

# STOW BEDON & BRECKLES PARISH COUNCIL

Minutes of a Meeting of Stow Bedon & Breckles Parish Council on Monday, 16 February 2015 at 7.30 p.m. in Caston Village Hall.

**Present: Councillors: Phil Childs (Chairman), Paul Howe, Dawn Jessett, John Morfoot, Lee Pilkington, Jonathan White. Julian Gibson (Clerk)**

*There being no urgent business to discuss, the meeting scheduled for 19 January 2015 did not take place.*

**1 Apologies for absence.** None.

**2 Declarations of interest.** None.

**3 Dispensations.** None.

**4 Public participation session.**

4.1 **Breathing new life into St Botolph's.** Mrs Machorton updated the Council on this very important campaign, explaining that they were keen to receive suggestions as to possible ways the church could be used in future. She also said that they would need to install a water supply to the church, and was looking for somebody to help with this. District Councillor Phil Cowen, who was present, offered his services. Finally she mentioned that Mrs Morfoot, the correspondent for *The Waylander* for Breckles was going to resign this post soon, and so a replacement was being sought.

4.2 **Norfolk County Council matters.** Councillor Ian Monson said he had come straight from an all-day meeting of his council at which eventually the budget had been agreed and the Council Tax rate set, with no change from last year. He said that central government had agreed a grant of c. £150m over the next five years for work on the highways, and so he hoped standards would be brought back to the standard achieved some years ago, including work on restoring Peddars Way.

4.3 **Breckland District Council matters.** Councillor Phil Cowen said that his Council now had a balanced budget for the next three years, and was going to make no change to its Council Tax. He then welcomed the Planning Inspector's dismissal of the TNP appeals, although this was only partly good news as they might manage to get a good deal of what they want via the Permitted Development regulations. However, he felt that the implications of this decision should help with the Watering Farm applications, which were yet to be determined. He also said he had attended a meeting with the NCC Highways at which they agreed to work out the cost of restoring and maintaining that section of Peddars Way at the level it was before these two developments. They will also consider the cost of metaling that section of the road, with a footway, and maintaining it at that level. They could then ask for this to be paid for by the developer as a condition should Breckland be inclined to grant permission.

4.4 **General Highway matters.**

4.4.1 **B1111 past Breckles Church.** Councillor White reported that the reshaping of the road surface had taken place, and this was now directing surface water into the gully. However, the two gullies further southwards have still not been unblocked, although this was promised to be done either directly before or directly after Christmas. The Clerk said he would chase Highways. Councillor White also reported that a lorry travelling southwards had mounted the verge, going over six feet into it, and continued on without stopping. Clearly had anybody been walking on that verge they would have been seriously injured.

4.4.2 **B1111 Spinney Corner.** Councillor Howe raised the matter of water on the road at this point, where there had been a fatal accident in August 2013. This had been raised with Highways after the December meeting, and something was being done, although the water was still flooding over the road. Councillor Monson said he would speak with the Highways Engineer to see if some traffic calming measures would be appropriate at this point, and ask him to consider a speed limit on the whole section of the B1111 from the A1075 junction.

4.4.3 **Damaged signs.** Councillor Howe reported that a keep left sign on the traffic island at the junction of the A1075 and B1111 and a 30 mph speed limit sign at the west end of Lower Stow Bedon had been knocked down. The Clerk undertook to report this.

**5 Minutes.** The minutes of the meeting held on Monday, 15 December 2014 were **confirmed** and **signed**.

**6 Matters arising.** [9, Minutes of meeting on 23 October 2014] **Parish Name.** The Council's request for the name of the Parish to be changed to Stow Bedon & Breckles went to Breckland Council's General Purposes Committee on 4 February, with a recommendation that an Order to effect the change of name be made. (**Post meeting note:** The Committee had agreed with the officer's recommendation. This now needs to go to Council to make the Order.)

**7 Correspondence.** The following correspondence was **received**:

7.1 Norfolk County Council: *Stay warm and well this winter.*

7.2 Breckland Council: *Breckland Master Gardener - a volunteer opportunity for 2015.*

7.3 Norfolk Constabulary: *Parish/Ward Crime Statistics - 1-30 November 2014.*

7.4 Norfolk Constabulary: *50:50 match funded PCSO Scheme.*

7.5 Department for Communities and Local Government: *Transparency code for smaller authorities.* The Clerk explained that, although initially this Code would be voluntary, the Government had indicated that it intended to make it mandatory for councils with a turnover not exceeding £25,000 for the next financial year if they wished to be exempted from routine external audit. The Code details the information that the Council must publish either on its own website or on that of its district council, and this includes all items of expenditure above £100.

