

Old Buckenham Parish Council

MINUTES of the meeting of Old Buckenham Parish Council held on Thursday 1 February 2018 at 7pm in the Village Hall, Old Buckenham

Present: Councillors A Joel, Chairman (also BDC), R Boggia, B Devlin, G Frost (following co-option), J Hicks, S Hornbrook, P Little, S Milner and A Nicholls

In Attendance: A Emms (temporary Parish Clerk)

Also present: Eight members of the public

Minute

Action

17/243 Announcement by the Chairman

The Chairman announced he had received letters of resignation from Councillors J Kemp and P Philips. He explained that there was a statutory requirement to advertise these vacancies and if no election is required then the council could consider co-opting councillors at a future meeting.

17/244 Co-option of new Parish Councillor

The Chairman said that three candidates had applied to be co-opted following the resignation of Councillor Brown. The three candidates - Gemma Frost, Paul Jackson and David Lumb where each given the opportunity to speak for up to three minutes to explain why they wanted to become a parish councillor, identify any areas of the council's activities they were particularly interested in and to highlight what relevant skills and experience they had. Councillors then had an opportunity to ask the candidates questions.

After a secret ballot of councillors' the Temporary Parish Clerk announced that Gemma Frost had been duly elected.

The Chairman congratulated Gemma Frost and after she had made and signed the Declaration of Acceptance of Office, invited her to join the meeting.

The Chairman thanked the unsuccessful candidates for applying and it was highlighted that following the two recent resignations, there would be a further opportunity to put themselves forward again.

17/245 Apologies for absence

There were no apologies for absence although Councillor Nicholls had informed the chairman that he would be arriving late.

17/246 Minutes of the meeting held on 4 January 2018

RESOLVED (with two councillors abstaining), to approve the minutes of the meeting held on 4 January 2018.

17/247 Matters arising from the minutes of the meeting held on 4 January 2018 – for update and information only

Minute 17/236 b) - It was reported that Old Buckenham Pre-school will become part of the Wymondham College Academy Trust in April 2018 and as it would no longer be a charity was not eligible to receive the grant agreed at the last meeting.

17/248 Public participation – relating to agenda items only

A parishioner said that he had been informed that the signs on the dog waste bins were adequate and legal. He suggested that consideration be given to extending the Hargham Road footpath and commented on the poor condition of the parking area on the edge of the green opposite the post office. Councillor Frost was asked to raise these issues at the next meeting of the Village Green Working Party. The parishioner also queried why there were two walnut trees planted close together at the junction of Stacksford Road and the warren as these would surely undermine each other. Councillor Milner explained that he had raised donations to replace the historic walnut tree which had fallen down but a generous local resident had planted one before he had the chance to do so. He decided to plant his as they were prone to failure and if both did take hold the weaker one would be removed and replanted elsewhere. The parishioner said he had suggested previously that the minutes of parish council meetings should include details of actions undertaken by the council to improve communications with parishioners. The temporary Parish Clerk said that the minutes were a statutory record of decisions taken at a meeting. However, the issue of improving communications was a matter being addressed by the council as discussed at the last meeting.

Linda Foulger, secretary of the village hall management committee (VHMC), said that at the recent joint meeting with parish councillors at which more co-operation had been agreed, she had been surprised to find that some councillors were not aware of the VHMC's 'hundred club' draw which was an important fundraiser and also gave parishioners the chance to win cash prizes. The next monthly draw would be held on 7 February and councillors and parishioners could contact her or any VHMC member to enter the draw.

Sarah Dye showed councillors the village green tree map identifying the position of all individual trees on the green. The aim was to update the map with the species of each tree and the names of individuals responsible for each tree where relevant.

17/249 To record declarations of interests not already recorded in the current Members' Register of Interests

Councillor Hornbrook said that she had changed jobs and her new employer would be acting as agents for potential developers within the Attleborough Strategic Urban Extension. She would need to update her register of interests accordingly.

SH

17/250 Update on new Parish Clerk and collection of PC property

The chairman said that three applications had been received for the post of parish clerk.

He had arranged for the collection of parish council property from the previous clerk.

