

## Old Buckenham Parish Council

### MINUTES OF THE MEETING of Old Buckenham Parish Council held on Thursday 7th December 2017 at 7.30pm in the Village Hall, Old Buckenham

Present: A Joel, Chairman (also BDC), R Boggia, S Hornbrook, J Hicks, P Little, P Philips, A Nicholls, B Devin

In Attendance: Mrs G. Frost

Members of the Public: 4

#### ACTION BY:

17/203 **To Consider Accepting Apologies for Absence:**

**Council RESOLVED** to accept apologies from Councillor Milner

17/204 **To Approve the Minutes of the Council Meeting held on 2nd and 16th November 2017.**

The draft Minutes of the meeting held on 2nd and 16th November 2017 had been circulated to Councillors before this meeting

**Council RESOLVED** (5 in favour and 3 abstaining) to approve the minutes as a true and accurate record of the meeting held on 2<sup>nd</sup> November. The minutes were signed by the Chairman Adrian Joel.

Regarding minutes from 16<sup>th</sup> November;

- **Amendment**
- Minute 17/195 should read 17/202  
17/201 Change to read: "The meeting was then Adjourned by the Chairman as the Clerk had left the meeting".
- Councillor Hornbrook expressed disappointment that grant applications haven't been circulated as expected and handed round in meeting thr

With the above amendments made Council RESOLVED (6 in favour and 2 abstaining) to approve minutes as a true and accurate record of the meeting held on 16<sup>th</sup> November 2017.

17/205 **To Receive Reports of Matters Arising from the Minutes of 2nd and 16th November 2017 for update and information only:**

Defibrillator in telephone box

- Agreed having a defibrillator in the telephone kiosk is not too close to the Village Hall defibrillator. The telephone box is a more central location in the village and therefore deemed an appropriate location.
- Parish Clerk is following up on the defibrillator due to be supplied by the Heart Foundation who obtain full grant funding from

The National Lottery.

- Councillor Little has looked at the glazing in the telephone box and confirmed he is still happy to replace the glass with polycarbonate, but we may look to adjust the design from the inside as each glass panel is riveted in and this may be difficult.
- It was felt that as this was a minor amendment listed building consent wasn't necessary but agreed the Council must check before undertaking any work

Council

There has been no response yet from NCC regarding the upgrading of the path at the village hall, Village Hall committcoucilee have confirmed they will not accept responsibility for necessary improvements

Agreed buses could not use recreation ground behind village hall as ground isn't hard enough, and could cause further traffic problems in the car park

Letter regarding the broken stile has been returned addressee unknown and need to be resent to land owner who owns stile

Next meeting PC meeting in January 2018 will be precept meeting, precept needs to be with Breckland Council by 29<sup>th</sup> January 2018.

17/206

### **Public Participation relating to agenda items only**

Members of the Green Management Working Party gave a report on the last meeting. The full report was distributed to Councillors during the meeting;

a) final cut spending (already approved)

b) Rod Alley pond improvement and feedback survey in next 6 villages newsletter in February at a cost of £50.

22c) Tree Tagging – cost including ID tagging and mapping of every tree including ownership so database can then be formed for future use. To enable the easy identification of every tree to help both the members of the public and the Council. John Davison has agreed to do tagging. Owners would not be financially responsible but will be asked for contribution but the intension of the tagging and mapping is not designed to push that.

Councillor Hornbrook reported that it was agreed a tree survey should have been done before responsibility moved from green rights to working party.

Working Party reported only Ash trees had previously been mapped and there was no documented professional tree survey already completed

A parishioner pointed out that a gentlemen from the Council was seen on the green recently looking at trees and potentially conducting some kind of survey. However no one has any idea who this was and it was therefore

suggested the Parish Council write to NCC to find out more.

Permission to pursue registering green with Defra. Working Party wanted to confirm this is not to make a registration purely to look into what is available.

Location of xmas tree has been finalised and will be placed on the Green in front of the Ox and Plough. Councillor Hornbrook requested to attend the meeting on 8<sup>th</sup> at 1pm to view the suggested location and help make any decisions.

Chairman congratulated Working Party on the work done to green

Date for liaison meeting between Village Hall and Parish Council. Decided date would be agreed in January Parish Council Meeting where both parties would bring suggested dates

Congratulations from public on getting green cut and how good it looks

17/207

**To record declarations of interests not already recorded in the current Members' Register of Interests**

None

17/208

**To consider planning applications and to receive Breckland District Council's decisions made on any planning applications received before the meeting:**

(1) Attleborough SUE

Councillor Boggia and Councillor Joel attended Attleborough ADP meeting and both expressed their thoughts to the developer.

Cllr. Joel had a meeting with Simon Wood at Breckland Council on 17th November and expressed the concerns of PC and Residents over land in the Parish of OB being in the Attleborough SUE, there was to be a meeting with the Developers on 4th December and this item was on the Agenda

Councillor Joel spoke to Simon Wood 6<sup>th</sup> December re meeting with developers. The proposal is that they will not build on this small piece of land in the Parish, this can be conditioned in the Planning Application.