7.6 Came & Company: *A Councillor's Guide to Council Insurance.*

7.7 Aviva: *Local Council Insurance Scheme Quotation documents.*

7.8 Norfolk Association of Local Council: *Norfolk Link - December 2014.*

7.9 New Anglia Growth Hub: *Free face-to-face business support now available with New Anglia Growth Hub.*

7.10 Rural Housing Alliance: *Re: Affordable Rural Housing / New Guide for Parish Council and Current Concerns.*

7.11 Norfolk Association of Local Councils: *Norfolk ALC Members Survey 2014.*

7.12 Elysian Associates: *"VAT is a simple tax".*

7.13 Barclays Bank Plc: *Your Business accounts at a glance - 31 December 2014.*

7.14 Barclays Bank Plc: *Community Account Statement - 29 November 2014 - 31 December 2014.*

7.15 Barclays Bank Plc: *Active Saver Account Statement - 1 November 2014 - 31 December 2014.*

7.16 *Clerks & Councils Direct - January 2015.*

7.17 Norfolk Constabulary: *Parish/Ward Crime Statistics - 1-31 December 2014.*

7.18 Breckland Council: *Changes affecting the ability to provide Affordable Housing and Open Space following Central Government revision to Planning Practice Guidance on 28 November 2014.*

- 7.19 HM Government: *The Local Government (Electronic Communications) (England) Order 2015*.
- 7.20 Barclays Bank Plc: *Changes to your Business Customer Agreement*.
- 7.21 Greenfingers Garden Services: *Marketing letter*.
- 7.22 Breckland Council: *Parish Elections - 7 May 2015*.
- 7.23 Breckland Council: *Local Government Election Time Table*. The Clerk reminded the Council that Local Elections were due on 7 May, and that all existing Councillors would cease to hold office on 11 May. He invited members to consider standing for re-election, and will distribute nomination forms to them. The Clerk stressed that any other parishioners interested in being candidates could also contact him for a form.

**8 Vandalism of Telephone kiosk, Mere Road.** The Clerk reported that he had at last received a response from Mr Perry and Miss Hallett, who denied that the culprit was a relative or that they were acting *in loco parentis* at the time of the offence. They did provide the name and address of Miss Robertson, the culprit's mother, and the Clerk had written to her asking for reimbursement. This letter was delivered and 'signed for' on 16 January, but no response has been received.

**9 Planning.**

9.1 **3PL/2014/1166/F: Honeypot Estate, Spring Lane/Mere Road Junction, Stow Bedon.** Erection of 3 bay open fronted tractor and implements shed. Planning Permission dated 15 January 2015 was **received**.

9.2 **3PL/2013/0730/F etc: Traditional Norfolk Poultry, Breckles Farm Site, Land near Breckles Heath, Stow Bedon.** Notice that the Planning Inspector has dismissed all five appeals against the decision of Breckland Council to refuse planning permission. The Planning Enforcement Manager has visited the site and told the Directors of TNP, verbally and in writing, that the Enforcement Notice which was held in abeyance whilst the appeals were determined must now be complied with by 28 April 2015. He has been assured that all unauthorised polytunnels and poultry arcs will be removed, and work will commence this week. TNP does, of course, have the right to erect up to six poultry arcs on the land to the north of the land subject to the Enforcement Notice, so could apply for similar development on the rest of the site. It was **agreed** that the Clerk should write to Breckland Council stressing the implications of the Inspector's decision in the TNP case on the decision the Breckland Planning Committee was due to make regarding Watering Farm

9.3 **3PL/2015/0081/F: Stone Leigh, Cottage Mere Road, Stow Bedon.** Application for Erection of detached cottage style dwelling. It was **resolved** that the Council had no objection.

**10 Financial Regulations.** The Council's Financial Regulations were reviewed, and an amended version was **approved**.

**11 Asset Register.** The Asset Register was **reviewed** and the valuations for insurance purposes **agreed**.

**12 Risk Assessment.** The Council's Risk assessment was **reviewed** and amendments **agreed**.

**13 System of Internal Control.** The Council **reviewed** its system of internal control.

**14 Finance.**

14.1 **Insurance.** It was **resolved** that cheque number 100658 for £389.49 to Broker Network Limited be signed, being the premium for renewal of the Aviva insurance policy arranged through Came & Co. for 1 February 2015 to 31 January 2016. This is the second year of a three year fixed agreement. (*Local Government Act 1972 s. 111 & 140(1)*)

- 14.2 **Publications.** It was **resolved** that cheque number 100659 for £23.00 to SLCC Enterprises Limited in settlement of invoice no. 116195 for purchase of *Governance and Accountability in Local Councils - a Practitioners' Guide (England)*. (*Local Government Act 1972 s.111*)
- 14.3 **Stationery.** It was **resolved** that cheque number 100660 for £145.76 (£121.47 + £24.29 VAT) to Viking Direct be signed, in settlement of their invoice no. 107569 for stationery. (*Local Government Act 1972 s.111*)
- 14.4 **Training.** It was **resolved** that cheque number 100661 for £7.50 to Norfolk Association of Local Councils be signed, being this parish's share of the cost of the Clerk attending the Joint Spring Conference on 13 March 2015. (*Local Government Act 1972 s.111*)
- 14.5 **Monthly Financial Report.** The report for the month ending 31 January 2015 was **received**.

**15 Matters for consideration at next meeting.** None.

**16 Next meeting.** The next meeting of the Parish Council, was **confirmed** as **Monday, 16 March 2015** at 7.30 p.m. in Caston Village Hall.

**Confirmed:**

.....

**Phil Childs, Chairman**

16 March 2015

**Scheduled future Meeting dates:**

Monday, 20 April 2015	Monday, 17 August 2015*	Monday, 14 December 2015
Monday, 18 May 2015**	Monday, 14 September 2015	Monday, 18 January 2016*
Monday, 15 June 2015	Monday, 19 October 2015	Monday, 15 February 2016
Monday, 20 July 2015	Monday, 16 November 2015	Monday, 14 March 2016

\*If needed

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