17/251 To consider planning applications and to receive Breckland District Council's decisions made on any planning applications received before the meeting

Planning Application 3/PL/2018/0028/F – Land to the south of Stacksford House.

RESOLVED, with 7 voting in favour and 1 abstention, to support the application.

Planning Applications 3/PL/2017/1367/HOU and 3/PL/2017/1367/HOU – West View, The Green.

RESOLVED with 7 voting in favour and 1 abstention, to support the application.

Councillor Hornbrook said that the examination in public of the Breckland Local Plan would commence on 10 April, 2018 and the parish council had the opportunity to register to appear. A hearing statement would need to be sent by 19 March 2018. She would be able to help prepare the statement but would not be able to attend. The chairman and Councillor Milner said they would like to appear and the chairman would register the intention to appear with the Inspector.

SH

AJ

17/252 Financial matters

The chairman said that he had amended the bank mandate as both previous parish clerks were still named on it. Himself and Councillors Hornbrook and Nichols were the new designated signatories for the bank account.

He expressed gratitude to Mr and Mrs Bishop for their donation of £100 towards the cost of improvements to the driveway in front of their property at Rod Alley Row. It was hoped that other donations might be forthcoming.

a) Payments

RESOLVED to approve the following payments:-

Date	Item	VAT £	GROSS £
1/2/18	A. Emms – fee for servicing January 2018 parish council meeting		50.00
1/2/18	J. Frost – community car		12.60
1/2/18	PMB Co – Christmas lights	60.00	300.00
1/2/18	E. Jolley – community car		88.65
1/2/18	D. Kessler – community car Nov/dec		164.25
1/2/18	A. Franks – Village Green Survey leaflets		55.00

b) *Felling of Beech Tree*

The chairman said that as the tree had fallen down there was no requirement to consider approving a spend to fell the dangerous tree.

d) *Consideration of spending £400 on tagging the trees on the green*

Councillor Devlin suggested that the species of trees could be recorded on a spreadsheet and the village green map and did not consider that spending money on physically tagging each tree was necessary. During discussion it was suggested that tagging would help if parishioners needed to report potential dangerous trees.

RESOLVED, with 4 voting for, 1 against and 3 abstentions, to approve spending £400 with Emerald Tree Services Ltd to supply and fix permanent metal tags on all trees so that they can be recorded and mapped.

17/253 Reports**a) *Chairman's report***

The Chairman referred to the December 2017 minutes and said he had been asked to highlight that the email he had received from Mr Bayfield had been regarding dogs under control and not dogs on leads

He said that there would be a meeting at the church on 20 February 2018 to discuss problems with the thatched roof

b) *District Councillor's report*

The chairman referred to the earlier discussion regarding the public examination of the Breckland Local Plan. Breckland District Council had appointed a Programme Officer and any queries regarding the process or any correspondence to the Inspector should be sent to her:-

Charlotte Brennan, Programme Officer, Examination Office, Elizabeth house, Walpole Loke, Dereham, NR19 1EE. e.programme.officer@breckland.gov.uk

c) *Village Green Management Committee*

A summary report of action completed and proposed had been circulated. The issue of tagging had been discussed earlier in the meeting. The actual and budgeted spend had been as per the 5 year plan.

d) *Road Safety*

Councillor Boggia reported that together with the chairman and Mr Bartlett, she had met with County Councillor Askew to receive an update from him on the parish council's campaign to get a pelican crossing on the main road through the village. County Councillor askew said that the crossing had been included in the county council's list for capital improvements. An assessment was required and he had used some of his budget to enable the assessment to take place early,

hopefully within the following 6 weeks. He had also arranged for 'Road narrows' signs to be put up on Hargham Road.

Regarding the 20mph flashing school sign that the parish council wished to see installed on Abbey Road, County Councillor Askew suggested that an application be made to the Parish partnership fund next year. This would require the council to pay half the cost so this would need to be considered at next year's precept meeting.

e) Play Area

There were no issues to report regarding the play area.

A circular had been received from NALC regarding a serious accident elsewhere that had been caused by a dangerous swing. Councillor Hicks confirmed that the swing in our play area was a different product and ours was safe.

f) Meeting with Norfolk County Council and Chapel Green School re. Footpath No 4

Chapel Road School had agreed to maintain the trees and the footpath to the standard to allow wheelchair use.

