

NEW BUCKENHAM PARISH COUNCIL

Minutes of a meeting of New Buckenham Parish Council at the Village Hall, Moat Lane, New Buckenham on Tuesday 13 February 2018 7.30 -8.55pm

Present: Cllrs Karen Hobley (Chair), Andrew Bingham, Don Crossman, Mary Manning

Also in attendance: Mr T Wenman (Clerk), District Cllr Adrian Joel, Two members of the public

1718/95 Apologies were received and accepted from Cllrs Bella Chirodian, Mary Dowson and Steve Highton

1718/96 Minutes: It was **resolved** that the Minutes of the Council Meeting held on 9th January 2018 be signed as a correct record

1718/97 Matters Arising: There were no matters arising not covered elsewhere on the agenda

1718/98 Declarations of Interest: There were none

1718/99 Street Lighting Project

The Council considered the Clerk's report on the street light fixed to Dial House, which identified a shortfall in the annual reimbursement to Mr and Mrs Elvin for the cost of the electricity for that light which, unlike the other Parish Council lights was wired into the domestic power supply of Dial House. Mr Elvin confirmed that the annual payments had commenced in 2010. On that basis, the cumulative shortfall up to the end of March 2018 was estimated at £59.57. Mr Elvin, who was present at the meeting, confirmed that this would be acceptable.

It was, therefore, **resolved** that a one off payment of £59.57 be made to Mr and Mrs Elvin in recognition of the cost of electricity supplied to the Council's street light since April 2010.

With regard to the glare from the street light opposite Mrs Highton's house, the Clerk agreed to meet with Mrs Highton on site to establish details for passing on to TT Jones with a view to providing shielding for the light.

1718/100 Public Participation It was **resolved** to adjourn the meeting to allow public participation including:

- a. Parishioners' Comments & Questions – there were none

b. District Councillor Report

Cllr Joel briefed members on the timetable for the Examination in Public of the Breckland Local Plan 2011-2036, which started on 10th April 2018.

Breckland Council expected the revised version of the Attleborough SUE (Sustainable Urban Extension) to be available in about 6-8 weeks. There would then be a 4 weeks consultation to those who had commented on the original plan, before it went to committee.

The Norfolk Waste Partnership had issued a reminder to Norfolk residents not to put nappies in their recycling bins because of the health hazard and because it renders the other recyclables in the bin unusable.

c. Parish Councillor Report

Cllr Bingham raised the issue of potholes in and around the village, which appeared to be on the increase recently. The Clerk agreed to email Highways to ask for an update on this issue, copied to County Councillor Askew.

1718/101 Financial Matters

- a. Councillors noted the Clerk's receive a financial report to 31 January 2018
- b. **Resolved:** To approve (or where appropriate note) the following payments:

Payments List Feb 18 for approval

Payments marked DDR or STO are for information only

* indicates payment authorised and signed since the last meeting. (see below)

	Sum of Net	Sum of VAT	Sum of Gross expenditure
20/01/2018			
HMRC			
Income Tax Payments October- December 2017			
101952*	243	0	243
22/01/2018			
CPRE			
Membership fee 2018			
DDR	36	0	36
28/01/2018			
T Wenman			
Regular salary less tax			
STO	243.96	0	243.96
13/02/2018			
EON			
street lights electricity January 2018			
DDR	18.98	0.95	19.93

Norfolk Pension Fund

Pension Contributions January

101954	117.91	0	117.91
--------	--------	---	--------

T Wenman

Clerk Additional hours + expenses January 2018

101953	101.85	0	101.85
--------	--------	---	--------

CB Wright & Associates

Consultancy work - Neighbourhood Plan

101955	500	0	500
--------	-----	---	-----

S Elvin

Dial House light electricity back- payment

101956	59.57	0	59.57
--------	-------	---	-------

Grand Total	1321.27	0.95	1322.22
--------------------	----------------	-------------	----------------

* The payment to HMRC was omitted in error from the payments list on 9 January 2018
After consultation with the Chair a cheque was duly signed on 20/1/18 to meet the payment
deadline of 22/1/18.

1718/102 Planning

Councillors considered a response to planning application 3PL/2018/0069/HOU & 3PL/2018/0070/LB: Internal Alterations with Single Storey Rear Extension and Erection of Garage: The Beams, King Street New Buckenham

It was **resolved** to register an objection to the application. Although the alterations to the house were acceptable, it was considered the garage as designed was clearly capable of being used as a separate dwelling.

1718/103 Neighbourhood Plan

It was noted that a grant of £4140 has been received from Groundwork UK (Locality) towards costs relating to the Neighbourhood Plan. Cllr Manning gave a brief update on progress with the Neighbourhood Plan. She confirmed that the grant received was made up of £3925 for consultancy costs and £60 for room hire for focus groups (which were taking place on 26 February and 5 March).

It was also proposed to have a village meeting on 28 April 2018 to look back on progress on the first year of the project.

1718/104 Amenities :

- a. Cemetery – Cllr Bingham agreed to produce more usable drawings from the topographical survey of the cemetery and allotments for the next meeting
- b. Allotments. The allotments were now full again, with a full complement of active allotment holders.
- c. Closed Churchyard. It was agreed the new management plan for the closed churchyard needed to be incorporated within the maintenance contract with Broadland Tree Services

- d. Play area. It was not clear whether the pressure washing of the play equipment discussed last year had been carried out, but it was agreed that it needed to be done on a yearly basis, probably in mid-March
- e. Cricket Pitch and Grounds Maintenance
The Clerk had been discussing the grounds maintenance contract with Phil Anderson of BTS, with a view to calculating a more realistic level of rental to charge the cricket club. The Council's view was that it should pay for a basic level of grass-cutting of the cricket pitch (twice a month during the season, with the Cricket Club being responsible for paying directly for any additional cuts required. The Clerk agreed to circulate detailed proposals to Councillors before sharing them with BTS.

1718/105 Projects –

- a. Community Car Scheme
This was continuing to be well supported, with 12 drivers now being available.
- b. Notice Board
There was a discussion about what to do with the empty board on one of the three sides of the notice board. Cllr Bingham agreed to investigate the policy of having an attractive Village Map drawn up for placing on the board.

1718/106 Correspondence

Councillors noted correspondence received by post and email since the last meeting

1718/107 Clerk

Councillors considered a report on the Clerk's Hours and expenses. It was agreed in principle to raise the hours to 9 hours per week to reflect the actual level of activity required, but to defer a final decision to the next meeting to enable clarification of the activity log and to consider the pay and expenses proposals as a package.

Councillor Karen Hobley

Chair