

## Old Buckenham Parish Council

### MINUTES OF THE MEETING of Old Buckenham Parish Council held on Thursday 5<sup>th</sup> January 2017 at 7.30pm in the Village Hall, Old Buckenham

Present: Councillors A Joel (Chairman & BDC), T Cracknell, S Hornbrook, J Kemp, T Johnson, C Marshall, S Milner and A Nicholls

In Attendance: Mrs H A Clutten, Councillor S Askew (NCC)

Members of the Public: 6 including John Fernihough and Sarah Dye in relation to the Green

Absent (without apologies): None

#### ACTION BY:

17/1 The Chairman welcomed everyone to the meeting.

17/2 **To Consider Accepting Apologies for Absence:**

Council accepted apologies from Councillors Boggia, Devlin and Hart.

17/3 **To Approve the Minutes of the Council Meeting held on 1<sup>st</sup> December 2016:**

The draft Minutes of the meeting held on 1<sup>st</sup> December 2016 had been circulated to Councillors before this meeting. **Council RESOLVED** to approve the Minutes as a true and accurate record of the meeting held on 1<sup>st</sup> December 2016. The Minutes were signed by the Chair, Councillor Adrian Joel.

17/4 **To Receive Reports of Matters Arising from the Minutes of 1<sup>st</sup> December 2016 for update and information only:**

Councillor Hornbrook agreed to take delivery of three public rights of way signs from Norfolk County Council.

CLERK

17/5 **Public Participation relation to agenda items only:**

Two members of the public had come to speak about their current planning application to convert a barn into a house at Stacksford House Farm. The access to the site has been moved to a new position where there are better visibility splays, and tree, structural and bat surveys have been carried out.

There was a complaint about extensive dog mess on the Green; it was agreed to put an item in the village newsletter about this. It is hoped that the situation will improve when the Green is better looked after.

CHAIR

The village sign and the Parish Council's noticeboard are deteriorating – agreed to put these items on the next agenda.

CLERK

The Post Office owners are having a problem with people parking outside the shop at school opening and closing times. As the land involved is public land there is nothing that can be done to deter this.

It was noted that an increasing number of people are bringing dogs in cars to the village for exercise.

It was confirmed that the Parish Council owns the village sign.

17/6 **To record declarations of interest not already recorded in the current Members' Register of Interests:**

None

**Update on the Green:**

The Clerk had circulated a report on the options available to the Parish Council to financially support the upkeep of the Green as well as giving details of the legal advice which had been obtained from the National Association of Local Councils.

It is important for the Parish Council and the Green Rights' Proprietors to decide on an option to support the upkeep of the Green and to present this to the village. It was also thought that a working party should be set up to look for funding and ideas for fund raising. These things need to happen quickly so that matters can be agreed by the February Parish Council Meeting and then presented to the village at the Annual Parish Meeting in March.

It was suggested that a Working Party be set up to look into the future management of the Green with the following make up:

2 Green Rights' Proprietors  
 2 Parish Councillors  
 2 Independent Village Residents  
 The Lord of the Manor

The Working Party would need to meet soon and make a recommendation to the Parish Council at its next meeting.

It was suggested that a separate group be set up to deal with the conservation issues of the Green which could then advise the Management Working Party.

The public and Parish Councillor were invited to make comments.

Members of the public present were keen to see the Parish Council take over the management of the Green which would be an asset to the village if properly maintained as well as making it more user-friendly.

Most Councillors were in favour of taking on the management of the Green regardless of who owned it. It was said that it was not useful to discuss the past wrongs of the situation but to work to sort something out particularly as it appears to be something that the village residents want.

There is a concern about the trees on the Green as some have specific owners who have the right to estovers and some trees have no owners. The Green Rights' Proprietors have a map of the trees which they can provide. It was suggested that the estovers' tree owners should give up their rights.

Some of the Green could be managed as an amenity area similar to the area in front of the Ox and Plough and some areas left for conservation. Speaking as Lord of the Manor, Councillor Cracknell said that the project has his full support as it had been purchased with a view to providing a village amenity.

**Council RESOLVED** with one abstention to set up a Green Management Working Party with the following make-up;

Councillors Joel and Nicholls on behalf of the Parish Council  
 Councillor Cracknell as Lord of the Manor  
 Sarah Dye and 1 other on behalf of the Green Rights' Proprietors  
 John Fernihough and Ray Bayfield as Independent Village Residents

It was agreed that the Working Party should meet in about 10 days' time.

The Clerk was asked to arrange to give her comments on the proposed contract.

**CLERK**

It was agreed that Ron Brewer should be asked to put something in the Village Newsletter about the management of the Green being discussed at the Annual Parish Meeting in the February issue as well as in March and that a poster should also be put on the Parish Council's noticeboard.

