

Old Buckenham Parish Council

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

Present: A Joel, Chairman (also BDC), S Brown, J Hicks, J Kemp, P Little, S Milner, A Nicholls and P Phillips

In Attendance: Mrs H A Clutton, Clerk, Chris Wright (Wymondham Police), Martin Render (Community Heartbeat Trust)

Members of the Public: 7

ACTION BY:

17/122 The Chairman welcomed everyone to the meeting.

17/123 **To Consider Accepting Apologies for Absence:**

Council RESOLVED to accept apologies from Councillors Boggia and Hornbrook.

17/124 **To Co-op a Parish Councillor to fill a vacancy and to then sign a Declaration of Acceptance of Office:**

Four residents of Old Buckenham had expressed an interest in becoming a Parish Councillor; three attended this evening's meeting. In turn, candidates Jean Bornett, Gemma Frost and Paul Phillips addressed the Parish Council with details about themselves including their interests in the village.

There then followed a secret ballot in accordance with the resolution passed by the Parish Council on 6th April 2017; the Clerk counted up the votes which were then checked by Chris Wright, Wymondham Police. Paul Phillips was duly elected a Parish Councillor for Old Buckenham and signed a Declaration of Acceptance of Office; he was also given a file of useful Parish Council information.

17/125 **To Approve the Minutes of the Council Meeting held on 1st June 2017:**

The draft Minutes of the meeting held on 1st June 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 1st June 2017. The Minutes were signed by the Chair Adrian Joel.

17/126 **To Receive Reports of Matters Arising from the Minutes of 1st June 2017 for update and information only:**

Councillor Milner distributed copies of a dog bin sign he had seen whilst on holiday; it was agreed to add 'Thank You Old Buckenham Parish Council' to the sign. Council now agreed to use the sign as amended for each bin; Councillor Milner will now amend the sign and the Clerk will laminate copies once amended.

**SM
CLERK**

17/127 **Public Participation in relation to agenda items only:**

Items discussed:

- Chris Wright from Wymondham talked about the Norfolk Constabulary Dash Cam Campaign whereby footage of dangerous driving or other crimes can be uploaded onto the Norfolk Constabulary website; a number of successful prosecutions have been achieved through this initiative. He would like to give a presentation regarding the campaign to the residents of Old Buckenham. The organisation of a meeting for this purpose is recorded later in these Minutes.
- Martin Render from the Community Heartbeat Trust gave a talk about the installation of defibrillators in villages. As part and parcel of purchasing a defibrillator (top price model £2,000), the Trust would run a training seminar in the village and teach basic CPR. A quality defibrillator has a warranty of between 8 and 10 years. The maintenance costs of the defibrillator would be around £110 per annum including the replacement of the battery and pads. If the defibrillator is put in a telephone kiosk the Trust will provide the

kiosk paint free of charge. Some buyers have received 100% funding from the National Lottery. Martin Render of the Heartbeat Trust was thanked for coming and then left the meeting.

- A resident reported that there was no sprinkler system in the new school. Councillors Hicks and Joel said that this issue had been raised with Norfolk County Council but they had been told that the water pressure in the village was not good enough to supply sprinklers. Councillor Milner will take this issue to the Chapel Green School Stakeholders; he has already written to the Head of the School. Council agreed that the Clerk should write a letter to Chris Hey with a view to getting it put in writing about the lack of water pressure. SM
CLERK
- A resident raised the question of trying to get a doctor's surgery in the village – this had been investigated by the Parish Council last year, the Clerk will look for the negative response from the Attleborough Surgeries. CLERK
- A resident reminded everyone about the fete on Saturday; it is nice to have help setting up on Friday night and Saturday morning.
- A resident reported that his poultry unit has to have a 24 hour water storage system so why not the school?
- A resident wanted people to recognise the work of John Fernihough on the Green, asked about its insurance (Public Liability), what happens if a dog bites someone and should the grass be cut in front of the barn past the Post Office? He also remarked that the entrance to the school is not wide enough and on a bend which makes it a dangerous road access. Councillor Milner said that there were a lot of building materials lying around at the moment and once cleared the splays would be enlarged; also some hedgerow removed. It was agreed that when writing to Chris Hey about the sprinklers, the school entrance should also be mentioned. CLERK
- The sign on Abbey Road has been sorted out at last.
- Mr Bayfield and Mr Fernihough were thanked for all their work on the Green.
- Gemma Frost agreed to fill the OB resident vacancy on the Green Management Working Party.
- A resident offered her help as a trained First Responder. She also reported that the Play Area is now dangerous, including the equipment, and that the grass is not cut often enough.

