeting was re-convened.

Councillor Mayhew stated that this is a large extension not proportionate to the existing and it is two storey and would dwarf the properties nearby. Councillor Rose proposed and Councillor Mayhew seconded the resolution that an objection be raised citing CP11 and DC3. All were in favour.

### **7.2 Decisions.**

The following decision was noted.

**7.2.1 3PL/2017/1539/HOU-Ferndale House The Drift East Bilney-single storey side extension to form garden room. N/O Approved**

### **7.3 Complaint from a parishioner regarding 1 The Drift.**

The Clerk had received an e-mail from a parishioner about a complaint that had been raised with Enforcement. The Parish Council had taken no action on this. The Clerk had advised the parishioner that the ownership of the Drift would be on the deeds. A letter had been received from the owner of 1 The Drift which was read out. It was agreed to reply to this letter and request if the e-mail address given could be passed to all parishioners who had concerns.

### **7.4 Planning Committee Meeting for Otters Mead.**

This would not be on the agenda for the Planning Committee on 12 February as a further ecological survey had to be carried out for great crested newts.

However the application for Flint Cottage East Bilney had been placed on the agenda, Councillor Rose will attend the meeting and speak on behalf of the Parish Council.

Parishioners could also speak at this meeting.

### **7.5 Local Plan Examination in Public.**

This will be discussed at the next meeting.

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

### **8.1 Report.**

Councillor Mayhew reported that he had walked the area and there are two trees down but they are not blocking any paths.

### **8.2 Credit Note for Missed Cuts.**

The Chairman had requested this from Norse and for the Credit Controller to be contacted by the Gressenhall Depot.

### **8.3 Check on Trees.**

It was agreed to contact a contractor to visit site and check whether any trees are to be

felled.

#### **8.4 Project by NWT for Beetley River Meadows.**

The Clerk is still attempting to arrange a meeting.

#### **8.5 Frequency of Play Inspections.**

Councillor Turner requested that these be changed to fortnightly or monthly. The Clerk read out the advice from the insurers which stated that good practice and to reduce the risk of a claim arising it recommends weekly inspections.

Councillor Rose proposed and Councillor O'Donovan seconded the resolution that these are carried out monthly. All were in favour.

The Clerk wished it to be minuted that he felt that this was wrong and that the Parish Council is ignoring the advice of its brokers.

### **9. Open Spaces.**

#### **9.1 Report.**

There is now a roofless bus shelter near to High House Road. The Clerk has requested one quotation but needs two for the claim and Councillor Mayhew will get a further quote for the Parish Council.

Three trees had come down in the storm and the Clerk had contacted a contractor to clear them or drop them so there is no risk.

#### **9.2 Views of the Parish Councillors on the work done to a hedge along Fakenham Road.**

Councillor Turner withdrew from the meeting.

A parishioner had requested that this be placed on the agenda.

Councillor Rose did not feel that there should be any comment from the Parish Council as this is on private land. Councillor O'Donovan agreed and felt that the hedge looked better.

Councillor Leigh also agreed and as it is on private land the land owner can do what he likes with his own hedge.

The meeting was adjourned.

The parishioner stated that he is only asking for the views of the Councillors on a high profile entrance to the village. He further stated that he was very disappointed by the responses. Another member of the public stated that the hedge had always been cut back around the VAS sign but it was agreed by the owners that a more thorough cut was needed and Breckland Council had been contacted who had advised that there was no reason why this could not be cut and it had been carried out professionally.

The meeting was re-convened.

The Chairman felt that although it looked brutal now the hedge would recover. Councillor Richmond stated that this had been carried out at the correct time of the year.

Councillor Turner rejoined the meeting.

#### **9.3 Pre-School Building on Parish Land at the car park.**

A request had been received from the Pre-School if there are any restrictions on the type of building to be erected. At this time the Parish Council could see no objections but would need to see the final plans before making a decision.

#### 9.4 Tree on Beech Road and Elmham Road.

Nothing had been received from the Tree Officer. The Clerk had requested a contractor to cut around all the ivy and cut out the saplings.

### 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 O'Donovan 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 31 08 17	24840.72
Plus Interest-1.97	
Interest 1.81	<u>3.78</u>
	24844.50
Less Cheques authorised 07 09 17 -	<u>988.72</u>
Balance at 30 09 17	23855.78
Less unpresented cheques authorised 07 09 17-	<u>144.00</u>
Balance at 30 09 17	23711.78
Transfer to Barclays	<u>23855.78</u>
	(144.00)
Plus Cancelled cheque authorised 07 09 17	<u>144.00</u>
	0.00

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

Balance at 02 11 17	28338.02
Plus UK Power Networks Wayleave-79.06	
Rural Payments Agency-558.00	<u>637.06</u>
	28975.08
Less cheques authorised 02 11 17-886.89	
cheques authorised 07 12 17-1615.84	<u>2502.73</u>
Balance at 05 01 18	26472.35
Less unpresented cheques authorised 07 12 17	<u>100.00</u>
Balance at 05 01 18	26372.35
Float for Community Car co-ordinator	<u>250.00</u>
Balance at 05 01 18	26622.35

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

Spend to Date : £25.00.

