

Old Buckenham Parish Council

MINUTES of the meeting of the Old Buckenham Parish Council held on Thursday 1 March 2018 at 7.30pm in the Village Hall, Old Buckenham

Present: Councillors A Nicholl, (Vice Chairman in the chair), G Frost, P Little and S Milner.

In Attendance: A Emms (temporary Parish Clerk)

Also present: One member of the public

Minute		Action
17/263	Announcement It was announced that the Chairman of the parish council had received the resignation of Sarah Hornbrook as a parish councillor. He had asked that thanks be recorded to Sarah for what she had done for the village and the parish council during her time as a councillor. The vacancy would need to be advertised in the usual way.	AJ
17/264	Apologies for absence Apologies for absence had been received from Councillors Joel, Devlin and Hicks.	
17/265	Minutes of the meeting held on 1 February 2018 RESOLVED to approve the minutes of the meeting held on 1 February 2018.	
17/266	Matters arising from the minutes of the meeting held on 1 February 2018 – for update and information only There were no matters arising	
17/267	Public participation – relating to agenda items only No matters were raised.	
17/268	To record declarations of interests not already recorded in the current Members' Register of Interests There were no declarations of interest.	
17/269	Update on new Parish Clerk and collection of PC property Councillor Little reported that interviews for the appointment of the new parish clerk would be arranged in March 2018. The parish property, records and documentation had been collected from the former parish clerk. There was a significant amount of paperwork and the council may need to consider arranging for suitable secure storage. RESOLVED to consider storage of parish property at the next meeting.	SH

17/270 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/2018/0103/F and 3/PL/2018/0104/LB – The Priory, Abbey Road: Conversion of existing barn to provide 1 bed annex.

RESOLVED, unanimously, to support the application.

Planning Applications 3/PL/2017/0078/HOU – Rosendale, Fen Street: Single storey extension

RESOLVED, unanimously, to support the application.

Breckland Local Plan Examination in Public –

The chairman reported that Councillor Joel had been informed that the council would have the opportunity to make its representations at the hearing on 7 June 2018 at 2 pm. As discussed at the last meeting both Councillor Joel and Councillor Milner would appear on the council's behalf. A statement would be prepared with the assistance of Sarah Hornbrook which Councillor Joel would submit as chairman of the parish council.

AJ

17/271 Financial matters

a) Financial Report

The chairman reported that Breckland District Council had agreed to provide £900 as its one third share of the community car scheme with the other two thirds being provided by the passengers themselves and the parish council.

£100 had been received from Colin and Sarah Brown and £50 from Steve Hicks as donations towards the resurfacing of the track at Post Office Terrace. The council's gratitude was recorded. The total donations received so far was £250 reducing the total cost to the parish council to £810 from £1060 and it was hoped that further donations would be forthcoming.

A further £80 had also been received from Steve Hicks as payment for his two allotments

a) Payments

RESOLVED to approve the following payments:-

Date	Item	VAT £	GROSS £
14/2/18	H Clutten – expenses		12.58
1/3/18	J. Frost – community car		22.00
1/3/18	E. Jolley – community car		46.35
1/3/18	A. Emms – servicing February 2018 parish council meeting		50.00
1/3/18	K G Becker – resurfacing PO Terrace		1060.00
		Total	1190.93

The chairman said that he would prepare the cheques for the above payments but that following the resignation of Sarah Holnbrook the only other signatory on the bank account was on holiday so the cheques could not be finalised until their return.

AN/AJ

RESOLVED to appoint another signatory on the bank account at the next meeting.

17/272 Reports

a) Chairman's report

The Chairman reported that Councillor Joel had volunteered to take on the position of Community Car Co-ordinator, vacated since Mike Craven-Romain had ceased in the role, commencing from May 2018. He would then be able to update drivers records; send monthly mileage/trips information to Norfolk Community Foundation and increase the number of drivers. Councillors were grateful for this offer and it was:-

RESOLVED, unanimously, to appoint Councillor Joel as Community Car Co-ordinator from May 2018.

It was also reported that Councillor Joel had received confirmation from Norfolk County Council that it had set up a 'sinking fund' for Chapel Green School to take on the maintenance responsibility of the upgraded footpath to link the new school building with existing schools. He had confirmed that the parish council was content with this arrangement and agreed that contractors could cut back the hedgerow and trees before the nesting season commenced.

b) District Councillor's report

On behalf of Councillor Joel, the chairman reported that Breckland District Council expected the revised version of the Attleborough Sustainable Urban Extension (SUE) to be available for inspection in the following 4 to 6 weeks. There would be a 4 week public consultation for those who commented on the original plan, including residents and the parish council, before it was considered by the Planning Committee.

c) Village Green Management Committee

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

The chairman said that he had inspected the parking space opposite the post office with John Fernihough of the village green management committee (VGMC). The parking space originally set out had been extended by encroachment and both the original and the unofficial parking spaces were in need of attention. As part of the consideration of what action could be undertaken, discussions would be held with the Lord of the Manor and the Green Rights Proprietors on the possibility of incorporating the encroachment as part of the formal parking space. The costs of extending and repairing the spaces was likely to be £750. Councillors accepted that it was sensible to incorporate the additional space subject to permissions and detailed costings. Councillor Little suggested that an alternative to the wooden posts should be considered as these were vulnerable to damage by large lorries and tractors and trailers etc.