17/128 To record declarations of interest not already recorded in the current Members' Register of Interests:

None

17/129 To consider planning application and to receive Breckland Council's decisions made on any planning application received before the meeting:

(1) Planning Application Consultations:

West View Farm, The Green – rebuilding of front boundary wall at a Listed Building – agreed not enough detail in the application to make comments. CLERK

The Granary, Mill Road – replacement of windows in a Listed Building – agreed to support. CLERK
Barn adjacent to Stacksford House Farm – variation of planning conditions – agreed not qualified to comment on this.

Development plot, Harlingwood Lane – discharge of planning conditions – noted.
Builders' Yard, Hargham Road – discharge of planning conditions – noted.

(2) Planning Decisions:

Gamekeeper Public House, The Green – consent for new signage.
Development plot, Harlingwood Lane – approval of reserved matters.

(3) Other Planning Matters:

Local List 2017 Consultation, Breckland District Council – agreed no comments.
Draft Guidelines for Recreational Provision in New Residential Developments
Supplementary Planning Guidance (SPD), South Norfolk District Council – agreed no comments

Gamekeeper Public House – CAMRA has accepted the Gamekeeper as a right to bid for Community Asset; the Parish Council will consider the local shop for same at next meeting. CLERK

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

The Clerk had distributed her Financial Report to Councillor prior to the meeting.

The completion of the purchase of the telephone kiosk has taken place; she has added this to the Council's insurance policy with a replacement cost of £2,000, also the new multi-use bins. The additional insurance premium due, £2.97, was paid by BACS using the Clerk's Spending Power.

The sum of £5,000 has been received being a grant towards the new fencing for the Children's Play Area and is included in the bank balance at 30th June 2017 of £45,535.88.

The sum of £3,201.40 has been received from Norfolk County Council being the balance of the Parish Partnership Award 2016-17 for the work on the Village Hall Car Park.

(b) To agree to pay an invoice from MW Surfacing for £3,841.28 (ie £3,201.40 plus VAT) for the Village Hall Car Park using the balance of the Parish Partnership Award received

Council RESOLVED to pay the invoice from MW Surfacing for £3,841.28; payment to be made by BACS by the Clerk.

(c) To approve payments as per list below:

Council RESOLVED to approve the following payments:

Cheques Dates	Cheque No	Item	Vat £	Gross £
06.07.2017	101901	Mrs E Jolley, Community Car, May 17	0.00	8.55
06.07.2017	101902	J Frost, Community Car, May 17	0.00	18.00
06.07.2017	101903	A Frank, contribution to the cost of a new village noticeboard as at May 2017 Parish Council Meeting	0.00	250.00
TOTAL CHEQUES 06.07.2017			£0.00	£276.55
SOs/DDRs/BACS				
21.06.2017		Norris & Fisher, additional insurance premium for adding telephone kiosk and additional multi-use bins for The Green – Clerk's Spending Power	0.00	2.90
06.07.2017		Mrs H A Clutten, net salary July	0.00	406.09
06.07.2017		Mrs H A Clutten, Broadband, Telephone etc July	0.00	32.00
07.07.2017		MW Surfacing, repairs to land in front of Gamekeeper Public House	120.00	720.00
06.07.2017		S Barker, Grass Cutting of Recreation Area	0.00	132.00
06.07.2017		S Barker, Grass Cutting of Recreation Area	0.00	90.00
07.07.2017		MW Surfacing, repairs to Village Hall Car Park	640.28	3,841.68
07.07.2017		Mrs H A Clutten, postage and stationery	0.00	21.41
03.08.2017		Mrs H A Clutten, net salary August	0.00	406.09
03.08.2017		Mrs H A Clutten, Broadband, Telephone etc August	0.00	32.00
TOTAL SOs/DDRs/BACS			£760.28	£5,686.17

(a) Chairman's Report

The Chairman welcomed Paul Phillips to the Parish Council and suggested that perhaps the unsuccessful candidates might like to join one of the Parish Council's Working Parties.

(b) District Councillor's Report

The Emerging Local Plan is moving forward; it goes to Cabinet on 10th July 2017 then to Full Committee on 27th July 2017. It will then be published so that a further consultation can take place.

The allocation of houses for Old Buckenham is 37; of this number 20 have been identified already, leaving 17 to find over the period of the Plan.

A new street sign has been put in position "The Green leading to Hargham Road"; further new signs may be forthcoming.

(c) Parish Councillor Reports

Councillor Brown remarked on the parking issues when the Ox and Plough has its weekly gatherings – it was suggested that a sign could be put out on Tuesday evenings in the summer asking drivers to go down the road. Councillor Little agreed to speak to Ben Devlin about parking issues.

Councillor Milner reported that he had updated the Old Buckenham Org and PC websites – please let him know if you want anything put on these websites.

The SAM sign has been borrowed by Councillor Milner for the next three weeks.

The Old Buckenham Church funding raising campaign "Raise the Roof" has started, T-Shirts are available for £6 and there will be a coffee afternoon on 21st July 2017.

