

Old Buckenham Parish Council

MINUTES of meeting of the Old Buckenham Parish Council
held on Thursday 7th February 2019 at 7pm in the Village Hall,
Old Buckenham

Present: Councillors J Hicks (Chairman) (JH), G Frost (GF), A Joel (AJ), B Devlin (BD), S Milner (SM), A Nicholls (AN)

In Attendance: R Noyes (Clerk), NCC Cllr Stephen Askew, Oliver Lee (Landscape Partnership), Sarah Dye (Village Green Working Party)

Also present: 5 members of the public

Minute		Action
19/014	<p>Apologies for absence Apologies for absence were received from Councillors D Oakley and D Callaghan</p>	
19/015	<p>Cllr Stephen Askew to update on pedestrian crossing Stephen Askew explained that it is hoped for the crossing to be in place by the start of the new school year in September 2019. However, the council have said that the crossing needs to be lit, despite this not being on the original plans. During his conversations with the council, they insist that any crossing placed there will have to be lit, so he has been pushing for them to install the minimum required light and ensure that the lights are targeted on to the crossing. When asked if they could have a crossing without lights, Cllr Askew clearly stated that any crossing put in, would have to be lit. AJ was disappointed to hear that lights were required and also pointed out that they will have to trim back a listed oak tree. GF raised the question whether the priority was children’s safety or lights on the road? AN also highlighted that if there was an accident between a car and a pedestrian then a crossing would be put in without any consultation with the Parish Council. There was concern from JH and SM that if there was any objection to the lights or crossing, that the crossing would go back to consultation stage and may even be lost altogether and it has taken approximately 2 years to get this far. Sarah Dye explained that it was important for Councillors to look at the overall picture rather than just focus on their personal opinion. A member of the public disagreed with the whole crossing as he felt it that a lot of time and money was being spent on putting it in the wrong location. JH explained that there was not a perfect location in the village as people approach the school on foot from lots of directions. Cllr Askew summarised that while it was a disappointment to have the addition of lights, the Parish Council were getting the crossing they had requested, and that we couldn’t pick and choose aspects that we want/don’t want. It was also highlighted by a member of the public that a lot of time and money had been spent on the project so far and would be a shame to waste it and that sometimes making the right choice isn’t always the most popular. JH thanked Cllr Askew on behalf of the Parish Council for the hard work and time he had put into the project so far. Support changes and the crossing overall: APPROVED (6 for)</p> <p>While in attendance, Cllr Askew explained that the potential new trod on Hargham road towards the junction could cost approximately £23,000. Also, the drain on church lane that has been causing problems is still being investigated but unable to find the course of the problem at the moment.</p>	
19/016	<p>Presentation from Mr Oliver Lee from Landscape Partnership The Village Green Working Party had contacted Mr Oliver Lee about how best to</p>	