The VGMC had suggested that installing a drain at a cost of 'a few hundred pounds' would address the problem of the large puddles forming between the Gamekeeper car park and Post Office Terrace. It was suggested that using tarmac to fill the hole might be a cheaper alternative and if work was undertaken on the parking space outside the post office as discussed earlier there would be economy of scale in asking the contractor to do both jobs at the same time.

RESOLVED to:-

- 1) ask the VGMC to consider these matters again at its March meeting
- 2) include them as an agenda item for the next meeting.

It was reported that Alison Frank had informed Councillor Joel that the intention was to plant a tree donated by the WI on 3 March 2018 at 9.30 am. However, it was noted that the snow was likely to affect that plan.

d) Road Safety

Councillor Milner said that Norfolk County Council had set up equipment to monitor vehicle movements in the village. He suggested that the parish council continued to do its own monitoring when and where appropriate.

Following the resignation as councillor of Rona Boggia, he would be happy to take on the lead on road safety issues and councillors welcomed and accepted that offer.

SM

e) Play Area

There were no issues to report regarding the play area.

f) Councillors reports

Councillor Milner said that several people had reported that the lights alongside the entrance road to the Chapel Green school had been on at various times late at night. The school had been informed and reminded of the planning restrictions which limited the time these lights should be on. He also showed pictures taken of lights being left on at the two other schools and the village hall and he would bring this to their attention.

SM

Councillor Milner said he had been asked by residents if the parish council could do anything about the speed of large tractors with trailers which regularly used the road passing the entrance to Oaklands. This was also an issue on other roads through the village and as well as the danger, they often caused damage to the verges. It was suggested that if anyone saw such activity which was mainly by agricultural contractors and could record registration nos and any livery information, then the council would contact the companies concerned.

ALL

SM

RESOLVED to consider speeding tractors and lorries further at the next meeting

Councillor Little said he had been contacted by residents about the condition of the path past the old forge between the post office and Post Office Terrace, which was often flooded.

RESOLVED to ask the VGMC to consider this at its next meeting

17/273 Village Sign

It was noted that the village sign had been taken down and sent for repair by John Fernihough. Councillors were happy for the VGMC to continue to lead on dealing with this.

17/274 Annual Parish Meeting – 13 April 2018 at the village hall at 7.30pm

A draft agenda for the annual parish meeting had been prepared by Councillor Joel and circulated. Karin Heap, Head of the Chapel Green School, had been approached to be guest speaker and had indicated she was available.

RESOLVED to approve the following agenda for the Annual Parish Meeting on 13 April 2018 commencing at 7.30pm at the Village Hall:-

1. Welcome
2. Agree minutes of last Annual Parish Meeting held on 17/3/17
3. Matters Arising
4. Chairman's Report
5. District Councillors report
6. Guest Speaker – Karin Heap, Head of Chapel Green School
7. Village Green report
8. Issues raised by members of the public

17/275 Co-option of three councillors

RESOLVED to note that the vacancies had been advertised on the parish notice board and social media and the closing date for applications to be co-opted onto the parish council was 17 March 2018. Interviews to be held at the next parish council meeting scheduled at 5 April 2018.

17/276 Potential of Fireworks and Bonfire on the green for bonfire night 2018

In the absence of Councillor Devlin, who had suggested this be considered and with no representation from the 2000 Trust in attendance, it was :-

RESOLVED to defer consideration of the matter to the next meeting.

17/277 Highways

There were no additional issues to report.

17/278 Defibrillator in Village hall and phone box

In the absence of a full time parish clerk, the Community Heartbeat Trust had not been contacted regarding the possibility of purchasing defibrillators for the village hall and the phone box. Councillor Little said that he was happy to progress this.

RESOLVED to ask Councillor Little to lead on this matter

17/279 To receive agenda items for the next meeting

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

- Storage of parish records/documentation
- Signatory on bank account
- Possibility of fireworks/bonfire on the green
- Speeding tractors/lorries

17/280 Date of next meeting

RESOLVED to confirm that the next meeting be held on 5 April 2018 commencing at 7.30pm at the village hall.

The meeting closed at 8.30 pm