

**MINUTES OF THE OLD BUCKENHAM PARISH COUNCIL MEETING HELD ON THURSDAY 4<sup>TH</sup> JUNE 2015 AT OLD BUCKENHAM VILLAGE HALL AT 7.30PM**

**Present.** Cllrs Mr S Milner – Chairman, Mr J Kemp – Vice Chairman, Mrs C Marshall, Mr A Joel, Mrs S Hornbrook, Mr T Johnson, Mr M Farrington, Mr B Devlin, Mr T Cracknell and Mr J M Watling – Parish Clerk.

**Also Present.** 5 members of the public.

**1/6/15. Apologies Cllr Mrs R Boggia.** Chairman informed meeting that Cllr Mr Bornett had resigned.

**2/6/15. Declaration of Interests of items on Agenda.** OBPC as shareholder of OBGRP's. Cllr Milner on item on Village Hall. Cllr Cracknell item on The Green.

**3/6/15. Public Recess.** Meeting suspended to allow members of the public to ask questions. Meeting resumed.

**4/6/15. Minutes of The Parish Council meeting of 7<sup>th</sup> May 2015.** Proposed by Cllr Joel and seconded by Cllr Kemp that they be signed as a true and accurate record of the meeting. This was agreed with 5 for.

**5/6/15. Matters arising from the minutes.** None.

**6/6/15. Minutes of The Annual General Meeting held on 13<sup>th</sup> May 2015.** Proposed by Cllr Kemp and seconded by Cllr Marshall they be signed as a true and accurate record of the meeting, this was agreed with 8 for and 1 abstention.

**7/6/15. Matters arising from minutes.** Cllr Cracknell said there was no mention of having a second public recess at future meetings. Cllr Milner said this was discussed after the meeting closed.

**8/6/15. Adoption of Complaints Procedure.** Proposed by Cllr Joel and seconded by Cllr Marshall that policy should be adopted, this was agreed unanimously.

**9/6/15. Adoption of Risk Assessment of Financial and Non-Financial Internal Audit Controls.** Proposed by Cllr Kemp and seconded by Cllr Marshall the policy be adopted, this was agreed unanimously.

**10/6/15. Adoption of New Standing Order.** Cllr Milner explained that last year a vote was taken at a PC meeting that due to special circumstances was attended by only 4 councillors. A vote was taken on an item and the vote was split 2 for a 2 against, he used his casting vote for the proposal. It was considered at a later PC meeting that it was not right for a minority of the Parish Council to pass a motion. Cllr Joel proposed there should be no change to the quorum levels that currently exist, Cllr Cracknell seconded this proposal. Cllr Kemp then proposed an amendment to the first proposal that the quorum level be increased to a majority of the current serving members of the Parish Council which at present time would be 6, this was seconded by Cllr Marshall and agreed with 6 for and 3 against.

**11/6/15. Road Safety Measures.** Cllr Milner said this was a proposal to purchase a SAM2 flashing speed sign and it was raised at May meeting where it was asked to be deferred to June meeting. Cllrs had asked for further information on their effectiveness, Cllr Smalley had researched this and found wide evidence of their effectiveness. Cllr Milner had circulated cllrs with details of performance and guarantees of the system at £3050 plus vat. Various councillors then expressed their views on the issue. Cllr Milner then proposed the Parish Council purchase the SAM2 system this was seconded by Cllr Farrington and voted as 2 for, 5 against and 2 abstentions.

**12/6/15 New Dog Bin.** Cllr Johnson proposed installing a dog bin opposite St Andrews Close this was seconded by Cllr Kemp and agreed unanimously.

**13/6/15. Review of Policy Documents.** Health & Safety Policy – Cllr Johnson, Village Emergency Plan – Cllr Milner, Council Financial Risk assessment – Cllr Kemp, Freedom of Information Publication Scheme – Cllr Milner.

**12/6/15. Allocation of Working Parties. Planning-** Cllr Hornbrook, SNAP-Cllr Johnson, **Attleborough Neighbourhood Plan Steering Group-** Cllrs Cracknell and Cllr Johnson, **Village Hall Representative-** Cllrs Mr Johnson and Mr Cracknell. **Personnel-**Cllrs Mr Milner, Mr Joel, Mr Farrington. **Neighbourhood Plan-**Cllrs Mr Kemp, Mrs Holbrook, Mr Joel. **Tour of Britain.-**Cllrs Mr Farrington, Mr Devlin. **Alm’s Houses-** Cllr Marshall. **Play Area-** Cllrs Mr Devlin, Mr Milner and Mr Bartlett. **Recreation Area-** Cllrs Mrs Marshall and Mr Kemp. **Allotments-** Mr Joel. **Chapel Road School.** Cllr Milner. **ObGRP’s** Cllr Devlin. **Traffic Development Plan-** Cllr Mrs Boggia

**13/6/15. Neighbourhood Plan.** Cllr Milner said Cllr Kemp and others had looked into the benefits of a Neighbourhood Plan and gave an excellent presentation at The Annual Parish meeting and suggested that another presentation be made at the July Meeting for the benefit of the new councillors.