**CLERK**

**17/8** Consideration of a resolution to confirm that Old Buckenham Parish Council meets the criteria to adopt and use a General Power of Competence (Localism Act 2011):

The Clerk had circulated information on the General Power of Competence to all the Councillors.

**Council CONFIRMED** with one abstention that it now met the criteria to adopt and use the General Power of Competence and **RESOLVED** to adopt it with one abstention.

**17/9** County Councillor Stephen Askew arrived and was invited to speak to the Meeting. Referring to the road crossing issue he said it was a case of waiting for the County Council to reply to George Freeman MP's letter.

It was reported that there had been some near misses recently involving vehicles on the road through the village. It is important to get a new site for the 30MPH sign as soon as possible. Council Askew asked if he could be emailed about this matter.

**CLERK**

Councillor Askew was asked by Councillor Milner if there was any news about the changes to the recycling sites but there was none.

**17/10** To consider planning application to receive Breckland Council's decisions made on any planning application received before the meeting:

**(1) Planning Applications:**

Barn at Stacksford House Farm, part demolition of existing agricultural building and conversion of remaining barn to dwelling house with new detached garage and access – **Council RESOLVED** to support this application with one abstention.

**CLERK**

Stacksford Village, Stacksford, removal of condition to not use the existing septic tank and to provide a new treatment for the disposal of water – **Council RESOLVED** to support this application with one abstention.

**CLERK**

**(2) Planning Permissions:**

The Joules, Crown Road – permission has been granted for change of use of a workshop to an annex.

**(3) Local Plan:**

Two additional sites within Old Buckenham have been submitted to Breckland Council for consideration. One site is on Attleborough Road but if this site were to allocated for development the village would want a safe road crossing point, roundabout and a school dropping off area.

The other site is behind the area known as the Pound but has no access so is not really an option; in addition the site is huge and development in that location would spoil the view of the Green.

It was agreed that Councillor Hornbrook would word a suitable response on the two sites.

**SH**

**17/11** Financial Matters:

**(a) To receive a Financial Report from the Clerk:**

The Clerk had circulated a Financial Report to the Councillors and said that since the report was written she had submitted the VAT repayment claim for 2016 and the Charity Return for the same period. The income of the charity was confirmed as £371 and a Charity Meeting will be held after the next Parish Council Meeting.

**(b) To approve payments current and retrospective:**

**Council RESOLVED** to approve the following payments:

<b>Cheque No</b>	<b>Item</b>	<b>Vat £</b>	<b>Gross £</b>
<b>Cheques drawn 08/12/2016</b>			
08.12.2016	101868 Mr J Frost, Community Car, November	0.00	7.20
08.12.2016	101869 Enid Jolley, Community Car, November	0.00	23.40
<b>Total</b>		<b>£0.00</b>	<b>£30.60</b>
<b>Cheques drawn 05/01/2017</b>			
05.01.2017	101870 Old Buckenham Church Rooms, Room Hire	0.00	20.00
05.01.2017	101871 Old Buckenham Village Hall, Rent for Recreation Area	0.00	385.00
05.01.2017	101872 Old Buckenham Village, Room Hire for Meetings	0.00	166.00
<b>Total</b>		<b>£0.00</b>	<b>£571.00</b>
<b>SOs/DDRs/BACS</b>			
05.01.2017	Mrs H A Clutten, Broadband, Telephone etc January 2017	0.00	32.00
05.01.2017	Mrs H A Clutten, net salary January 2017	0.00	388.16
05.01.2017	Drew Moore, PAYE fee January 2017	0.00	15.00
<b>Total</b>		<b>£0.00</b>	<b>£435.16</b>

**17/12** **Update on Highways Matters:**

It had been determined that a broken pipe was responsible for all the water in Cake Street; the County Council has spent about a week rectifying matters. Some potholes and road edging have also been repaired and currently the finger posts are being cleaned.

It was reported that there was a problem with water in ditch on the right of leaving the village from Cake Street towards Dam Brigg.

Councillor Milner proposed that the Parish Council purchase a mirror for the Grove Road/Mill Road junction and ask a nearby landowner if it can be mounted on his property. **Council RESOLVED** to set a budget of £100 to purchase and erect a mirror subject to the Clerk checking on potential liability for accidents and Councillor Milner speaking to a nearby landowner.

**SM  
CLERK**

Councillors Hornbrook and Kemp asked for it to be recorded that they had voted against this resolution on safety and liability grounds.

The Council discussed the continuing issue with the hedge in Harlingwood Lane and agreed that a Councillor should visit the landowner together with a representative from Highways.

**CLERK**

**17/13** **Update on Chapel Green School:**

It was reported that the contractors were making a good job of the road and that work should start on the building in February.

