

Old Buckenham Parish Council

MINUTES OF THE MEETING of Old Buckenham Parish Council held on Thursday 6th April 2017 at 7.30pm in the Village Hall, Old Buckenham

Present: A Joel (also BDC), R Boggia, T Cracknell, S Hornbrook, S Milner and A Nicholls

In Attendance: Mrs H A Clutten, Clerk

Members of the Public: 5

ACTION BY:

17/60 The Chairman welcomed everyone to the meeting.

17/61 **To Suspend Standing Orders until the Parish Council Consists of 11 Members Again:**

Council RESOLVED to suspend all Standing Orders not forming part of Local Government legislation until the Parish Council consists of 11 members again.

17/62 **To Pass a Resolution to Carry Out the Co-option of Parish Councillors by Secret Ballot in 2017/18:**

Council RESOLVED to carry out the co-option of Parish Councillors by Secret Ballot in 2017/18.

17/63 **To Consider Accepting Apologies for Absence:**

Council RESOLVED to accept apologies from Councillors Kemp and Devlin.

17/64 **To Approve the Minutes of the Council Meeting held on 2nd March 2017:**

The draft Minutes of the meeting held on 2nd March 2017 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 2nd March 2017. The Minutes were signed by the Chair Adrian Joel.

17/65 **To Receive Reports of Matters Arising from the Minutes of 2nd March 2017 for update and information only:**

There was a discussion about the self-employed handyman; it was agreed that the hourly rate should be £12 per hours plus public liability insurance and detailed invoices.

An advert to be drawn up for the next Village Newsletter and put on the website.

17/66 **Public Participation relation to agenda items only:**

The following points were raised:

- Speed limit on Doe Lane – Councillor Milner has not yet had an opportunity to do another speed check; confirmed this is not part of a firm plan to have the speed limit changed.
- Church has had its Quinquennial Inspection. This is the last year that the Lottery will consider giving funds to places of worship. There will be a meeting on 20th April and the PCC would like lots of people to attend including members of the Parish Council.
- A lorry had been seen accessing the new school site along Hargham Road.
- Will the Attleborough Link Road bring more traffic to Old Buckenham?

17/67 **To record declarations of interest not already recorded in the current Members' Register of Interests:**

None

17/68

Update on the Green:

The Clerk and Sarah Dye had distributed notes from the last Working Party meeting.

The Lord of the Manor has now signed the agreement for the Parish Council to manage the Green – Clerk will contact Council's insurers to add to public liability cover.

Clerk

More dog bins are needed on the Green and there have been offers to buy four new ones. Once positions have been agreed these will be advised to Breckland for emptying purposes; purchase to be agreed at next month's PC meeting.

Clerk

John Fernihough has contacted Enterprise Inns about the potholes in front of the Gamekeeper to ask if they are willing to contribute to the cost of repairing them.

Two trees on the Green were attended to by the Green Rights' Proprietors at a cost of £1200. A free survey of the remaining trees is to be carried out.

The mole contractor has captured a number of moles; work will continue for eight weeks.

The Working Party hopes to have a management plan available in draft for the next PC meeting; conservation will also be looked at.

A new member of the Working Party is required; this needs to be a resident from the village.

The Chair will try and obtain some 'dogs on leads' notices from Breckland Council.

AJ

A lot of rubbish is being thrown out of cars onto the Green.

It is hoped to involve Stanley Burton in work on Mill Farm Pond as he has done some work on it in the past.

The Players have been given permission by the GRPs at an earlier date to put a banner on the Green before their plays.

It was noted that the Young Offenders now do work free of charge again and Norfolk Wildlife have a group of people looking at ponds. Alison Frank agreed to obtain some information for the next meeting.

There has been an indication that should the electricity cables be put underground then the current wayleaves for the Green may cease.

17/69

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

(1) Planning Application Consultations:

The Cart Lodge, Cake Street – agreement of reserved matters following outline planning permission. Councillor Nicholls left the room whilst his application was discussed – the Parish Council agreed to support this application. Councillor Nicholls returned to the room.

Clerk

25 Hargham Road – single storey rear extension – the Parish Council agreed to support this application.

Clerk

The Gamekeeper – signage and new lighting – not possible to tell if lights were up lighters or down lighters and if there would only limited use eg during opening hours. Parish Council will support if these points can be clarified.

