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## MINUTES OF THE PARISH COUNCIL MEETING HELD AT BEETLEY & EAST BILNEY VILLAGE HALL ON THURSDAY 7<sup>th</sup> MAY 2009 AT 7.30 P.M.

**Present** Councillor A Leigh (Chair)  
Councillor A Luck  
Councillor J Baldwin  
Councillor R Richmond  
Councillor M Rose

Two members of the public

**1. Election of Chairman.**

Councillor Richmond proposed and Councillor Rose seconded the resolution that Councillor Leigh be elected Chairman. All were in favour and the declaration of acceptance of office was duly signed and witnessed by the Proper Officer of the Council.

**2. Apologies for absence.**

Apologies for absence had been received from Councillors Hayes and Silk who were both on holiday and these were accepted. An apology had also been received from District Councillor Duffield.

**3. Declaration of Interest.**

Councillor Richmond declared a prejudicial interest in Agenda Items 6 and 15.1 and 17.1 having submitted parcels of land for inclusion in the Minerals and Waste Framework, Councillor Luck declared a prejudicial interest in Agenda Item 16 being a Trustee of the Village Hall.

**4. Minutes of the Previous Meeting.**

Councillor Richmond proposed and Councillor Luck seconded the resolution that the minutes of the meeting held on Thursday 2 April 2009 having been circulated be approved. All were in favour. The minutes were duly signed.

**5. Election of Vice-Chairman.**

Councillor Leigh proposed and Councillor Rose seconded the resolution that Councillor Luck be elected Vice-Chairman. All were in favour and the declaration of acceptance of office was duly signed and witnessed by the Proper Officer of the Council.

**6. Minerals and Waste Committee.**

Councillors Hayes, Baldwin, Rose and Luck were appointed to the committee. The Chairman is an ex-officio member of all committees.

**7. Community Car Co-ordinator.**

June Overall was appointed the co-ordinator.

**8. Village Hall Committee.**

Councillors Leigh, Rose and Richmond were appointed to the Village Hall Committee.

**9. Portfolio Holders.**

These were confirmed as follows:

Planning- Councillor Rose with Councillor Silk as the deputy.

Open Spaces- Councillor Luck

Communications- Councillor Hayes

Highways and Transport- Councillor Leigh

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Affordable Housing- Councillor Richmond  
Projects and Fund Raising- Councillor Baldwin.

## 10. Matters to Report.

### 10.1 Breckland Council Housing Strategy Day 18 May at Barnham Broom Hotel.

No one would be attending.

### 10.2 Local Government Review Further Proposals.

It was agreed to respond to the consultation by stating that the Parish council is in favour of a single unitary authority for the whole of Norfolk, not for two which would be rural Norfolk and Greater Norwich.

### 10.3 Planning Portal meeting 22 April.

The Chairman and Councillor Richmond had attended the presentation at Attleborough. The Planning Portal is the Government's online resource for information and guidance on planning and building regulations. It is a system that allows anyone to access planning applications and information on planning regulations in a simple to use way. The final phase in the jigsaw will be the e-consultation hub when all planning applications are forwarded to the hub and the onward to the local planning authority. Parish Councils would be able to have an account to view applications and supporting documentation. Parish Councils would need an A3 printer and possibly a projector and screen to enable the applications to be viewed. Funding could be available for this and it may be possible to purchase this as a group of parishes.

## 11. Reports from local organisations.

Reports were received from the Community Car, Cricket Club, Football Club and the Village Hall Committee. The only item to emerge from these reports was a request from the Community car Co-ordinator to retire as the co-ordinator later this year but to remain as a driver. An article would be placed in the Beetley Buzz stating that a volunteer is required for the post.

## 12. Portfolio Holders Reports.

### 12.1 Planning.

#### 12.1.1 Applications.

i. 3PL/2009/0301/F-2 Fakenham Road-extension to rear elevation& convert from single storey to two storey.

Councillor Luck proposed and Councillor Richmond seconded the resolution that **NO OBJECTION** be raised to the application

All were in favour.

#### 12.1.2 Decisions.

i. 3PL/2009/0183/F-2 Hall Cottages East Bilney-erection of conservatory to link house to garden room inc. alterations to garden

room roof-resubmission

**N/O**

Permission

#### 12.1.3 Enforcements.

There were no enforcements to report.

#### 12.1.4 Appeals.

i. APP/F2605/A/08/2093357-Flint Cottage Fakenham Road East Bilney Dismissed

### 12.2 Open Spaces.

#### 12.2.1 Update.

Councillor Luck reported that the hand of the barrier at the bottom of Birch Avenue needs to be changed round and that the hedge at the East Bilney Town Lands needs cutting as soon as possible and again in January.

#### 12.2.2 The use of Parish Land for falconry.

The Clerk reported that he had had a reply from the owner of the birds of prey stating that he had not been flying on parish land but that the birds had flown there from and

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adjoining field. No further instances of flying had been reported.

## **12.2.3 Cutting of the central area of Beetley Meadows.**

Councillor Leigh proposed and Councillor Rose seconded the resolution that two cuts be undertaken at a cost of £275 per cut. All were in favour. Councillor Luck would liaise with the owners of 6 & 7 Birch Avenue regarding the clearance of the scrub to the rear of the properties.

## **12.2.4 Commons training day.**

The Clerk had attended the SLCC training and would be checking whether the Commons that the parish owned have been registered with Land Registry.

## **12.2.5 Composting at Brisley.**

The Chairman reported that she had attended the Open Meeting at Brisley when the future use of the allotments and a working party was formed to investigate the use for both smaller allotments and a community composting scheme which Beetley may be able to utilise. Beetley does not have a suitable area to use for composting.

