

New Buckenham Parish Council

MINUTES OF THE MEETING OF New Buckenham Parish Council held on Tuesday 10th March 2015 at 7.30pm in the Village Hall, Moat Lane

Present: Councillors Karen Hobley (Chair), Andrew Bingham, Tony Lister, David Scott Miller, Darren Rush and Geraldine Walsh

In Attendance: Mrs H A Clutten (Clerk), Adrian Joel (District Councillor)

Absent
(without apologies) Councillor Chirodian

Public: 4

The Chair welcomed everyone to the March meeting.

15/37 To consider accepting apologies for absence:

None received.

15/38 To approve the Minutes of the Meetings of New Buckenham Parish Council held on 10th February 2015:

The draft Minutes of the previous meeting had been circulated; **Council RESOLVED** to approve the Minutes as a true and accurate record of the meeting held on 10th February 2015. The Minutes were signed at the end of the meeting by the Chair, Karen Hobley.

15/39 To receive reports of matters arising from those Minutes for update and information only:

Councillor Scott Miller had visited TEG about the increasing number of heavy vehicles using the road through New Buckenham and had found that the Company had gone into administration.

Saffron Housing has not yet confirmed attendance at the Annual Parish Meeting. The article in the Parish News about the Housing Needs Survey had elicited one potential offer of land.

The Chair will progress the Community Car CCS applications.

Councillor Lister will email the Clerk about an ongoing plot enquiry in the Cemetery.

It appeared that the Clerk should have been advised of the outcome of the appeal against enforcement in relation to Castle Hill Garage – District Councillor Joel handed over the relevant information and it was agreed to circulate it in this month's Circulation Folder.

15/40 To record Declarations of Interest not covered by the current Register of Interests:

None

15/41 To adjourn the meeting to allow public participation and reports:

The meeting was adjourned to allow public participation and reports.

(a) District Councillor Report:

Breckland Council agreed last month to not increase its share of the Council Tax; it has still managed to protect services through prudent financial management supported by increased income from new homes bonus, business growth and a stronger economic outlook.

Councillor Joel was pleased to see the article in the Parish news about the Housing Needs Survey for Affordable Housing; he highly recommended the Cotman Housing Association which had built affordable homes in Old Buckenham - Cotman Housing to be contacted in due course.

He asked if Councillors had received nomination forms for the May Elections – the Clerk confirmed that these had been forwarded on by email to all the Councillors.

(b) Matters Raised by Members of the Public:

- (a) What is happening to the money raised by the sale of the Town Houses – on the agenda
- (b) What is happening about the street lighting – on the agenda
- (c) Potholes in Chapel Street – to be reported to Highways

(c) Parish Councillor Reports:

There were no miscellaneous reports from Parish Councillors.

The meeting was re-convened

15/42 To consider planning applications and to receive District Council's decisions made on any applications received before the meeting:

- Breckland Council has given planning permission for the work at Stow House, Boosey's Walk
- Due to an enquiry from Mr Nash the Parish Councillors checked which drawing they had seen at last month's meeting in connection with the latest planning application for the King's Head. It was noted that the most up-t-date drawing had been seen – Chair to confirm position to Mr Nash by email.

15/43 Financial Matters:

(a) Financial Report:

The Clerk had provided a financial report in advance of the meeting. There had been no response to the email to Mr Pennell about the rent arrears on No 1 Town Houses. A response had been received from Breckland but it is unable to offer any help to the Parish Council. Agreed to discuss this matter at the next meeting.

On the suggestion of the Clerk, **Council RESOLVED** to pay all future Anglian Water accounts for water used on the Allotments by Direct Debit, but only after paying the current account by cheque. This need for a change in payment method is due to the short timescale for paying the accounts resulting in 'final' notices being received in between Council Meetings.

(b) To approve payments to be made:

Council RESOLVED to approve the following payments:

Cheque No	Item	Vat £	Gross £
Cheques drawn 10/03/2015			
101764	Mrs H A Clutten expenses plus any additional hours less tax	0.00	89.91
101765	Anglian Water - Allotments	7.79	46.75
101766	New Buckenham Village Hall - Room Hire	0.00	24.00
101767	Mrs V Highton - Community Car Payment Due from PC	0.00	81.35
101768	HMRC - tax deducted from Clerk, Jan, Feb, March 15	0.00	225.80
	Total	£7.79	£160.66
For information: payments by DDR /SO			
08.03.2015	Mrs H A Clutten, Basic Pay and Office Allowance less tax	0.00	238.74
12.03.2015	E-ON Street Lighting, March 2015 Energy	2.01	42.17

(c) To Consider Increasing the Payment for the Village Hall Kitchen Electrics

The bill for the kitchen electrics had amounted to a little more than the £2400 which had been allocated at a previous meeting. **Council RESOLVED** to pay a further amount of £33.60 to A R Cross & Son of Wymondham from the Town Houses Account. Cheque No 100020 was drawn and signed for this amount.