Clerk

Permanent sign on Green needs to be clarified and agreed with the Green Rights' Proprietors.

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

There was no financial report from the Clerk as there had been no financial changes since the last report and the first half of the precept had not yet been received.

The Clerk reported that the Council's PAYE contractor had suddenly announced that he had retired last year and ignored emails.

(b) To approve membership of CPRE for 2017/18 at a cost of £36 per annum and to agree to pay future payments by direct debit:

Council RESOLVED to pay membership of CPRE for 2017/18 at a cost of £36 (by cheque) and to pay for membership in future years by direct debit; the Chair signed the direct debit form.

(c) To approve membership of Community Action Norfolk for 2017/18 at a cost of £20:

Council RESOLVED to continue membership of Community Action Norfolk at a cost of £20 for 2017/18. Payment to be made by BACS.

(d) To approve payment:

Council RESOLVED to approve the following payments:

Cheques Dates	Cheque No	Item	Vat £	Gross £
Precept Grants				
06.04.2017	101882	Buckenham Pre School	0.00	120.60
06.04.2017	101883	Old Buckenham Village Hall (Fete Entertainer)	0.00	250.00
06.04.2017	101884	Old Buckenham Village Hall (CCTV)	0.00	250.00
06.04.2017	101885	All Saints PCC (Roof Alarm)	0.00	1,500.00
06.04.2017	101886	Mrs E Jolley (For Monday Mardle Group)	0.00	100.00
06.04.2017	101887	Robert Cocks Almhouses Charity	0.00	200.00
06.04.2017	101888	Age UK Norfolk (Advice Line)	0.00	120.00
Other Payments				
06.04.2017	101889	CPRE, Subscription	0.00	36.00
06.04.2017	101890	Mrs E Jolley, Community Car, February	0.00	44.10
06.04.2017	101891	Mrs D Kessler, Community Car, February	0.00	99.00
TOTAL CHEQUES			£0.00	£2,719.70
SOs/DDRs/BACS				
06.04.2017	Mrs H A Clutten, net salary April		0.00	406.09
06.04.2017	Mrs H Clutten, Broadband, Telephone etc April		0.00	32.00
06.04.2017	Mrs H A Clutten, Stationery, birthday card, etc		18.46	112.57
07.04.2017	Community Action Norfolk Subscription		0.00	20.00
TOTAL BACS			£18.46	£570.66

(e) To appoint additional signatories to the Barclays Bank Account:

Council RESOLVED to add the following signatories to the Barclays Bank Account:

Sarah Hornbrook
Andy Nicholls
Hilary Clutten

This would have the effect of removing former Parish Councillors T Ing and D Smalley.

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

The next meeting of the Parish Council will take place in the Church Rooms due to the Village Hall being needed for the Norfolk County Council elections on that day.

b) District Councillor's Report

The Breckland Local Plan continues to progress and this should be confirmed later this year.

The Chair and Councillor Milner attended a Breckland Local Plan Working Party Meeting on 15th May where the Historic Characteristics Report was discussed and the Report recommended that the Attleborough Road site in Od Buckenham of 10 houses should be withdrawn. This will be recommended as part of the Local Plan that goes to Breckland Cabinet and Full Council. This will leave 20 houses allocated in St Andrew's Close which means that the balance of the original allocation, 15, will need to be achieved through Permitted Development over the next 20 years.

c) Parish Councillors' Reports

Councillor Nicholls reported that the level of the ditch in front of the Asparagus Field has gone down but one on the way to Attleborough is looking high. The Highways' Condition on his Planning Application has now been discharged as work has been completed. He thanked the Parish Council for the donation towards the cost of the Football Club lighting.

Councillor Cracknell reported that he had now heard from Breckland Monitoring Officer that there was no case to answer in respect of the complaint submitted by the previous Clerk.

Councillor Milner reported that the next film to be shown in the Village Hall would be United Kingdom.

Councillor Hornbrook asked that Highways be reminded about the footpath signs.

d) Working Parties and Other Reports**i) Old Buckenham Neighbourhood Plan**

Councillor Hornbrook report that whilst there had not been a meeting there had been an offer of help from Tim Bornett but he had attached certain conditions including that meetings should be held in the mornings which was not suitable for some of the existing member of the Working Party. The Clerk was asked to thank Mr Bornett for his kind offer and say that but there were conditions that the Parish Council could not agree to.