A consultation on this and other items will take place in about 2-3 weeks.

Counsellors Hornbrook and Devlin suggested the original issue, which was the road and the traffic, has been lost and that we needed to talk to Breckland Council about the link road. **Council RESOLVED** to raise this at the Jan ADP meeting.

The Chairman confirmed it is his understand that there is a loan on the table from NCC to fund link road and negotiations are taking place also with HCA regarding a loan. We will know more details after January

meeting. It has been confirmed link road won't be dependent on building of houses

Attleborough Town Council are looking to implement time limited parking in Queens Square possibly in the Spring 2018, at the same time NCC will be looking to turn Surrogate Street into to 2 way traffic.

(2) Appeal against the refusal of Breckland Council to allow the erection of a house and garage at Beckwood, Stacksford Council had voted to support but subsequently refused on lack of sustainability grounds. The application has now gone to Appeal.

(3) Planning permission given for the office building at 9 The Yard, Old Buckenham. Council supported and Breckland approved it.

(4) Removal of planning obligation on 9 The Yard Old Buckenham. Application has been submitted requesting section 106 be removed but this has since been withdrawn.

(5) New application – Poplar Farm Paper copy will have gone to Hilary Ref – 3PL/2017/1494 – Smaller single story building.

**Council RESOLVED** to support this application

17/209

### Financial Matters:

(a) To receive a financial report from the Clerk  
The Chairman Circulated a Financial Report to all Counsellors in the meeting.

(b) To agree payments as attached  
**Council RESOLVED** to approve the following payments;

Cheque Dates	Cheque No	Item	Vat £	Gross £
07.12.2017	101914	D Kessler, Com Car October 2017	0	65.25
07.12.2017	101915	J Frost, Com Car October 2017	0	10.80
07.12.2017	101916	E Jolley, Com Car October 2017	0	45.90
<b>TOTAL CHEQUES 07.12.2017</b>			<b>£0</b>	<b>£121.95</b>

### **SOs/DDRs/BA CS**

07.12.2017	S Barker, cutting Recreation Area	0	96.00	
07.12.2017	Mrs H A Clutten, net salary November	0	406.09	
	Mrs H A Clutten, Broadland, Telephone etc			
07.12.2017	November	0	32.00	
07.12.2017	HMRC Tax deducted for Oct, Nov & Dec 2017	0	304.80	
<b>TOTAL SOs/DDRs/BACs</b>			<b>£0</b>	<b>£ 838.89</b>

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

Councillor Brown has resigned from parish council  
Chairman has advised Breckland of resignation and has put a notice of vacancy on notice board

If by 27<sup>th</sup> Dec there has been no call for an election, the position can be advertised to co-opt a new Councillor.

Councillor Phillips to put advert in Jan parish magazine & on Group Facebook Page.

Xmas tree to be erected on Sunday 10<sup>th</sup> December at 10.30am tree.

**Council RESOLVED** Christmas Tree switch on would be 4pm Sunday 10<sup>th</sup> December.

Councillor Devlin will speak with Dave at the Ox and Plough regarding having mince pies and mulled wine available after switch on.

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

Chairman confirmed 5 new BT fibre optic boxes are being installed throughout the village. These are being phased in over the coming year.

**(c) Parish Councillors' Reports**

Councillor Boggia reported on Chapel Green school  
63 pupils currently but this will increase to 110 pupils  
5 pupils and 2 teachers per class  
Most children also have 1to1 helpers  
This gives us an idea of use of school

Councillor Devlin added that when Parish Council first looked at figures teachers and 1 to 1 helpers were not taken into consideration so numbers are higher than initially thought.

This led to a discussion around the traffic increase caused by the school.  
Councillor Hornbrook asked if figures from main road traffic count were available so these can be used to compare to a count again after school is open. Confirmed Councillor Milner has the figures.

Councillor Nicholls raised concerns regarding the burglaries and dog thefts which have happened both in Old Buckenham and surrounding towns villages of late.

**Council RESOLVED** that there is nothing the council can do other than asking everyone to be extra vigilant.

Councillor Kemp reminded fellow counsellors that it was the Raise the Roof cake sale tomorrow.

Councillor Philips had two items to raise

- 1) He attended a meeting with the residents of Doe Lane and Councillor Devlin regarding the Country Park. Councillor Philips

wanted the Council to be know he had attended merely to observe in case any issues were brought to the Parish Council so at least he had heard first-hand what had happened.

- 2) Are we able to put a visibility mirror as you come out of the stud and Harlingwood Lane to Cake Street to aid both walkers and drivers? Unfortunately if Parish Council put mirrors up they would be liable if accident so this isn't an option  
Councillor Nicholls noted that the hedge previously requested to be maintained and taken back to boundary to improve visibility had still not been done. **Council RESOLVED** to write to Highways and bring their attention to the lack of action being taken and request they step in.

