

Old Buckenham Parish Council

MINUTES of the meeting of the Old Buckenham Parish Council held on Thursday 5 April 2018 at 7.30pm in the Village Hall, Old Buckenham

Present: Councillors A Joel, (Chairman), B Devlin, G Frost, J Hicks, P Little, A Nichols and S Milner.

In Attendance: A Emms (temporary Parish Clerk)

Also present: Thirteen members of the public

Minute		Action
17/281 Tom Johnson	<p>The chairman said that since the last meeting Tom Johnson had passed away. Tom was a councillor for a number of years and kept reminding us he was there if we missed him out to speak. Tom represented the council on the Village Hall committee and made a big contribution to Health & Safety issues.</p> <p>The Parish Council then observed a moments silence in memory of Tom Johnson.</p>	
17/282 Co-option of parish councillor	<p>The chairman said that the deadline for submitting applications for one of the vacancies of parish councillor having passed, only one application had been received from Lauren Wiseman. It was unfortunate that she had been unable to attend the meeting and would need to make the formal declaration of acceptance of office in due course.</p> <p>RESOLVED, unanimously, to co-opt Lauren Wiseman as parish councillor</p>	AJ
17/283 Apologies for absence	<p>None</p>	
17/284 Minutes of the meeting held on 1 March 2018	<p>RESOLVED to approve the minutes of the meeting held on 1 March 2018.</p>	
17/285 Matters arising from the minutes of the meeting held on 1 March 2018 – for update and information only	<p>None</p>	
17/286 Public participation – relating to agenda items only	<p>A parishioner said that he was attending to support his planning application for Homestead, The Green. Approval had already been given for the erection of a dwelling which would be sited towards the rear of the property and this Reserved Matters application related to the final design.</p>	

A parishioner who lived in Barbers Yard commented on how well organised the Two Wheel Tuesday event was. It was run efficiently and safely and although he was one of the closest residents to the Ox and Plough PH and the site of the event, he had no issues about it.

A parishioner said she was concerned about the Two Wheel Tuesday event. As a nearby resident she had not been asked if she was happy about it or not and she queried the benefit it brought to the village. She said there was noise pollution and fumes and the event this week had not been marshalled. She said that there was a danger to people and pets on the highway and queried if there was public liability insurance in place.

A parishioner welcomed that Two Wheel Tuesday was carrying on this year. He said he was pleased to see the Green being used and appreciated by so many people. Regarding public participation at meetings, he believed that there should be provision for the public to raise any matters of concern and not be limited to commenting only on items that were on the agenda.

A parishioner said he believed that Two Wheel Tuesday was a massive asset to the village. He queried whether the police had been contacted regarding the event and if they were happy with the way it was organised.

The Landlord of the Ox and Plough PH said that he had public liability insurance which covered Two Wheel Tuesday and would be happy for anyone to see details of. He said that the event this week had been cancelled due to the Green being waterlogged. Some bikers did turn up who had not been aware that it had been cancelled. There were five stewards in attendance so it was not correct to suggest that it had not been marshalled.

A parishioner said that he did not believe that his concerns regarding the requirement for dogs to be under control on the Green and the legality of the signs on the bins had been adequately addressed. The Chairman said he would respond under his report later in the meeting.

17/287 To record declarations of interests not already recorded in the current Members' Register of Interests

The Temporary Parish Clerk said that Councillor Devlin had declared a Disclosable Pecuniary Interest in Two Wheel Tuesday which was a substantive item on the agenda for this meeting. As the host of the event only he could provide information to the council on some of the detailed arrangements in place and he had therefore submitted a request, under paragraph 13 (d)-(h) of the Parish Council Standing Orders, to take part in discussion on this item and anytime it is discussed in the future within the next 4 years. The application met the required criteria and had therefore been granted.

17/288 Update on new Parish Clerk and councillor vacancies

The chairman said that there were still three vacancies for parish councillors. The statutory notices would be advertised again. If any members of the public were interested in applying they could contact him if they required more information.

Councillor Little said interviews for the position of parish clerk had been held and a formal offer would be made shortly.

PL

17/289 To consider planning applications and to receive Breckland District Council's decisions made on any planning applications received before the meeting

- a) Planning Application 3/PL/2018/298/L – Firfields, Fen Street: Certificate of lawfulness re proposed extension.

RESOLVED, unanimously, not to submit a view.

- b) Planning Application 3/PL/2018/0195/D – Homestead, The Green: Erection of dwelling and garage (Reserved Matters)

RESOLVED, with 6 voting in favour and 1 abstention, to support the application.

- c) Planning Application 3/PL/2018/0181/HOU – East View, Attleborough Road: Extension to garden store

RESOLVED, with 5 voting in favour and 2 abstentions, to support the application.