It was agreed to look at this issue again when the Parish Council was complete again, perhaps at the May meeting.

Councillor Hornbrook said that an external company might cost the Parish Council £110 per hour but there might be a particular aspect of the plan that Mr Bornett may be able to help with.

ii) Attleborough Neighbourhood Plan

Councillor Cracknell report that this was going through consultation with Breckland Council.

iii) Road Safety Working Party

A meeting of the Working Party had taken place on 30th March. One of the problem issues has been trying to get the use of a small part of the Primary School's playing field as a car park/dropping off point for buses and pupils. There is a concern that the wording of the agreement (and/or will) has been misconstrued and it was simply meant to stop the access road being used as a public access.

It was agreed that should do a Freedom of Information Request for a copy of the agreement and obtain a copy of the will if subsequently required.

Clerk

Clerk

Clerk

There has been another letter from George Freeman MP; he needs to be thanked for his letter.

There will be a meeting on site with George Freeman MP and NCC on Friday 28th April at 5.30pm.

iv) Play Area

Kerry has sent off the grant application form for the fencing and hopes to hear something in 6 -8 weeks. Some of the play equipment needs refurbishing; the Clerk has the new spare steering wheels for the tractor.

v) Recreation Area

There was a discussion about the siting of a container by the Scouts on the land leased from the Village Hall Committee for recreational purposes. The Parish Council felt unable to make a decision without further information:

Will the container be insured by the Scouts?

Will a gate be put in the fence for access to the container?

Would the Scouts be prepared to do some jobs in the village?

What is the size of the container?

Will the container be kept neat and tidy?

What colour will the container be?

Will the container be removed if the Scouts no longer have a need for it?

Will the container be removed if the Parish Council makes a request?

Clerk to consult with Village Hall Committee.

Clerk

A grass cutting quote has not yet been received – Councillor Nicholls agreed to obtain this.

AN

17/72 Highways Matters including cutting of verges and speeding on Doe Lane:

A number of reports have been received from the current Highway's Engineer who is about to take over responsibility for a different sector of Norfolk roads.

Extensive patching work has been carried out on roads in the village and more patching is programmed for Cake Street which will be carried out in 6 – 8 weeks. Some kerbing and drainage work has also been carried out outside 'Evergreen' to address a longstanding flooding problem.

Some kerbing and associated carriageway work has been programmed for outside Old Hall Farm Cottage; it is hoped that this will improve drainage into the existing gully.

The signage on Hargham Road is to be altered to discourage HGVs using this as a short cut between the A11 and the B1077; this is for information only, the weight limit will not be affected. An experimental weight limit is being progress at Harling and it is possible that this may make Hargham Road more attractive to road hauliers.

An application to plant in the highway is required for the replacement tree in Stacksford. Apparently the original tree was infected with honey-fungus and there is a strong possibility that the replacement may suffer from the same disease.

17/73 Does the Parish Council wish to pay for the carrying out of a drainage report on the Village Hall Car Park at a cost of £300 plus VAT?

The Parish Council declined to pay the bill as it had not resolved to carry out this work at its last meeting. It was suggested that the invoice be sent to the Village Hall Committee.

17/74 Update on Chapel Green School:

Nothing to report.

17/75 Consideration of an Awards Evening:

Agreed to discuss at next meeting.

17/76 Telephone Box Update:

The purchase is still going through the BT consultation process. It was agreed that someone from the Community Heartbeat Trust should be invited to a meeting later this year to talk about the provision of a defibrillator.

17/77 Consideration of a Mobile Phone Mast in the village:

There are four possible sites in the area two of which are South of Old Buckenham; developments awaited.

17/78 Correspondence:

Glasdon Brochure
NCC. Local Election Campaign
Wicksteed Leaflet
HAGs Leaflet
Greenbarns Noticeboard Leaflet
SLCC, The Clerk Magazine, March 2017
Clerks and Councils Direct, March 2017

17/79 To receive items for the next meeting:

The Green
Awards Evening
Telephone Box update
Mobile Telephone Mast
Chapel Green School
Neighbourhood Plan
Village Hall Lease for Recreation Area
Co-option of Councillors

17/80 To confirm the date of the next Parish Council Meeting as 4th May 2017, to be held in the Church Rooms, Old Buckenham due to NCC Elections:

Confirmed

17/81 There being no further business the meeting closed at 10.01pm

Signed by *Adrian Joel* 4th May 2017