## **12.3 Communications.**

### **12.3.1 Update.**

Beetley Buzz 32 had been published with a mention of dog fouling on parish land in the extract from the Parish Council meeting and whilst it was still to be considered to ban all dogs from the land it was felt that initially all dogs should be kept on leads and signs could be erected to this end. The Dog Enforcement officer is to be contacted regarding these and to obtain the information on powers of enforcement. It was suggested that a piece under the heading should be included stating that if there are any matters that a parishioner wishes to raise with the Parish Council they should contact the Clerk.

### **12.3.2 Website.**

It was agreed to concentrate on the website after the Welcome pack is completed and it would probably be necessary to hold a meeting in between Parish Council meetings to discuss this one subject.

### **12.3.3 Welcome Pack.**

A draft was distributed and the format in Arial 11 was agreed. The Clerk had obtained prices for A4 Duplex printers which were £419 and £431. Some information is still awaited but it was hoped to have a final draft ready for the next meeting. The notes from the meetings held outside the Parish Council meetings are to be attached to the minutes.

## **12.4 Highways and Transport.**

### **12.4.1 Update.**

Flytipping had been reported but not cleared and the District Councillor is to be contacted to express dismay at the time taken to clear the items.

## **12.5 Affordable Housing.**

### **12.5.1 Update.**

There is no problem with the trees on the site but the dwellings may need to be moved further back from the road to ensure there is adequate light. Flagship is at present talking to the landowner regarding a slightly larger plot and the planning application is ready to be submitted.

## **12.6 Projects and Fund Raising.**

### **12.6.1 Play Equipment Inspection Course.**

The Chairman and Councillor Baldwin had attended this which was most interesting with some time spent in a classroom and then at Dereham recreation ground as a practical exercise.

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## 12.6.2 Beetley Meadows Play Area

Following the attendance at the Inspection course risk assessment forms need to be available and the area inspected fortnightly and the forms returned to the Clerk. All will do the inspections and a training evening on inspections will be held on 15 June at 2030. Councillors Leigh and Baldwin had both inspected the area and found that the rocker toy needed repairing which has been done by Councillor Luck, the wet pour surfacing needs repair and weed spraying, and the gates need repairing or replacing prior to any other refurbishment on the area.

## 13. Draft Standing Orders.

Councillor Luck proposed and Councillor Rose seconded the adoption of the Standing Orders and Financial Regulations as distributed.

## 14. Correspondence received for circulation.

- 14.1 The Playing Field
- 14.2 Information from Play Equipment Course
- 14.3 Dereham LAG Minutes
- 14.4 Norfolk Link
- 14.5 Norfolk Accident Rescue Service
- 14.6 County Economic Development Partnership
- 14.7 Changing Times
- 14.8 Breckland Council Town and Parish Newsletter
- 14.9 Equality and Human Rights Commission-Public Sector Duties
- 14.10 COIF Annual Report
- 14.11 Norfolk records office-Newsletter
- 14.12 Clerks and Councils Direct-May 2009

## 15. Finance.

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

### 15.2 Balances.

Councillor Baldwin 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 28 02 09	17470.76
Receipts- Interest-7.03	
Breckland Comm car-142.48	
Litcham Parish Council-8.77	
Brisley Parish Council-6.79	
Beeston with Bittering parish Council-15.14	
Vat Refund-482.56	<u>662.77</u>
	18133.53
Less cheques authorised 05 02 09	<u>1070.06</u>
Balance at 31 03 09	17063.47
Less unrepresented cheques	<u>172.25</u>
Balance at 31 03 09	16891.22

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## **Community Account**

Balance at 20 September 2008	3204.03
Receipts Breckland Precept	<u>6125.00</u>
	9329.03
Payments authorised 04 09 08	<u>210.80</u>
	9118.23
Transfer to Bank of Ireland	<u>9128.22</u>
Balance at 17 October 2008	(9.99)
Less uncredited cheque	<u>27.42</u>
Balance at 31 03 09	17.43

## **Business Base Rate Tracker**

Balance at 28 02 09	27.41
Interest	<u>.01</u>
	27.42
Less cheque issued	<u>27.42</u>
Balance at 31 03 09	0.00

Amount available for Section 137 : 1099 x£6.15 = £6758.85

Spend to Date : £50.00

Cheques for authorisation:

046	B J Leigh	Service contract-April-	267.00
047	Abacus Copiers	Monthly Contract	18.63
048	Norfolk ALC	Books	32.50
049	Norfolk RCC	Funding workshop	10.00

### **15.3 Homewatch**

It was agreed to fund the signs for Old Beetley Homewatch at a cost of £75. Councillor Rose reported that a white van had been in the area and a neighbour had investigated as it was at the home of an elderly resident, the vehicle departed and the matter reported to Homewatch. Councillor Richmond is to forward the details of Mrs Harper who had been subjected to a bogus caller to be included in the Beetley Buzz.

### **15.4 Recycling.**

The Clerk reported that he had just received notification that the recycling credit for the previous financial year would be £1467.31 of which £1046.21 is attributable to textiles and £421.10 to glass.

### **15.5 Draft accounts.**

These were distributed and agreed.

## **16. Village Hall.**

### **16.1 Report from the Village Hall Committee.**

Councillor Luck reported that there would be a race night in June or July and the entertainment at the Christmas function would be Steve Ace.

## **17. Minerals and Waste Sub-Committee**

It is now likely to be August before the next consultation is issued.

## **18. Matters for the next meeting.**

**18.1** Footpath Walk

**18.2** Money in the Youth Club Account to be given to the Scout Group.

## **19. Clerk's Corner**

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The Clerk would be on holiday from 18-21 May and 4- 9 June.

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

This was confirmed as Thursday 11 June 2009 to be held at Beetley and East Bilney Village Hall at 1930.

The meeting closed at 2220 hours.