

STOW BEDON & BRECKLES PARISH COUNCIL

11 September 2016

Members of the public are invited to attend a Meeting of Stow Bedon & Breckles Parish Council to be held in Caston Village Hall, The Street, Caston, NR17 1DD, on Monday, 19 September 2016 at 7.30 p.m. for the purpose of transacting the following business.



Julian Gibson

Clerk to the Council

The Jays, Watton Road, Wretham, Thetford, NORFOLK IP24 1QS (01953 499980)

Agenda

1. **To consider accepting** the reasons for any apologies for absence.
2. **Declarations of interest** in items on the agenda. Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate in the whole of an agenda item in which they have an Interest. In the interests of transparency, Members may also wish to declare any other interests they have in relation to an agenda item, in support of the seven Nolan Principles, namely Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.
3. **To consider** any applications made by Members for a dispensation to allow them to participate in and vote on an agenda item in spite of a Disclosable Pecuniary Interest.
4. **Public participation session.** The Council's Standing Orders allow members of the public to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. This session should not exceed 20 minutes, and members of the public are requested to keep their comments brief. Please note that the Council is unable to make a decision binding in law at this meeting unless the item is already included on the published agenda. It can, though, place the matter on the agenda for discussion at a future meeting.
5. **To confirm** and **sign** the minutes of the Meeting held on Monday, 18 July 2016.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [4 Minutes of 20 June 2016] **Highway matters.** County Councillor Ian Monson has spoken with the NCC Highways Engineer about the Pingo Trail lay-by, but with no success. He is now hoping that the Norfolk Trails department will commit to undertake some more work. Cleaning the drainage gullies at Church Cottage has been programmed, but that has been said before. The Department was unable to locate any damage to the verge near Shropham Hall, nor been able to find a missing sign at Spinney Corner.
7. **To receive** Correspondence (pre-circulated).
 - 7.1. Silson Communications: *BWSC East Anglia Limited - Snetterton renewable Energy Plant.*
 - 7.2. Barclays Bank Plc: *Your Community Account Statement - 1-29 July 2016.*
 - 7.3. Barclays Bank Plc: *Your Active Saver Account Statement - 1-29 July 2016.*
 - 7.4. Breckles Parochial Church Council: *Letter of thanks for grant.*
 - 7.5. The Wayland Partnership Development Trust: *A Place for Nature in your Community?*
 - 7.6. Barclays Bank Plc: *Your Community Account Statement - 30 July - 31 August 2016.*

- 7.7. CPRE Norfolk: *URGENT - Norfolk and Suffolk Devolution Consultation*.
- 7.8. Norfolk Citizen's Advice: *Appeal letter*.
- 7.9. *Clerks & Councils Direct* - September 2016.
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
 - 8.1. **3PL/2016/0901/F: Waters Edge, Mere Road, Stow Bedon**. Application for Erection of bespoke energy efficient house and garage. **To note** that the Clerk has objected on behalf of the Council.
 - 8.2. **3PL/2016/0892/F: Waters Edge, Mere Road Stow Bedon**. Application for Erection of two single story 2 bed dwellings and one 3 bedroom single storey dwelling with integral cart lodge accommodation. **To note** that the Clerk has objected on behalf of the Council.
 - 8.3. **3PL/2016/0371/F: Moat Farm Caravan and Camp Site, Low Road, Breckles**. Erection of dwelling. Planning Permission dated 29 July 2016.
 - 8.4. **3AG/2016/0005/A: Whews Farm, Caston**. Erection of agricultural building (permitted development). Notice dated 9 June 2016 that no prior permission is required.
 - 8.5. **3PL/2016/1004/LU: Oakglen, Caston Road, Stow Bedon**. Application under Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) to Construct hard standing base & erect steel framed storage building.
9. **To receive** a report from Councillors Hayward and White about the Breckland Local Plan Working Group meeting and its outcome, and to consider the impact on the parish and any resultant action the Council should take.
10. **To receive** a report on the progress of the Village Appraisal.
11. **To consider** a proposal from Councillor Jessett that the agreed a dog waste bin be placed on the verge of Mere Road adjacent to the entrance to the public footpath Stow Bedon FP1 leading to Waters Edge.
12. **To receive** a letter from CPRE Norfolk headed *Join us in opposing damaging new housing targets*, and to consider giving support to their campaign to ensure that no new sites are allocated for house building in revised local plans to 2036 until all existing allocations in current core strategies have been developed.
13. **To receive** the External Auditor's report for the year ended 31 March 2016. This confirmed that nothing has come to the External Auditor's attention giving cause for concern. However, under "Other matters" the Auditor points out that general reserves compared to annual precept and expenditure are high, and that the Council has no powers to hold revenue reserves for general purposes and should consider earmarking funds for specific purposes. The Clerk has protested, pointing out the cost of a contested by election (which could happen at any time) or purchase of a minor item like a park bench would wipe out the reserves completely. He also questioned why Mazars had not telephoned to discuss this, as they have done in previous years, but had instead published their criticism of the Council's management of the accounts to the world. Finally, he pointed out that rather than quoting the total expenditure in the figure they were comparing with the Council's reserves, they had omitted the "Staff costs" and quoted only the "All other payments" figure. Mazars has confirmed that they do usually telephone to discuss reserves before making a suggestion and their manager has said that he has advised the team involved accordingly. He has also confirmed that the he is willing to have the payments amount corrected, but will not withdraw the comment.
14. **To receive** confirmation from the Chairman that he has carried out an Annual Appraisal of the Clerk's performance, assessing it as being fully satisfactory, and **to agree** his recommendation that, in accordance with his contract, w.e.f. 20 September 2016 he is awarded an additional Spinal Column Point to take him to SCP 21, which would increase his pay rate by 36.4p/hour or £87.36 p.a., making the total salary £2,487.12 p.a. This increase is within the planned budget.

15. Finance.

15.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £698.81 (salary for 1 July 2016 to 30 September 2016: £602.61; Mileage Allowance Payment for 11 June 2016 - 1 September 2016: £96.20).

15.2. **To approve** payment of £23.12 (Postage & Telephones) to the Clerk as reimbursement for items paid on behalf of the Council for 11 June 2016 to 1 September 2016.

15.3. **To approve** payment of £12.50 to Norfolk Association of Local Councils, being this parish's share of the cost of the Clerk attending the Autumn Conference on 10 November 2016.

15.4. **To receive** the Monthly Financial Report.

16. **To decide** on any matters for consideration at next meeting.

17. **To confirm** the date of the next meeting as Monday, 17 October 2016, at 7.30 p.m., in Caston Village Hall.

Scheduled future Meeting dates:

Monday, 17 October 2016

Monday, 12 December 2016

Monday, 20 February 2017

Monday, 14 November 2016

Monday, 16 January 2017*

Monday, 20 March 2017

*If needed