	<p>use/manage/improve the Green. Mr Lee explained that due to its size, the Green fragments the village up into separate areas, whereas we need to look at ways to use the Green to bring the village together. Mr Lee showed various examples of areas his company had worked on and explained that various aspects would be incorporated: environmental, social, traffic, visual etc. They would firstly learn about the village before presenting several options that could be discussed and fine-tuned with the Council and the village. Several members of the public commented how much better the Green looked after recent work and were keen to see how it could be improved further. SM raised the point of needing a long term plan for the Green and village, which brought up the Neighbourhood Plan. AN explained that the Neighbourhood Plan had only been reinstated 3 months ago so not much progress yet but the proposal put forward by Landscape Partnership will be part of the Neighbourhood Plan. The two aspects need to be unified and cohesive. The issue of funding was raised by the public and AN assured them that there were various methods of funding the project including grants, funds or borrowing money (although no SIL in Breckland). The Green Working Party will fund Mr Lee's initial work initially, as a sub-committee of the Parish Council, although £1000 has been donated towards costs by a member of the public, so only £800 required. First report will take approx. 2-3 months.</p> <p>Funding for Oliver Lee's work APPROVED (6 for)</p> <p>Contract required for Oliver Lee</p>	
19/017	<p>To approve the minutes of the meeting held on 3rd January 2019</p> <p>Minutes APPROVED (4 for, 2 abstained)</p>	
19/018	<p>To receive reports of matters arising from those minutes: for update and information only</p> <p>None</p>	
19/019	<p>Public Participation relating to agenda items only</p> <p>A member of the public raised the issue of the speed of vehicles travelling down Fen Street. She explained that there was lots of foot traffic and farm traffic in the section of Fen Street that was outside of the 30mph zone. SM had started investigating the speed restrictions of the village and found that the majority of houses lay within 30mph zones, however there were the exceptions: Stacksford, Fen St, Ragmere and Grove Road were highlighted. SM asked that RN send a letter to Highways, requesting a review of the speed restrictions within the village. JH added that the more letters and emails about this, the better so encouraged any affected residents to write to Highways themselves. It was also requested that Harlingwood Lane be added to the list.</p> <p>A member of the public explained that a subcommittee made of up Parish Councillors and members of the public was set up years ago to work on getting a crossing. It was asked if this subcommittee still existed. JH explained that yes it still existed and that the public involved in that committee have been kept up to date with developments.</p>	RN
19/020	<p>To record declarations of interests not already recorded in the current Members' Register of Interests</p> <p>None to record</p>	
19/021	<p>Financial Matters</p> <p>DO absent but passed on financial report.</p> <p>Balance in community account (29/01/19): £39,809.42</p> <p>Balance in premium account: £2,877.49</p> <p>Income received:</p> <p>VAT refund: £1,272.66</p>	

	<p>Allotment Rent: £80</p> <p>Payments to be approved: R Noyes: £150 Gemini Accounting: £200 E Jolley: £48.15 L Gedge: £18.45 NALC Clerks Course: £132 Broadland Tree Services: £288 Glasdon: £198.14 Total Payments: £1,304.74</p> <p>SM added £60 for Village Workman for noticeboard removal and repair of wall New bin has been delivered.</p> <p>Payments APPROVED (6 for)</p>	
19/022	<p>To consider planning applications and to receive Breckland District Council’s decisions made on any planning applications received before the meeting: (All planning applications are available for viewing on the Breckland District Council planning portal – www.breckland.gov.uk/article/2933/Search-Planning-Applications - Parish Councillors have been asked by the chairman to view the new applications in advance of the meeting</p> <p>a) New Planning Applications</p> <p>i)</p> <p>REFERENCE: 3PN/2019/0001/UC</p> <p>PROPOSAL: Change of use of agricultural building to a dwelling (permitted development)</p> <p>LOCATION: OLD BUCKENHAM: Old Buckenham Country Park Old Buckenham</p> <p>APPLICANT: Mr B Devlin</p> <p>BD explained that there was a Government scheme to convert agricultural buildings to residential use. Their previous application was declined due to their addition of a concrete floor. However Government regulations have now changed and a concrete floor is not considered development. This is a new application due to the change of regulations. BD then left the room to allow discussion and voting. APPROVED (2 for, 3 abstained)</p> <p>ii)</p> <p>REFERENCE: 3PL/2019/0040/HOU</p> <p>PROPOSAL: two storey and single storey extensions to farmhouse</p> <p>LOCATION: OLD BUCKENHAM: Shardalows Farm Fen Street Old Buckenham</p> <p>APPLICANT: Mr & Mrs Stephen & Pamela Brown</p>	