There is still a problem with access to Footpath 4 during weekdays – Clerk to make further enquiries about resolving this issue.

**CLERK**

The Village Hall Committee had hoped to use a nearby ditch to help with its car park drainage

problem but the ditch has been used by the school contractors for services.

Morgan Sindall has agreed to mend a ceiling in the Village Hall in return for using services at the Village Hall and will possibly remove the BMX humps but is unlikely to help with the drainage problem in the car park too.

The Clerk was asked to contact the Village Hall Committee to remind them that there was still Parish Partnership money available from NCC for the car park until the end of March 2017.

CLERK

**17/14 Broadband Update:**

Work is in progress and some results are likely to be seen by March 2017.

**17/15 Consideration of a proposal to purchase the village telephone kiosk and install a defibrillator:**

The Clerk had circulated information from BT about purchasing old telephone kiosks.

**Council RESOLVED** to purchase the BT telephone kiosk near the Green for the sum of £1.

The Council agreed that it preferred BT to continue paying for the electricity supply to the kiosk and to let BT know that it intended to install a defibrillator in due course.

**17/16 Consideration of a proposal to make an advance payment of £640 to New Buckenham Football Club being its Precept Grant awarded for 2017/18:**

**Council RESOLVED** with two abstentions to make an advance payment of £640 to New Buckenham Football Club being its Precept Grant awarded for 2017/18.

Cheque number 101875 was drawn and signed for £640.

**17/17 Consideration of the Chairman's Parish Council Priorities Document:**

Agreed to discuss this next month.

**17/18 Reports:**

**(a) Chairman's Report:**

The Chairman requested that the correspondence folder be circulated more quickly.

**(b) District Councillor's Report:**

Breckland Council is switching to one main customer contact number, 01362 656870 which is expected to make it quicker and more convenient for residents to contact the District Council. It is also hoped that this will enable staff to work more efficiently by making better use of office time and Council resources.

Residents and businesses in Breckland are being invited to have their say on the Council's Draft Budget for 2017/18. The consultation started on 23<sup>rd</sup> December and will last for one month. To have a say people can visit the Breckland Council website to view the budget and for further details of how to respond.

Printing of the Breckland Voice magazine was suspended but money has been found to enable it to be published again twice per annum.

The slides from the Parish and Town Forum have been circulated to the Parish Councillors.

To balance its budget Breckland Council is not selling off land but making better use of it as a partner in a Local Asset Backed Vehicle (LABV).

A member of the public drew attention to the fact that a growing number of homeless

people from Thetford were ending up in Norwich; Councillor Joel reported that there was a lack of social housing in Thetford.

**(c) Neighbourhood Plan:**

Councillor Hornbrook said that there was nothing to report at present but that a meeting would be held soon.

**(d) Attleborough Neighbourhood Plan:**

Nothing to report at present as the Plan has been handed in and developments are awaited.

**(e) Road Safety:**

Some members of the group had met with George Freeman MP and they were very pleased with the letter he had written to Norfolk County Council in support of a safe road crossing,

The Clerk was asked to write a letter of thanks to Mr Freeman.

**CLERK**

**(f) Play Area:**

The Chair reported that the group was awaiting further news from Councillor Hart and that grants were being sought towards the cost of the new railings.

**GH**

**(g) Parish Councillor Reports:**

The Chair reported that the allotments were much better now and he would advertise for tenants in the village newsletter.

**CHAIR**

It was requested that the Parish Council still pursue the possibility of finding a new site for the allotments.

A new litter bin was requested - Clerk to action using her spending power.

**CLERK**

Councillor Cracknell reported that the Village Hall odd job man is doing a good job.

There was a report of a dog bin not being emptied.

**CLERK**

There was a query about an invoice for a 'traffic survey'; Clerk to resolve at the next meeting.

**CLERK**

Councillor Hornbrook had noticed that the Santander Account was still open. Councillor Marshall said that a problem had arisen with one of the alleged signatories to the account; the Clerk will investigate.

**CLERK**

**17/19 Correspondence:**

Letter from Age UK Norfolk seeking financial support  
A thank you letter from the Village Hall Fete Committee for the Precept Grant it is to receive in April

**17/20 To receive items for the next meeting:**

Dog Bins  
Allotment Site  
Chapel Green School  
The Green  
Highways  
Village Sign  
Noticeboard  
Road Safety Invoice

17/21 **To confirm the date of the next Parish Council Meeting as 2<sup>nd</sup> February 2017, meeting to be held in the Village Hall, Old Buckenham:**

Confirmed

17/22 There being no further business the meeting closed at 10.15pm

***Signed Adrian Joel, Chairman, 2<sup>nd</sup> February 2017***