

STOW BEDON & BRECKLES PARISH COUNCIL

9 February 2020

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, 17 February 2020 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)

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, 16 December 2019.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [10, Minutes of 18 November 2019] **Defibrillator.** The application to Awards for All has now been submitted. A decision should be available by 3 June 2020.
 - 6.2. [4.4] **Hedge partially obscuring exit from Low Road to A1075.** The Clerk has heard from the householder who has given his consent for the hedge on the verge side of his fence to be cut back by Councillor Pilkington, as offered.
 - 6.3. [11] **Meeting dates.** **To note** that it had been necessary to move the October meeting to Monday, 19 October, and the December one to Wednesday, 16 December.
7. **To receive** Correspondence (pre-circulated or available at the meeting).
 - 7.1. Norfolk Constabulary: *All Saints & Wayland newsletter* - December 2019.
 - 7.2. Norfolk Constabulary: *Breckland District Community Speedwatch Monthly Returns* - December 2019
 - 7.3. Breckland Council Planning Enforcement: *Brookside Farm - Unauthorised Development.*
 - 7.4. Mr M Ripley: *Planning Application Information 3AG/2019/0023/AG.*

- 7.5. *Clerks & Councils Direct* - January 2020.
- 7.6. Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 31 December 2019.
- 7.7. Barclays Bank Plc: *Your Community Account statement* - 30 November - 31 December 2019.
- 7.8. Barclays Bank Plc: *Your Active Saver Account statement* - 30 November - 31 December 2019.
- 7.9. The Pensions Regulator: *Use our re-enrolment duties tool now*.
- 7.10. Norfolk Constabulary: *All Saints & Wayland Newsletter* - January 2020.
- 7.11. Came & Company: *Pre-Renewal Message*. The Clerk has confirmed that all is in order.
- 7.12. AXA: *Your policy schedule*.
- 7.13. AXA: *Certificate of Employers' Liability Insurance*.
- 7.14. AXA: *Policy Summary*.
- 7.15. AXA: *Your statement of fact*.
- 7.16. AXA: *Changes to Council Combined Policy*.
- 7.17. Came & Company: *Statement of Demands and Needs*.
- 7.18. Came & Company: *Comparison sheet*.
- 7.19. SAM2 Co-ordinator: *Monthly report*.
8. **To receive** an email from the Caston Village Hall Treasurer regarding a reviews of hire charges, which proposes increasing the charge to £10.00 per session from 1 April 2020 (currently £5.00), and **to consider** any action as a result.
9. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
- 9.1. **3AG/2019/0020/AG: Honeypot Estate, Spring Lane / Mere Road Junction, Stow Bedon.** Hay/Straw Storage Barn (Agricultural notification). **To note** that, after consultation with members, the Clerk responded using delegated powers saying that the Council would have expected to see some supporting evidence from the farm books, and that they repeat that they have not seen livestock on the land from the adjacent highways. Also **to receive** notice that Prior Approval is Refused dated 3 February 2020.
- 9.2. **3PL/2019/0928/O: Infill plot adjacent Gay Dene, Lower Stow Bedon.** 3 Single Storey Dwellings with parking lodge. To note that this application was withdrawn on 28 January 2020.
10. **To receive** confirmation from the Chairman that he has carried out an Annual Appraisal of the Clerk's performance, assessing it as being highly satisfactory, and **to agree** his recommendation that, as a result, w.e.f. 20 September 2019 he is awarded an additional two Spinal Column Points to take him to SCP 16, which would increase his pay rate by 48p/hour (£152.64 p.a.), making the total salary £3,863.70 p.a.
11. **Finance.**
- 11.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £1,053.45 (back pay for pay increase for 20 September to 31 December 2019: £42.82; salary for 1 January 2020 to 31 March 2020: £965.93; payment for use of home as office: £13.50; Mileage Allowance Payment for 9 December 2019 - 10 February 2020: £31.20).
- 11.2. **To approve** payment of £50.00 to Caston Village Hall, being payment for the hire of the Hall for Council Meetings from 1 January 2019 to 31 March 2020 (10 meetings). Note: if no meeting is held next month, the charge will be carried forward and credited next year.
- 11.3. **To approve** payment of £341.20 to Came & Company, being the annual premium for renewal of the Council's insurance policy, or alternatively **to approve** payment of £330.00 for the first year of a 3-year fixed agreement. **Note:** for the past 3 years the insurance provider has been Hiscox, but Came & Co recommend changing to Pen

Underwriting Limited, via AXA, which has provided an identical quote for what is marginally better cover.

11.4. **To receive** the following credit: Barclays Bank Plc: £13.60 Interest - 31 December 2019.

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

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

13. **To confirm** the date of the next meeting as Monday, 16 March 2020 at 7.30 p.m., in Caston Village Hall.

Scheduled future Meeting dates:

Monday, 16 March 2020	Monday, 17 August 2020*	Wednesday, 16 December 2020
Monday, 20 April 2020	Monday, 14 September 2020	Monday, 18 January 2021*
Monday, 18 May 2020**	Monday, 19 October 2020	Monday, 15 February 2021
Monday, 15 June 2020	Monday, 16 November 2020	Monday, 15 March 2021
Monday, 13 July 2020		

*If needed

** Annual Parish Meeting & Annual Meeting of the Parish Council