	<p>APPROVED (5 for, 1 abstained)</p> <p>iii) REFERENCE: 3PL/2019/0083/HOU</p> <p>PROPOSAL: Two storey side extension & internal alterations</p> <p>LOCATION: OLD BUCKENHAM: Manor Corner, The Green Old Buckenham</p> <p>APPLICANT: Mr Paul Blaver</p> <p>DECLINED due to over development of site (2 for, 1 against, 3 abstained)</p> <p>b) Planning Decisions by Breckland Council</p> <p>i) REFERENCE: 3PL/2018/1375/HOU</p> <p>PROPOSAL: Conversion of Part Ground Floor to Form Annex, New First Floor Accommodation above Existing Footprint (Including Increased Ridge height), Attached New Garage & Replacement Conservatory.</p> <p>LOCATION: OLD BUCKENHAM: Walnut Shade Cake Street Old Buckenham</p> <p>APPLICANT: Mr & Mrs Hodgson</p> <p>The above application has now been considered and the application has been APPROVED.</p> <p>ii) REFERENCE: 3PL/2018/0719/F</p> <p>PROPOSAL: Residential development of 12 dwellings and associated external works.</p> <p>LOCATION: OLD BUCKENHAM: Land South of March Field Way Old Buckenham</p> <p>APPLICANT: Places for People</p> <p>CASE OFFICER: Julie Lawson</p> <p>The above application has now been considered and the application has been APPROVED</p>	RN
19/023	<p>Phone Box (what is the best use of this)</p> <p>BD explained his idea from previous meeting about using the phone box as an information point for the village: maps, walks, events, heritage, suggestion box for public etc. A member of the public suggested housing a defibrillator in it, however the location of current and future defibrillators has already been chosen. Defibrillator due to be</p>	

	<p>installed on Village Hall on 17th February. Converting phone box into information centre: APPROVED (6 for)</p> <p>JH explained that it has started leaning and will need repairing due to its Grade II listing. One company contact about lifting and replacing refused to do it due to fragility worries. Materials have been donated to repair and local workman has offered to do the work for free. Would have to replace glass at the top, where it says 'Telephone'. A member of the public mentioned that a company that used to deliver phone boxes was based locally and could move it elsewhere in the village if wanted. However it was felt that the current location was good.</p>	
19/024	<p>The use of the Green by the Ox and Plough Public House Yearly agreement for rent of an area of the village Green for use by the Ox and Plough Public House is due to end in March. The previous agreement was a little vague on the area included in this agreement and it was felt clarification was needed. AN suggested drawing the specific area on a map. JH also suggested the rent stay the same for the next agreement but that in the future it would increase in line with inflation and be paid in two instalments. If any extension of that area was required for an event by the Ox and Plough Public House, then they would need to apply to the Parish Council. APROVED (5 for, 1 abstained) RN to write a new agreement and send to The Ox and Plough Public House, along with first invoice.</p>	RN
19/025	<p>Reports:</p> <p>a) Chairman's Report</p> <p>i) Initial date for Annual Parish Meeting falls within PURDH and therefore has been changed to 31st May as this will give villagers the chance to meet the new Council and provide any new ideas.</p> <p>ii) Nomination forms for Parish Council Elections need completing and handing in by 3rd April. AJ happy to help anyone. Any members of the public who require a form to contact the Parish Clerk. A member of the public raised the issue of advertising to the public. SM has a portable notice board which he can place in pub, for example. AJ explained that New Buckenham published an article about becoming a Counsellor, and asked that RN wrote a similar article for publication in Parish Magazine and on Facebook.</p> <p>b) District Councillors Report</p> <p>i) The Cabinet met this week to make a recommendation of the Breckland share of the Council Tax. It was agreed to set the Council Tax at £88.83 for a Band D property in 2019-20, a £4.95 per annum increase on 2018-19. This will be recommendation to Full Council on 21st February 2019 for approval.</p> <p>ii) Norfolk Councils have been successful in being awarded one of the 15 retained NNDR 75% Pilot Scheme for 2019-20. Breckland will invest 50% in the Growth and Investment Fund and 50% to the General Fund.</p> <p>iii) The Legal 106 has now been signed off and planning approval given for the 12 New Cotman Housing Association Houses in March Field Way. These properties are built under the Local Connection Scheme and are available to local people for rent. To qualify you must live, work or have family in Old Buckenham. There is a mix of 1, 2 and 3 bedroom houses and building should start in March/April 2019. For those interested, they must add their name to the Breckland Council (details on Breckland website)</p>	RN

