

**Old Buckenham Parish Council**

**Draft MINUTES OF THE MEETING of Old Buckenham Parish Council held on Thursday 2<sup>nd</sup> November 2017 at 7.30pm in the Village Hall, Old Buckenham**

Present: A Joel, Chairman (also BDC), R Boggia, S Hornbrook, J P Little, S Milner, P Philips

In Attendance: Mrs H A Clutten, Clerk

Members of the Public: 16

**ACTION BY:**

**17/174** The Chairman welcomed everyone to the meeting.

**17/175** **To Consider Accepting Apologies for Absence:**

**Council RESOLVED** to accept apologies from Councillors Brown, Devlin, Hicks, Kemp and Nicholls.

**17/176** **To Approve the Minutes of the Council Meeting held on 5<sup>th</sup> October 2017:**

The draft Minutes of the meeting held on 5<sup>th</sup> October 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 5<sup>th</sup> October 2017. The Minutes were signed by the Chairman Adrian Joel.

**17/177** **To Receive Reports of Matters Arising from the Minutes of 5<sup>th</sup> October 2017 for update and information only:**

It is hoped to soon do some work to improve the track outside the village shop.

Mr Boggia has agreed to check on the electricity supply in the BT kiosk.

There has been no response yet from NCC regarding the upgrading of the path at the Village Hall. Morgan Sindall will soon renew the fencing at the Village Hall.

**17/178** **Public Participation relating to agenda items only:**

**Council RESOLVED** close the meeting for public participation to take place. The following points were raised:

- A number of resident dog owners had attended the meeting to find out what was going to happen about dogs on the Green. It was pointed out that dog owners should be advised to keep their dogs on leads during the bird nesting season.
- Agreed that the Green had been much cleaner since some advisory notices had been put on the multi-use bins.
- Is having a defibrillator in the telephone kiosk too close to the Village Hall?
- The issue of upgrading the path to the new school has not yet been resolved.
- Agreed that Road Safety Working Party should take on a study of residential parking in the village.
- Why can't buses park behind the Village Hall?
- Why is the village becoming a car park for buses etc – agreed to put on next month's agenda.
- Members of the Green Management Working Party gave a report on the last meeting:
- 

**RB**

**Clerk**

- (a) Not possible for the free mowing to continue because of the mole hills but the contractor has stood by his agreement for the current year.
  - (b) There will be a final cut and strim in preparation for winter.
  - (c) Footpath at the Village Shop is to be compacted to make it more accessible for walkers.
  - (d) Breckland Tree Officer came to look at the trees and give advice.
  - (e) It is hoped to have a talk by the Norfolk Wildlife Trust on environmental issues.
  - (f) Gemma Frost has joined the Working Party.
  - (g) Next year it is hoped to do some work on ottomer pond; an application has been made to remove some trees and branches.
  - (h) The Working Party is proposing to the Parish Council that the path alongside Rod Alley Row be improved at a cost of £1060.
  - (i) The Working Party would like to carry out a survey of residents, perhaps February 2018, to gain a sense of what people think has been done right or wrong and what could be done better.
- There appears to be a difference of opinion on the exact status of all or part of Rags Lane, public footpath or not? NCC is willing to meet people on site with a copy of the definitive map
  - The Village Hall Management Committee would like to have a joint meeting now and again with members of the Parish Council. Asked that this be put on the agenda in December 2017.
  - It was pointed out that a dog bin had been placed near a seat at the shop, could this location be reconsidered?

Clerk

The Chairman re-opened the meeting.

**17/179 To record declarations of interest not already recorded in the current Members' Register of Interests:**

None

**17/180 Dogs on leads issue:**

Council agreed to take agenda item 9c next.

It had become clearly during public participation that the Council needed to put an end to this ongoing issue or discuss it. **Council RESOLVED to put an end to discussing the issue.**

The resident dog owners were thanked for coming to the meeting.

**17/181 To consider planning application and to receive Breckland Council's decisions made on any planning application received before the meeting:**

**(1) Planning Application Consultations:**

9 The Old Yard – erection of office building. Council resolved to support this application. Chapel House, the Green – creation of a separate residential unit. Council resolved to support in principle but did not believe that there was enough information about vehicle parking.

Clerk

Chapel House, the Green – Listed Building Application to form a flat in upper floor. Council resolved to support in principle but did not believe that there was enough information about vehicle parking.

**(2) Planning Decisions Made By Breckland Council – none received.**

The Chairman reported that Breckland Council did not have any problem with removing the trees in ottomer pond.

A new location has been found for a mobile telephone mast in Old Buckenham. The

company involved is currently carrying out a consultation exercise.

The Chairman also reported that a small part of the land in the Attleborough SUE was in the parish of Old Buckenham and that he will be talking to the Breckland Officers directly to clarify the use of the land and if necessary a meeting is to be arranged with someone from Breckland to make residents' feelings known before the application goes to Planning Committee.

**AJ**

**17/182 .Financial Matters:**

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

The Clerk had circulated a Financial Report prior to this meeting. The bank balance on 18<sup>th</sup> October 2017 was £33,498.69. The allotment invoices have been issued and a further sum of £450 has been received for Community Car Mileage.

Money is still outstanding from Enterprise Inns and the Green Rights' Proprietors (wayleave payment) for the Green.