15/44 To Consider Any Allotment Matters:

The work is underway and should be finished shortly. It was agreed that the water should be turned on again due to warmer weather.

15/45 To Consider Matters Relating to the Common – Cricket Parking, Car Park, Dog Bin and Replacing Posts and Chains:

Councillor Lister had inspected the car parking area on the Common and reported that the edges needed tidying up, edging inserted and a hard surface laid down; there should also be new lockable posts with chains attached. In addition, if parking spaces were to be marked on the surface, this would deter indiscriminate parking which results in a smaller number of cars being able to park.

After discussion on these matters, Councillor Lister offered to go and measure up the car park area so that a quotation for the work could be obtained; Councillor Walsh offered to help him.

15/46 To Consider Street Light Audit Repairs/Cleaning:

Councillor Walsh said the Council needed to have a strategy for the replacement and positioning of its street lighting – in effect the Council needs to review which lights are still needed and which not.

There was general discontent with the current street lighting contractor as it appeared that some of the wiring and box issues could have been repaired during normal quarterly maintenance. Councillor Bingham agreed to contact an alternative contractor, Pearce and Kemp. Clerk to make enquiries about any other possible contractors.

Councillor Walsh pointed out that a national survey street lighting had been carried out and suggested that the results of this were looked at before the Parish Council made any definite decisions; also there is to be a street lighting conference later this year.

15/47 To Consider Any Play Area Matters:

Nothing to report.

15/48 To Consider Any Cemetery Matters:

Nothing to report.

15/49 Report from the Town Houses Investment Working Party:

Councillor Bingham reported that the Council had £100,000 on deposit with Barclays in an interest bearing account. It has been suggested that some of this is spent on improving some of the Council's assets eg the street lighting and car park on the Common, and that the interest earned on the balance be used for community led projects. It was agreed that Councillor Bingham should insert an item about this in the Parish News and a first version has been circulated. Councillor Walsh advised Councillor Bingham of some suggested amendments to the article. Councillor Bingham will now amend the article and circulate to Councillors before arranging for publication.

15/50 Parish Council Notice Board at Lovells – Discussion of Replacement and Resiting

It was agreed that the Notice Board should be more central in the village, possibly on the Green opposite Lovells. The Clerk was asked to write to the High Bailiff's Trust to enquire if the trustees would be willing to let the Council do this and if it would be willing to contribute financially to the purchase and instalment. It was suggested that the notice board had two sides, one for the Parish Council and one for the use of the residents. An alternative location is in front of the Market Cross (also High Bailiff's Trust) – both locations would make the Market Cross board redundant.

15/51 Updating Emergency Plan/Emergency Co-ordinator:

It was discussed how the plan was out-of-date and how the County and District Councils have their own plans that include the towns and villages in the County.

Councillor Walsh suggested that the Council scrap the Emergency Plan and that the idea of 'Street Wardens' should be re-investigated. Councillor Bingham proposed that the Village Emergency Plan should be withdrawn, this was seconded and unanimously agreed by all Councillors.

It was agreed this this matter should be brought up at the Annual Parish Meeting under an agenda item entitled 'Neighbour Awareness'.

15/52 To Receive Items of Correspondence:

Amethyst Horticulture Leaflet
Clerks and Councils Direct March 2015
CD from Urbanscape
Leaflet from Wicksteed Playgrounds
Leaflet from HAGS SMP
Leaflet from Action Play and Leisure
Letter from Mazars (External Auditor) advising change of office to Durham
Copies of request for a copy of the revised Full Register of Electors – there are enough copies for one each
Letter from Magpas Helimedi of Huntingdon requesting financial support for this medical charity which provides emergency cover

15/53 To receive items for the next agendas:

Parish Council Meeting:
Street Lighting
Common Issues

Annual Parish Meeting:
'Neighbour Awareness'

15/54 To confirm the date of the next Parish Council and Annual Parish Meeting as 14th April 2015:

Confirmed.

There being no further business the meeting closed at 8.45pm.

Signed by K Hobley 14.04.2015