Councillor Phillips suggested that the Parish Council sponsor a larger event to make the village residents aware of the Norfolk Constabulary's "Dash Cam" campaign – a Saturday in the large room at the Village Hall seems appropriate, he will liaise with the Police.

Councillor Nicholls thanked John Fernihough for his hard work on the Green and wondered if the Green would be cut again in August.

Work will soon start on clearing the pond opposite the Post Office.

(d) Working Parties and Other Reports

(i) Old Buckenham Neighbourhood Plan

Councillor Nicholls and Joel had met with Susan Heinrich of Breckland Council who had said that some of the key issues might be solved by the Breckland Local Plan so that a Neighbourhood Plan for Old Buckenham might not be necessary. It was suggested that Tim Bornett be asked to look at the next Breckland Local Plan consultation document once it was published.

(ii) Attleborough Neighbourhood Plan

This is coming to a close in its current form but a new guise is anticipated.

(iii) Road Safety Working Party

The Local MP, George Freeman, is meeting with the Road Safety Working Party and others next Friday at 3pm.

(iv) Play Area

The state of the Children's Play Area had been brought to the attention of the Parish Council through letters received this evening from concerned parents/residents.

The grass had been strimmed yesterday and needs to be kept neat and tidy during the school holidays. Councillor Hicks said that he was willing to take over the grass cutting from Ben Devlin; he is arranging to have overhanging trees trimmed on Friday.

The Play Area has been inspected by Councillor Hicks twice in the last month. Following on from these inspections he has done various jobs and identified that the tractor and trailer are no longer fit for purpose; these should be roped off so that they cannot be used. Councillors Hicks and Little have agreed to refurbish the tractor and trailer.

The fencing will be done in July/August once the new railing arrive; various Parish Councillors offered to remove the old railings to save the expense of £500 the supplier of the new railings would charge.

Councillor Hicks will be looking at the state of the bark and may remove or replace it, he also hopes to repair the gate temporarily.

The picnic tables will be replaced after the village fete.

(v) Recreation Area

The Village Hall Committee has reported that it believes the Recreation Area belongs to the Parish Council not the Village Hall. This being the case the Parish Council wonders why it has been being rent to the Village Hall for the land all these years.

NCC wants to upgrade the footpath that passes over the Recreation Area for the use of school children; it was generally agreed that NCC should pay for this work and agree to maintain it.

(vi) Chapel Green School

The topping out ceremony will take place on 18th July, 1pm at the Village Hall. The latest report about the building work is on the website.

(vii) Precept Working Party

This will meet in August.

17/132 Highways Matters:

The Clerk was asked to thank Highways for some work that had been carried out in the village and to report various dirty road signs – hopefully the Highways' Rangers can deal with this particular issue.

CLERK

17/133 Report on The Green:

- (a) Signage for multi-use bins – discussed under an earlier item this evening. Also, the Chairman has a map of where all the bins are situated.
- (b) Request to spend up to £300 on tree works on the Green – the Breckland Tree Warden will look at a tree opposite Old Buckenham Stud. **Council RESOLVED** that the Green Management Working Party should spend up to £300 on identified tree works. Another tree was identified by a resident, the Chairman will inspect it.
- (c) Complaint about dog mess on the Green – general consensus is that there is not much that can be done as it is Common Land but the purchase of a bag dispenser was considered but no firm decision made.

GMWP
AJ

17/134 Telephone Box Update:

- (a) Proposal to advertise for a contractor to refurbish the telephone box now that the equipment has been removed – the Parish Council agreed that Councillor Milner should put an item on Facebook. **SM**
- (b) To consider the purchase or rental of a defibrillator following receipt of information from the Community Heartbeat Trust at this evening's meeting – Councillor Milner read out a statement from a retired local doctor asking the Parish Council to consider installing a defibrillator in an alternative location such as the Village Hall as it would be available to more people. A portable machine was discussed for taking to village events but the First Responder present said that she had one.

It was proposed and seconded that the Parish Council should purchase a defibrillator for a site at the Village Hall (subject to Village Hall approval); the vote was carried by four votes to three with one abstention. The Clerk was asked to contact the Village Hall Committee. **CLERK**

17/135 Correspondence:

Invitation to Annual General Meeting of Community Action Norfolk
Signpost Magazine – Community Action Norfolk

Letter re winding up of Norfolk Community Transport Association – the Parish Council agreed not to support the winding up of this important organisation. **CLERK**

17/136 To receive items for the next meeting:

Defibrillator
Chapel Green School
Telephone Box
Community Assets
The Green
Children's Play Area
Recreation Area/upgrade to footpath **CLERK**

17/137 To confirm the date of the next Parish Council Meeting as 7th September 2017, to be held in the Village Hall, Old Buckenham:

Confirmed

17/138 There being no further business the meeting closed at 09.55pm.

Signed by 7th September 2017