Cheques for authorisation:

027	Beetley Village Hall	Replacement Cheque	144.00
028	Norfolk County council	DBS Checks	125.00
029	Mrs A Leigh	Community Car December	164.90
030	B J Leigh	Contract Jan 506.41 less PAYE 16.40	490.01
031	HMRC	PAYE Jan	16.40
032	Mrs A Leigh	Community Car-Jan	148.85

033	Abacus Copiers	Monthly Contract Nov-32.20 Dec 7.10	39.30
034	Beetley Village Hall	Hall Hire	72.00
035	Information Commissioner	Data Protection	35.00
036	Norfolk County Council	DBS Check	50.00

**10.3 Change of Bank to Barclays.**

The Clerk had been into Barclays in Dereham and it is hoped that the date of the statements has been changed. The Chairman is speaking to the direct team but it will not accept a USB stick with all the details on. All the e-mails would have to be scanned and then forwarded to Barclays. This was not agreed. Councillor Leigh and Councillor Rose both felt that there was little point in proceeding. This was agreed and it will be removed from the agenda.

**10.4 Grass cutting 2018.**

The increase of 2% on the previous year was agreed and to continue for this year with the current contractor.

**10.5 Report from the Financial Monitoring Officer.**

Councillor Rose reported that she had diligently scrutinised the accounts and found all to be in order. She was thanked for carrying this out.

**10.6 Review of financial regulations.**

Councillor Rose will undertake this.

**10.7 Donation to Norfolk and Suffolk 4x4 Response.**

It was agreed unanimously not to donate.

**10.8 Grant from Breckland Council for Outdoor Sport and Play.**

The information had been circulated and the Clerk had confirmed that it wished to receive this grant of £556. It had also been confirmed that a donation to the Scouts was acceptable.

**10.9 Donation to 1<sup>st</sup> Beetley Scout Group.**

The meeting was adjourned.

A representative from the Scouts stated that it had been unable to do any fundraising recently but is hoping to revive the fireworks but has no land to site this as yet. The group had to find the VAT on the extension which it had been advised would be recoverable. The Group is over subscribed with 3 sections and 78 children. It needs to replace its 3 tents which cost £600 each plus VAT. This will enable the Group to have waterproof tents for Norjam.

The meeting was re-convened.

It was agreed to donate and it was felt that the Parish Council should donate half the cost of three tents.

Councillor Richmond proposed and Councillor Rose seconded the resolution that one and a half tents be purchased at a cost of £900 or £1080 if the Group can not reclaim VAT. All were in favour.

There was no objection to the Group advertising the facilities to other organisations.

**11. Electronic Communications.**

**11.1 Councillors responses.**

The Clerk stated that he was disappointed that responses are not being received. It was agreed that the Clerk put on the e-mails if a response is required and for Councillors to respond promptly.

**11.2 Posting of Agendas Electronically.**

It was agreed to put an article in the Beetley Buzz to state that the Parish Council is considering only putting agendas on line and not on notice boards and to welcome any comments.

**12. Councillors Responsibilities.**

Councillor Rose-Footpaths, Financial Monitoring, General Data Protection, Financial Regulations, Delivery of Beetley Buzz, Back up for the Planning Portfolio Holder.

Councillor Leigh- Community Car Coordinator and Driver, Footpaths. Delivery of Beetley Buzz, General Data Protection.

Councillor Turner- Delivery of Beetley Buzz, Play inspections.

Councillor Richmond- Footpaths, patient participation, SNAP meetings, Signatory

Councillor Mayhew- Delivery of Beetley Buzz., Planning, footpaths, Beetley River Meadows.

Councillor O'Donovan-Vice-Chair, Delivery of Beetley Buzz, Bottle Bank, Signatory, Footpaths.

Councillor Baldwin- Chair, Delivery of Beetley Buzz, Stand in for Play Inspection, Signatory.

**13. Correspondence received for circulation.**

The following would be distributed.

11.1

**Clerks and Councils Direct January 2018.**

11.2

**LCR Winter 2017.**

11.3

**Citizens Advice.**

11.4

**Parochial Church Council.**

**12. 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 1 March 2018 at 7.30p.m. to be held at Beetley and East Bilney Village Hall.

The meeting closed at 2242 hours.