**(b) To approve payments as per list below:**

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

<b>Cheque Dates</b>	<b>Cheque No</b>	<b>Item</b>	<b>Vat £</b>	<b>Gross £</b>
02.11.2017	101910	D Kessler, Com Car September 2017	0.00	119.25
02.11.2017	101911	E Jolley, Com Car September 2017	0.00	35.55
02.11.2017	101912	J Frost, Com Car September 2017	0.00	9.00
02.11.2017	101913	J Frost, Com Car, July & August 2017	0.00	5.40
<b>TOTAL CHEQUES 02.11.2017</b>			<b>£0.00</b>	<b>£169.20</b>

**SOs/DDRs/BACS**

09.10.2017	Old Buckenham Village Hall, Hall Hire	0.00	62.00	
09.10.2017	S Barker, cutting Recreation Area	0.00	96.00	
09.10.2017	Mrs H A Clutten, purchase of litter bin authorised in October	16.80	100.79	
18.10.2017	Mrs H A Clutten, purchase of paper for Newsletter	82.62	495.72	
02.11.2017	Mrs H A Clutten, net salary November	0.00	406.09	
02.11.2017	Mrs H Clutten, Broadband, Telephone etc November	0.00	32.00	
03.11.2017	Mrs H A Clutten, post and stationery since 17.06.2017	0.72	20.73	
03.11.2017	Society of Local Council Clerks, Subscription	0.00	168.00	
03.11.2017	J C Frost & Co, Allotment Rent	0.00	450.00	
<b>TOTAL SOs/DDRs/BACs</b>			<b>£100.14</b>	<b>£1,831.33</b>

**17/183 Reports:**

**(a) Chairman's Report**

The war memorial is to be cleaned and the grass cut in readiness for Remembrance Sunday; Councillor Boggia will lay a wreath on behalf of the village.

The Chairman is arranging to visit the Norfolk Records Office with the Clerk and Councillor Hicks.

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

Attleborough Town Council has requested the main car park become a "Pay & Display" car park.

Breckland Council has launched a more user-friendly website.

The new broadband boxes will soon become live.

Breckland has applied for funding from Highways England to locate four charging points for electric and hybrid cars near major routes in Breckland.

**(c) Parish Councillor Reports**

Councillor Milner reported that the village has the use of the SAM Sign for a few weeks. He has taken a dash cam photograph of an errant lorry and has submitted it to Norfolk Constabulary; no response received yet.

A 'Road Narrows' sign has been requested for Hargham Road.

The village church has not been successful in getting funding from the National Lottery to rethatch its roof.

Councillor Hornbrook reported that there is a broken stile on the footpath from Doe Lane to Dam Brigg- Clerk to advise NCC.

**Clerk**

**(d) Working Parties and Other Reports**

**(i) Old Buckenham Neighbourhood Plan**

Nothing to report.

**(ii) Attleborough Neighbourhood Plan**

The Town Referendum will soon be carried out.

**(iii) Road Safety Working Party**

There has been no response from Norfolk County Council since the Clerk sent a letter; the Clerk was asked to contact County Councillor Askew. Councillor Boggia will look at the car parking issue.

**Clerk  
RB**

**(iv) Play Area**

Councillor Hicks is to do some work to make it the Play Area safer and will also do some painting.

**(v) Recreation Area**

Morgan Sindall will be doing some repairs to the fencing in the next few weeks. Still waiting for some ideas from the school pupils for the Recreation Area and also the bus shelter.

**(vi) Chapel Green School**

The new school will be opening in January.

- 17/184 Report on The Green:**
- (a) A report had been given earlier in the meeting by members of the Working Party; they were thanked for their work.
- (b) The Working Party is proposing that the Parish Council improves the track by Rod Alley Pond and has obtained two quotations for the work. **WP**
- After some discussion **Council RESOLVED** to defer the decision until further information is obtained.
- (c) Council agreed not to change its charging policy for the Ox & Plough until the next financial year.
- (e) The dog on lead issue had been discussed at item 17/180.
- 17/185 Village Sign:**
- The Pride of Breckland awards are no longer available to fund the work on the village sign.
- Council RESOLVED** to have the sign grit blasted and repainted in the Spring and to raise the cost, £815, through next year's Precept. **AJ Clerk**
- 17/186 Proposal for a Village Event/Fund Raiser:** **Clerk**
- Agreed to leave this item until next month.
- 17/187 Telephone Kiosk Update:**
- Discussed under matters arising.
- 17/188 Highways:**
- There is to be a temporary closure of Abbey Road.
- 17/189 Christmas Tree Update:**
- The Chairman reported that the contractor was on holiday and hopes he will make contact on his return.
- 17/190 Compilation of a Welcome Pack:** **SB PP**
- The work on this is progressing.
- 17/191 Village Handy Person:** **AN**
- Councillor Nicholls is co-ordinating a list of possible contractors and a 'to do' list.
- 17/192 Does the Parish Council wish to record which things have been done or not done since the last meeting?**
- There was a discussion on trying to achieve better communication with residents. It was agreed to have an item on the agenda next month regarding communication. **Clerk**
- There was a further brief discussion on whether or not there should be a second session of Public Participation at the end of the meeting – no decision made.
- It was suggested that Matters Arising should be used to report things which had been done or not done. **Clerk**
- 17/193 Correspondence:**
- Glasdon Leaflets

**17/194 Items for next Agenda:**

- Telephone Kiosk
- Parking in the Village
- Village Event
- Village Sign
- ADP Meeting Report
- Welcome Pack
- Rod Alley Row Track
- Village Job Update
- Public Participation
- Communication
- CPR Courses
- Meetings with Village Hall Management Committee

**WP**

**AJ**

**AN**

**17/195 To confirm the date of the next Parish Council Meeting as 7<sup>th</sup> December 2017, to be held in the Village Hall, Old Buckenham:**

Confirmed as well as the Precept Meeting on 16<sup>th</sup> November 2017.

**17/196** The meeting closed at 9.45 pm.

**Signed by .....** 7<sup>th</sup> December 2017

DRAFT