**14/6/15 Village Hall Grant.** Cllr Milner informed meeting that Village Hall has been awarded a grant of £3,500 by Parish Council to insulate the village hall roof. They had obtained 3 quotes and were proposing to go with one of them which was affordable. Subsequently the builder had withdrawn that quote and submitted one for a larger amount which village hall could not afford. He was asking for Parish Council’s permission to use the grant for other heat saving measures. Cllr Kemp proposed that Village Hall continue with the insulation of roof and hold on to the grant to next financial year when they could apply for another grant, this was seconded by Cllr Cracknell and agreed unanimously.

**15/6/15. Planning Applications.** None.

**16/6/15 Planning Decisions Received.** 3pl/2015/0284/f Redroof, Cake Street. Single storey extension to front of bungalow, changes to internal layout and provision of first floor bedroom. Application refused.

**17/6/15. Approval of Accounts Payable.** It was proposed by Cllr Kemp and seconded by Cllr Joel that all invoices on cheque list be paid, this was agreed unanimously.

**18/6/15 Chairman’s Report.** Cllr Milner reported the new shopkeeper had a heart attack and he had sent a card on behalf of the Parish Council. He is trying to get an update on the Chapel Road School and NCC have had to delay the project due to the recent death of Mr Alston.

**19/6/15. District Councillor’s Report.** Cllr Joel said he was pleased to be elected again as Breckland Councillor for the new ward of “The Buckenhams and Banham”. The make up of BDC is now 42 Conservatives, 4 UKIP, 2 Labour and 1 Independent. Cllr Joel has been appointed to Scrutiny Commission, General Purposes and Planning Committee(substitute). Following the Issues & Options Consultations Document earlier this year The Local Plan-Preferred Options Consultation Document will be published in November/December, this include site specifics. Recycling Revolution glass makes up income from 2013/14 and 2015. Textiles Collections, new supplier from 13<sup>th</sup> July 2015, Cookstown Textile Recycling. Breckland have sent out an update that government policy has changed with regard to developers paying towards Open Space and Play. Previously developers paid a contribution of £1,400 per property built, but now this payment will only be payable on a minimum of 120 properties per development. Breckland are asking if any Parish has any plans for open space or play areas in the near future. The housing needs survey was sent out to all residents in Old Buckenham on 11<sup>th</sup> May 2015, the response has been very good and the detailed report will be sent to the Parish Council in August/September. There will be a litter pick on The Green on 17<sup>th</sup> June and another one in July this will be carried out by the High School.

**20/6/15 Parish Councillors Reports.** Cllr Johnson said he recently attended a meeting of The Village Hall and the Village Fete is on 4<sup>th</sup> July. He then raised the matter of proposed road widening at

St Andrews Close which has not yet been done. Cllr Joel replied on the matter and promised to keep Cllr Johnson informed of developments. Cllr Cracknell mentioned again the need for a public recess at the end of PC meetings. He then raised the matter of the now defunct parking area at the pub and play area and said it needed to be sorted out quickly. He then thanked Mr Ray Bayfield who had provided the new duckhouse on the pond. He then said both he and Mr Bayfield are hoping to have the two ponds cleaned and tidy in the near future and ask if anyone wished to contribute towards the costs. Cllr Joel said there are a number of bales of Hay on the allotments and are going to be used in a new trial for them to be used to grow food on. He also suggested that Parish Council construct a 4 year plan and asked if councillors could come up with ideas for the plan and bring them to next meeting. He also suggested items for next agenda a 2<sup>nd</sup> public recess should be put on future agenda. Cllr Marshall said the parking area outside pub and play area has become dangerous. 3 people have recently tripped over the matting and it needs to be rectified urgently. Mr Devlin said he would deal with the matter. **Cllr Marshall said they now have a new contractor to look after the maintenance of the Rec Area.**

**21/6/15. Parish Clerk's Report.** Clerk read out a letter from Mrs Day of Old Buckenham Ladies hockey Club who have given some surplus funds of £731.29 to go towards either repairing any damaged benches on The Green or buying a new one with a small plaque and site it on The Green. Cllr Milner to raise matter with OBGRP's

**22/6/15. Highways.** Large Vehicles over 7.5tonnes are ignoring the weight restriction signs indicating no access to A11 near Alms Houses. Asked if they can have a new sign adjacent to telephone box. St Andrews Close has a lot of potholes with white paint around them asked when they were likely to have them fixed. Parish Clerk to speak to Highways on the matter.

**23/6/15. The Green.** Nothing to report.

**Confirm date and time of next meeting.** Thursday 2<sup>nd</sup> July 2015 at Village Hall 7.30pm

**There being no further business the meeting closed at 10.00pm**