Chairman raised an email from Ray Bayfield regarding dogs on leads. **Council RESOLVED** email should not be read as this wasn't the appropriate time for public participation and it has previously been agreed not to discuss this topic again.

Chairman gave recognition to children at high school for cleaning war memorial

**(d) Working Parties' and Other Reports including:**

**i. Green Working Party**

- a) A report has been given earlier in the meeting by members of the Working Party, they were thanked for their work.  
b) approval requested as per the agenda items 17/214 to 17/218 below

**ii. Neighbourhood Plan**

Nothing to report

**iii. Attleborough Neighbourhood Plan**

Nothing to report

**iv. Road Safety**

Nothing to report

**v. Play Area**

Nothing to report

**vi. Any Other Reports**

Nothing to report

17/211 **To approve the supply and erection of a Christmas Tree on the Green at a cost of £480 plus VAT**  
**Council RESOLVED** all in favour

17/212 **To approve the purchase of lights for the Christmas Tree**  
**Council RESOLVED** all in favour

17/213 **To approve a donation to the Ox & Plough for the cost of electricity for the Christmas Tree**  
**Council RESOLVED** all in favour

17/214 **To agree a final cut of the Green this year at a cost of £500**

**Council RESOLVED** all in favour

17/215

**To further consider a quote for the resurfacing of PO Terrace at a cost of £1060**

It was raised that we don't know the final cost as we have been offered 22ton of stone. What is cost minus this?

Also raised that we haven't had 3 quotes – Chairman confirmed we should have 3 but as we can't get 3 we can proceed with 2

There was some debate around the material choice and the look this leaves. Councillor Hornbrook isn't keen and doesn't feel this is the best option

**Council RESOLVED** to approve spend up to £999 (8 in favour, 1 against)

17/216

**To consider spending £50 on producing feedback leaflets on the Green to be inserted in the 6 Villages Magazine**

**Council RESOLVED** (all in favour)

17/217

**To agree to spend £400 on obtaining ownership tags for the trees on the Green**

**To agree survey and recording and mapping of the green**

Councillor Hornbrook expressed concern that more and more money going was out the door on the green and does all this work really need doing. Councillor Kemp feels that an initial spend is needed to get the green in a good state, after which costs would reduce and this is a value task. Councillor Devlin questioned what the new map will give us as there is already a map of trees. Councillor Nicholls added this is more than just a map, all trees will be number tagged making identification easier and it will help resolve issues as to whom owns what. Some green right owners own some of the trees on the green, it will make identifying these easier.

Councillor Devlin suggested this is deferred to another meeting where Rosemary's map is brought in

Councillor Hornbrook asked for more details regarding what survey includes to be brought to next meeting too

**Council RESOLVED** to defer to January meeting (6 in favour 3 against)

17/218

**To agree that the Green Management Working Party should research DEFRA registration and grants**

**Council RESOLVED** as long as only research this could be investigated. Council have no appetite to go back to the way it was before when Defra were involved.

(5 in favour against 1 abstaining 2 against)

17/219

**Highways Matters including near miss**

Gemma provided information on personal experience

Suggestions raised to improve school road crossing situation

- 20 mph speed limit – write to NCC
- Speed humps
- Ask police to do a speed watch
- Noting to warn strangers coming from abbey road
- School sign on abbey road
- Parking exclusion zone

Formal request from counsellor Nichols to write to NCC highways and request 20pph sign, school signs, with a copy to MP.

Councillor Philips also suggested talking to Tom McCabe

**Council RESOLVED** to contact highways, MP, Tom McCabe NCC Highways and copying Stephen Askew - County Ciouncillor regarding issue (all in favour)

17/220

**Welcome Pack**

Needs someone to take on board  
Councillor Philips agreed to help

17/221

**Village Odd Job Person**

Councillor Nicholls has spoken to Ivan Kerridge and he is interested on an hrly basis. Has own public liability. Rates £20 per hour for first hour and £15 per hour thereafter. Councillor Nicholls would manage the Handyman jonsd**Council RESOLVED** agreed to put on list for next meeting

Councillor Nicholls will email contact details in case anyone needs to contact re emergency jobs.

17/222

**Communication with the Public**

**Council RESOLVED** to defer to next meeting

17/223

**To receive items for the next meeting**

- Amount for handy man
- Tree tagging
- Welcome packs
- Village hall meeting

17/224

**To confirm the date of the next Parish Council Meeting to be held at the Village Hall, Old Buckenham on 4<sup>th</sup> January 2018**

The meeting Closed at 21.25 pm

Public and Gemma Frost left the meeting

17/225

Part 1 of Schedule 12A to the Local Government Act 1972 provides for the press and public to be excluded from meetings when certain confidential or “exempt” information is to be considered. Agreed.

17/226

Discuss report from Personnel Committee



DRAFT