In response to comments re the lights along the access road to Chapel Green School, Councillor Milner said that the lights were on timers to come on at dusk and, unless an event was held in the evening, they would go off at 7pm.

There was discussion regarding traffic and the vehicular entrance. Councillor Milner said that he would monitor this.

SM

g) Joint meeting with Village Hall Management Committee

Councillor Hornbrook reported that there had been constructive discussion and sharing of views which had helped provide a better understanding of how the committee worked and the issues it faced. The chairman welcomed these positive discussions and said regular such meetings would be held in the future.

h) Attleborough Development Partnership meeting

It was confirmed that a link road is still expected to be built before any residential development takes place. Adjustments to the plan may mean that the road will not affect land at Bunn's Bank. The committee could not give any assurances that the land remains 'green belt' so pressure will need to continue to be maintained.

17/254 Consideration of requests from the 2000 Trust

a) Use of green for emergency parking for 10K run

RESOLVED, with 7 voting in favour and 1 abstention, to allow the green to be used by the 2000 Trust for emergency parking for the 10K run, subject to any use being supervised by members of the 2000 Trust.

b) Holding a bonfire and fireworks display on the recreation area in November 2018

Councillor Devlin suggested that consideration should instead be given to holding a joint event on the village green. It might be possible with donations and sponsorship to hold a free event for the benefit of the village. If this could not be achieved, then in future years funding could be considered as part of the precept.

RESOLVED :-

- i) with 6 voting in favour, 1 against and 1 abstention, to agree in principle to a bonfire and fireworks event being held by the 2000 Trust on the recreation area in November 2018 subject to more details, including safety aspects, being received
- ii) unanimously, to consider at a future meeting, the possibility of holding a joint event between the parish council and the 2000 Trust

17/255 Annual General Meeting

RESOLVED to :-

- i) hold the Annual General Meeting on 13 April 2018 commencing at 7.30pm at the Village Hall
- ii) ask all parish councillors to identify potential guest speakers and to consider this at the next meeting. **ALL**

17/256 Village Handy person

RESOLVED with 8 voting in favour and 1 abstention to accept Mr Ian Kerridge as a village handyman at a rate of £20 for the first hour and £15 per hour thereafter.

17/257 Highways – Request from a resident to consider moving the flashing 20 mph sign from the green to just before the entrance to Chapel Green School and increasing the width of the entrance to the school to allow lorries to turn in safely.

During discussion parish councillors said that measures that would slow down traffic entering the village from the Attleborough direction would be welcome. The matter had been raised with County Councillor Askew who believed that a sign before the Chapel Green school would be too far away.

Councillor Hicks suggested that rather than moving the existing sign an additional 'school' warning sign be considered, possibly through an application for parish partnership funding. This was supported by Councillor Frost who herself had experienced a 'near miss' from a speeding car near the Gamekeeper PH.

Councillor Milner suggested asking the new school to contribute and added that any requests made for new signage would be more likely to succeed if backed up with data re traffic volumes and speed.

RESOLVED to consider this matter further after more data had been gathered once the new school was in full use after easter.

17/258 Appoint a trustee to the Eleemosynary Trust

RESOLVED to appoint Councillor Hicks as the parish councillor trustee on the Eleemosynary Trust

17/259 To receive agenda items for the next meeting

Items already identified earlier in the meeting included:-

- Guest Speaker for the AGM

Councillor Boggia handed in her resignation from the parish council. She was sorry to do so following other recent resignations but had no choice as she would no longer be resident in the village and would therefore not qualify as a parish councillor. The chairman said he was sad to hear that. A notice of the vacancy would need to be posted.

17/260 Date of next meeting

RESOLVED to hold the next meeting on 1 March 2018 commencing at 7.30pm at the village hall.

17/261 Part 1 of Schedule 12A to the Local Government Act 1972 provides for the press and public to be excluded from meetings when certain confidential or “exempt” information is to be considered.

RESOLVED to exclude the public from the remainder of the meeting to discuss personnel matters.

17/262 Personnel Matters

Confidential personnel matters were discussed.