

Old Buckenham Parish Council

MINUTES of meeting of the Old Buckenham Parish Council
held on Thursday 3rd January 2019 at 7:30pm in the Village Hall,
Old Buckenham

Present: Councillors J Hicks (Chairman) (JH), A Joel (AJ), D Callaghan (DC), B Devlin (BD), S Milner (SM),
D Oakley (DO)

In Attendance: R Noyes (Clerk)

Also present: Two members of the public

Minute		Action
19/001	Apologies for absence Apologies for absence were received from Councillors G Frost and Andy Nichols	
19/002	Welcome and introduce our new Parish Clerk Rachel Noyes welcomed and introduced as new Parish Clerk by JH	
19/003	To approve the minutes of the meeting held on 6th December a) 18/107: AJ wanted to change of wording 'Rate of Pay' to 'Fee' b) 18/115: JH had been contacted by Emerald Tree Services to complain about their name being published in December's minutes against a high quotation claiming it reflected poorly on his company. AJ explained that names had always been published in the past. BD and SM agreed that everything discussed in a public meeting should be published. DC highlighted that it could affect his business and that Councillors should have checked the minutes before publication. No one had contacted JH about the minutes. RESOLVED: Quotations should be published for clarity with parishioners, but they should be anonymous. RESOLVED: letter to be sent to Emerald Tree Services apologising for mistake RESOLVED: Councillors will have one week to check the minutes of the meeting before being sent to and published in PC Magazine. c) 18/112 a): address of residence not mentioned. Walnut Shade, Cake Street Minutes accepted subject to amendments	RN
19/004	To receive reports of matters arising from those minutes: for update and information only AJ informed that Oliver Lee was unable to attend this months meeting and so will be coming to February's meeting instead. Public to be notified. AJ informed that the Christmas tree will be removed on Saturday 5 th morning and would require help packing away lights. No letter had been sent to Breckland Council regarding planning issues from 18/112a. Clerk to put objection via website. AJ asked when the wall behind the old Parish Council notice board would be repaired. SM to organise repair work.	RN SM
19/005	Public Participation relating to agenda items only Parishioner wished everyone a Happy New Year. He explained that while he liked the objectives of the council but doesn't always feel like they were being achieved. 41 meetings ago, the matter of a blind drain which caused frequent flooding to his garden, was mentioned to Councillor Askew however, nothing has been done. JH agreed and stated that Norfolk CC and Highways will be informed in order to investigate and complete any work. Parishioner also asked if there will be a public consultation regarding the location of the	JH

	<p>crossing of the B1077 as he did not feel that the proposed location was the most useful or logical. The public should be provided with more information regarding the crossing. SM explained that the Council had no choice of location and as the process has taken so long, and even failed in the past, we should focus on the positives that we are getting a crossing and should work together to find best ways of making it work for the village. SM to write to Councillor Askew to ask for an update on the crossing.</p> <p>The parishioner commented that he felt good progress had been made in the village by the Parish Council and felt that the hard work should be demonstrated and highlighted to the parishioners. Is getting rid of a designated PC noticeboard diluting the importance of the council?</p> <p>DC raised the issue of moles on the Green and that after all the hard work and money spent on it, it now highlights the mess made by the moles. No representation of the Village Green Committee was present to comment. AJ explained that a previous attempt was unsuccessful as it was too big an area to control. It is an expensive process with no guarantee of success.</p>	SM
19/006	<p>To record declarations of interests not already recorded in the current Members' Register of Interests</p> <p>None to record</p>	
19/007	<p>Financial Matters: to finalise Precept Budget for 2019/2020</p> <p>Precept Budget for 2019/2020 is £21,269.98. Please see attachment for a detailed breakdown</p>	
19/008	<p>To consider planning applications and to receive Breckland District Council's decisions made on any planning applications received before the meeting:</p> <p>(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 REFERENCE 3PL/2018/1460/VAR PROPOSAL Removal Restriction on pp W.8024 and W.8523 LOCATION Meadowcroft Doe Lane, Old Buckenham APPROVED (4 approve/1 objection/1 abstain)</p> <p>b) Planning Decisions by Breckland Council None</p>	
19/009	<p>Discuss and implement a tick box document for planning issues</p> <p>JH provided a laminated sheet with a tick-box list of factors that are considered during the planning process. It also clearly states reasons that cannot be considered. It is laminated so that it can be reused by Councillors for each planning application. AJ explained that the tick-box can be used to determine the balance of for/against arguments for an application. BD found the sheet nice and clear, simple and straight forward. He also hoped to develop one in the future so that it runs along-side the Neighbourhood Plan in considering what we want within the village. DC mentioned that they hoped to complete the next Village Survey both online and post.</p>	
19/010	<p>Assets of community "Right to Bid"</p> <p>JH introduced the idea of adding the village shop to a list of Assets of Community Value which would allow the village to bid for the building, should it be put up for sale in the future. If we were interested we would have 6 weeks to bid and then a further 6 months to find the money. BD questioned whether having a community shop would be a good idea due to the difficulty in staffing it. It would be a large commitment by the village. Other villages with community shops/pubs were having trouble staffing it and therefore</p>	