	<p>c) Village Green Working Party</p> <ul style="list-style-type: none"> i) Tall tree near War Memorial requiring work to reduce height although this could cause rapid new growth as a healthy tree. Recommendation by Breckland Tree Officer to plant several replacement trees and then in approx. 8-10 years fell the original tree. ii) Track outside the Gamekeeper requires repair. A contractor has been agreed (after receiving several quotes) and the Brewery has agreed to share the £710 cost. The Green Working Party will pay the Brewery £355 (as the Brewery want the contractor to do some additional work which they will pay for). iii) Village Workman to cut back and clear vegetation growing into Rod Alley Pond. Initially payment of £70 quoted but clarification of the exact work will be required. iv) Woodland Trust have advised about planting three native British tree species around Ottomer Pond. It is believed that these trees can be sources for free from several charities and will be planted by Working Party Members. v) Several willows over grown around the bus shelter. One quote for £500 (for person and equipment for one day). JH asked for more quotes, including removing the brash. <p>d) Road Safety None</p> <p>e) Play Area Passed its annual safety inspection. Some minor repairs needed and Playdale have been contacted about parts.</p> <p>f) Recreation Area None</p> <p>g) Councillors Reports</p> <p>SM:</p> <ul style="list-style-type: none"> i) 1 year since telephone mast was approved. Phone company is trying to change terms of access to 24hrs. Discussions are still ongoing. ii) Old Buckenham High School's 80th Anniversary approaching. Project to interview past pupils. Anyone who was/knows past pupils, please contact Dana Eden at the High School. iii) A website is being created of defibrillators and they have requested details of Old Buckenham's. JH informed that once active, he will pass on required information. <p>AN: Football club informed that they can use MUGA at Chapel Green School during the daytime and they are going to contact the Headteacher. If demand for the outside space increases, then lighting options will be investigated to allow evening use.</p>	
19/026	<p>To consider items for next agenda Action Log update</p>	
19/027	<p>To confirm date of next Parish Council meeting to be held on Thursday 7th March at 7.30pm to be held at Old Buckenham Village Hall Confirmed</p>	

**Old Buckenham Parish Council
Budgeted Expenditure 2019/20**

Types of Expenditure:	Draft		Final
	2018/19	2019/20	2019/20
Allotments	250.00	250	250
The Green		2000	2000
Play & Rec Area	500.00	500	500
Precept Grants	2,751.57	2759.98	2759.98
Community Car Scheme	1,000.00	1000	1000
Miscellaneous	300.00	300	300
Village Newsletter Paper	450.00	500	500
Contingency Fund for Village Maintenance	2,000.00	2000	2000
Village Sign Maintenance	815.00		
Christmas Tree	500.00	500	500
Administration:			
Salaries	6,795.00	4500	6000
Clerk's & Councillors Expenses	410.00	400	400
Postage and Stationery	300.00	300	300
Audit Fees	235.00	235	235
Village Hall Hire	280.00	280	280
Subscriptions	500.00	500	500
Training	200.00	400	600
Insurance	900.00	900	900
Total	£18,186.57	£17,324.98	£19,024.98
Transfer to Reserves (see below)	3,500.00		3525
For Reserves Additions			
War Memorial			1000
Neighbourhood Plan			125
Election Reserve			2400
Defibrillator			
The Green	3500.00		
Total Budgeted Expenditure 2018/19	£21,686.57	£17,324.98	£22,549.98
Less budgeted income 2018/19	1,280.00	1280	1280
Less transitional grant BDC	246.00		
Reserves			
Total	£1,526.00	£1,280.00	£1,280.00
Precept Raised	£20,160.57	£16,044.98	£21,269.98