- d) Planning Applications 3/PL/2018/0151/HOU and 3/PL/2018/0151/LB – Dairy Barn, Cake Street – internal alterations

RESOLVED to note that these applications had already been approved by Breckland District Council

- e) Planning Application 3/PL/2018/0300/R – Whitehands Farm, Stacksford: variation of condition 2 of planning approval 3PL/2016/0376/f to allow parking of additional vehicle.

RESOLVED, with 5 voting in favour and 2 abstentions, to support the application.

- f) Planning Application 3/PL/2018/0010/F – Peacehaven, 29 Fen Street: Extension to existing property to form snug/dining room

RESOLVED, with 6 voting in favour and 1 abstention, to support the application.

17/290 Financial matters

a) Financial Report

RESOLVED to note :-

- i. Current account balance - £33,529.45Cr
- ii. Premium account balance - £2,873.20Cr
- iii. That £500 had been received from the Green Rights Holders in respect of a wayleave

b) Payments

RESOLVED unanimously to:-

i. approve the following payments:-

Date	Item	VAT £	GROSS £
5/4/18	Rip Blast re Village Sign	12.00	72.00
5/4/18	D.Kessler – Community Car		122.40
5/4/18	E. Jolley – community car		54.00
5/4/18	A. Emms – servicing March 2018 parish council meeting		50.00
5/4/18	NALC Subscription		236.86
5/4/18	Spanglefish – Annual charge re website		29.95
5/4/18	Anglian Water		10.92
		Total	576.13

ii. note that the precept grants to the following organisations totalling £2301.57 agreed at the January, 2018 meeting had been paid on 5 April 2018:-

New Buckenham Junior FC; Senior citizens xmas party; Old Buckenham WI; Fete Committee; Monday Mardle Group and Old Buckenham Cricket Club

c) Signatory on bank accounts

The chairman said that a recent councillor resignation meant that a new signatory was required on the parish council bank accounts.

RESOLVED unanimously to appoint Councillor Hicks as a signatory on the parish council bank accounts

d) Accountant

The Chairman said that as the council currently did not have a permanent parish clerk, support was needed to prepare the year end accounts.

RESOLVED, unanimously, to appoint Donna Oakley, Gemini Accounting Services to check and complete the year end accounts.

17/291 Confirm fee for Ox and Plough for benches and use of designated area of green for 2018/19.

RESOLVED to agree a fee of £500, payable in two instalments of £250, for the Ox and Plough for benches and the use of the designated area on the green.

17/292 Reports

a) Chairman's report

The chairman thanked Councillor Nichols for carrying out his role as Vice Chairman and chairing the March meeting and finishing in record time of one hour!

Although not in attendance, he formally welcomed Lauren Wiseman to the parish council and hoped that she enjoys her time as a councillor.

On the matter of dogs, the parish council has considered and discussed the matter of dogs being on leads and under control whilst on the green and has provided further bins around the green for dog waste. On each of these bins there is a sign, as used by the National Trust, requesting that owners clean up after their dogs and keep them on leads. This is purely an advisory or a request as we would have no intention of trying to police this, in the same manner that many public spaces and open access areas request it but are unable to police it.

Furthermore, there is a legal requirement for owners to have their dogs under control in any area, not just on the green, and this puts any liability squarely with the dog owner should any incident occur. This being the case, we are happy that our efforts as a council have been adequate and therefore as far as it reasonably practicable, legally acceptable.

b) District Councillor's report

The chairman said that Breckland District Council had agreed to invest over £1M in providing new temporary accommodation to help meet the needs of those who experience homelessness in the district to ensure families are kept together. During the heavy snow in February/March, Breckland officers ensured that there were no rough sleepers in the street or in the forest.

To mark the centenary of the WW1 armistice, Breckland District Council had set up a fund to support local organisations and communities who wish to stage events and develop projects that explore, share and conserve the heritage of the great war in the district. Up to £500 was available for projects that could include documenting the war through film/audio recordings, collecting personal stories or memories of those affected by the war, staging exhibitions, organising talks etc.

c) Village Green Management Committee

A summary report of action completed and proposed had been circulated.

The chairman said that the village sign, which had been removed for restoration, should be back in two months.

He had received a request from David Power to remove and repair the seat sited near the Gamekeeper PH, which his family had donated in memory of their mother. He had given permission for this.

RESOLVED to note the report

d) Road Safety

Councillor Milner said that the issue of large vehicles, including tractors had been raised at the last meeting. He said that verges were being eroded and the tractor/trailer combinations, in particular, sounded loud and menacing. However, he had found that they were usually within the speed limit. The speedwatch would commence again soon and the three sites authorised for this were Cake Street; the war memorial and Hargham Road.