	<p>resorted to paying salaries. DC reminded that it is important to a lot of people in the village, especially as it houses the Post Office. DC also suggested that it could simply owned by the village and then rented out. JH explained that adding the shop to the list of village assets would simply give the PC the option to bid in the future.</p> <p>RESOLVED Village shop to be added to the list of village assets (6 approve/0 objections/0 abstain)</p>	
19/011	<p>Reports:</p> <p>a) Chairman’s Report</p> <ol style="list-style-type: none"> 1. Defibrators ready to be installed. Been let down by 3 electricians already. 2 are coming to quote for work next week. Should hopefully be completed by the end of January. 2. Phone Box: Grade II listed so has to be repaired, specifically the glass pane at the top stating Telephone. Is leaning towards the pond so will be lifted and placed on new base as we as being fully restored. Ideas needed for use after restoration. BD suggested using it as a community hub of information: Parish Council Minutes, a drop-box for suggestions/comments by residents, maps for walkers, surveys, What’s On information. Full discussion at next month’s meeting. JH to get quotes for restoration work, although keen to use community help if possible too. <p>b) District Councillors Report</p> <ol style="list-style-type: none"> 1. Breckland Council will be holding a Town and Parish Forum on Thursday 21st February in the Committee Suite at Elizabeth House, Dereham from 5.45pm. It is hoped that a Councillor(s) from the Parish Council will attend. 2. The consultation on the recommendations from the Inspector on the Local Plan should take place for a 6 week period during January/February. Councillors and residents will be informed when dates are received. 3. Planning Committee to discuss Attleborough SUE outline Planning Application should be early February (date not confirmed yet). In view of comments from the Parish Council in September 2017 and the views of residents, a Parish Councillor should speak at the meeting. Date to be confirmed. SM dealt with it previously and will attend to speak. JH also offered to speak, provided SM could provide the information. 4. If any rough sleepers are spotted, especially during this cold weather, contact Breckland Council on 01362 656870 for emergency shelter. <p>c) Village Green Working Party No one present</p> <p>d) Road Safety None</p> <p>e) Play Area None</p> <p>f) Recreation Area Goals in a poor state. Local children to be consulted on what they would like to have there and ideas of use. DC to speak to OBHS for possible collaborative work. SM asked previously on social media, but received no suggestions. JH explained that work was planned to build a shelter, however idea got scrapped</p>	<p>JH</p> <p>DC</p>

	<p>once OBHS became part of the Sapientia Education Trust (SET).</p> <p>g) Councillors Reports</p> <p>SM: Village Cinema is being relaunched. First film is Lawrence of Arabia on 16th February.</p> <p>DO: None</p> <p>DC: None</p> <p>BD: apologies for pushing on with agenda and stopping people from deviating from planned topics.</p> <p>AJ: If lighting was erected on the MUGA it would have to be paid for by NCC and Planning Permission obtained as its an addition to the original plans agreed for CGS.</p> <p>JH: Twice a year meeting takes place between Parish Council and Village Hall Committee (VHC). First is on January 23rd at 7pm. VHC against including Green Committee, as suggested by JH. JH/AJ/BD/SM all volunteer to attend.</p> <p>Village Parish Meeting on 22nd March 7:30pm. All Councillors requested to attend. Guest speaker required, any suggestions to JH. Nothing political as it is in the run up to elections.</p>	
19/012	<p>To consider items for next agenda</p> <p>Phone box</p> <p>Purchase of more defibrillators</p> <p>Oliver Lee Presentatioon</p>	
19/013	<p>To confirm date of next Parish Council meeting to be held on Thursday 7th February at 7.30pm to be held at Old Buckenham Village Hall</p> <p>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
The Green			2000
Play & Rec Area	500.00		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