SM

Councillor Hicks said that large HGV vehicles were ignoring the weight limit on Hargham Road. He had reported this to the police with photographic evidence but they said it was an enforcement matter for Norfolk County Council. Councillor Nichols suggested that this was a matter that should be referred to County Councillor Askew for action.

JH

In reply to a question, Councillor Milner said that Norfolk County Council's report following the highways study regarding a crossing on the B1077 was expected to be published in the near future.

e) Play Area

Councillor Hicks said he had inspected the play area and there were no issues requiring expenditure. He would paint the tractor soon and the toddler area would need to be closed whilst this was carried out.

He said that his employer, Richard Johnston Logistics, was willing to sponsor planter boxes for the fencing and he would discuss with the pre-school, if they would like to help with the planting and looking after the plants as a school project. Councillors welcomed this proposal.

f) Recreation Area

The chairman said that the public footpath was being cut and the fencing repaired by Chapel Green school. Also the fencing by the roadway would be repaired by Norfolk County Council. The fencing at the front had been damaged. Councillor Hicks said that timber worth £1000 had been donated by Browns of Tibenham to build a shelter and some of this could be used to repair the front fence once a decision had been made where the new gate would be sited. The grass would be cut by the contractor as per the previous year.

g) Councillors reports

Councillor Milner said that together with the chairman he had attended the burial of the time capsule at Chapel Green school. He had raised the issue of lighting with the site manager who had indicated they were having technical issues with some of the lighting control systems.

Councillor Little said that lighting in the corridors of the new school were often left on at night and the village hall lights were also left on.

It was reported that the high school lighting was also an issue and Councillor Hicks said he would raise this with the high school when he next attended a school council meeting. He added that the high school was preparing designs for painting the inside of the bus shelter and a shortlist of three would be agreed which would be presented to the parish council.

JH

Councillor Milner referred to the increasing number of queries that were being submitted via the website. Councillors considered that this should be discussed at the next meeting.

17/293 Two Wheel Tuesday at the Ox and Plough PH

Councillor Devlin said that he had been surprised to see that this was on the agenda as he wasn't sure what there was for the parish council to discuss. Two Wheel Tuesday had been running for several years already and had become an established event not only with bikers but with many parishioners who attended every week to enjoy it. Mediation meetings had been held with the police and concerned residents and the police had indicated that they supported the event and were happy with how it was organised. Regarding noise the police had indicated that the bikes were road legal so any noise from them was not an enforcement issue.

He confirmed that appropriate public liability insurance was in place. The area of the green used was maintained to a higher level than the rest of the Green, it provided income for the upkeep of the green and the event was vital for the continued viability of the Ox and Plough PH.

Councillor Nichols suggested that the parish council request to receive a copy of the public liability insurance and it was RESOLVED accordingly.

17/294 Potential of Fireworks and Bonfire on the green for bonfire night 2018

The temporary parish clerk said that the council had given permission, in principle, for a fireworks display on the recreation area subject to receiving details regarding organisational/safety issues from The 2000 Trust. Councillor Devlin had suggested that consideration could also be given to having a free event on the green instead if costs could be underwritten/sponsorship found.

RESOLVED to ask Councillor Devlin to discuss these proposals in detail with The 2000 Trust and report back to the next meeting.

BD

17/295 Adoption of new Grievance and Disciplinary Procedure

RESOLVED, unanimously, to adopt the new Grievance and Disciplinary procedure, as circulated to councillors in advance of the meeting.

17/296 Storage of Parish Records

RESOLVED to note that the more recent parish records would be stored by the chairman and the new parish clerk and older records be archived with Norfolk County Council

17/297 Highways

Councillors discussed the problems with potholes generally but particularly at Grove Road/Mill Road and flooding at Cake Street and Ragmere Road. Councillor Milner said he would raise these issues with County Councillor Askew.

SM

The chairman said he had reported the missing road name sign at Abbey Road and the damaged sign for Leys Lane to Norfolk County Council.

17/298 To receive agenda items for the next meeting

No further items were suggested to the following which were identified earlier in the meeting:-

- Fireworks
- Website (including enquires)

17/299 Date of next meeting

RESOLVED to confirm that the next meeting will be the AGM to be held on 3 May 2018 commencing at 7.30pm at the village hall.

17/300 Annual Parish Meeting

RESOLVED to confirm that the Annual Parish Meeting will be held on 13 April 2018 with Karin Heap, Head of Chapel Green School as guest speaker

The meeting closed at 9.25 pm

Signed..... (CHAIRMAN)