

**Minutes of Stow Bedon and Breckles Parish Council Meeting held on 28th March 2024
at Caston Village Hall.**

Present: Councillors, H Reed (Chair), L Pilkington, P Childs, D Jessett, C Allen and J Morfoot.
Parish Clerks, Jean Williams (Locum) and Jackie Preston (newly appointed Clerk)

1. To open the meeting and welcome those present.

The Chair opened the meeting and welcomed those present.

2. Apologies for absence.

Apologies for absence were received from Councillor J White. The apology was accepted by those present.

3. To declare any pecuniary declarations of interest from members and requests for dispensations.

No declarations of interest were made.

4. To agree the minutes of the meeting held on 22nd January 2024.

The minutes were agreed by all present and signed by the Chair.

5. Matters arising from the meeting not included in this agenda.

Councillor White had informed the meeting by email that he was still waiting for a reply from the Tracks and Trails Office at Norfolk County Council with regard to why the surface of the Pingo Car Park had not been completed properly.

ACTION: If no response is received by April, Councillor White will enquire directly with the Head of tment at NCC for information.

Councillor White also informed the meeting that he would be standing down from his position as Vice Chairman.

6. Public Participation.

No members of the public were present at the meeting.

7. Report of County Councillor Fabian Eagle.

Councillor Eagle not present, no report received.

Report of District Councillor Phil Cowen.

Councillor Cowen not present, report received and circulated. No comments made.

Report of Chairman.

The Chairman requested the Clerk to obtain an up to date report from Fabian Eagle as no communication had been received from him since February 2024.

The Chair confirmed that the Parish Council will not be organising a litter pick and stated that she would be standing down from her position as Chair.

Report from the Parish Clerk.

Jean Williams advised that all correspondence was up to date and that she will be assisting Jackie Preston as much as possible in taking over the role of Clerk for Stow Bedon and Breckles Parish Council.

8. To receive updates re: SAMS2

Councillor Allen informed the meeting that new batteries were needed for the SAMS2 and that unfortunately there had been no response to the request for more volunteers for the siting of SAMS2 in Mere Road and on A1075. He also advised that the SAMS2 in Lower Stow Bedon was having a positive effect because the numbers of vehicles exceeding the speed limit during each weekly speed watch were decreasing.

9. To receive and discuss any planning applications.

3PL/2024/0108/F no decision made.

3PL/2024/0130/HOU this application was discussed and there were no objections.

3PL/2024/0068/F this application was discussed and there were no objections.

3PL/2023/1046/F this application has planning permission.

Councillor Pilkington commented that a new set of plans for planning applications being reviewed would make discussion a lot easier and that these used to be supplied to the Parish Council.

ACTION: Clerk will contact Planning Department to find out if these are available.

10. To discuss 80th Anniversary of Armed Forces Day.

It was agreed that there would not be any celebration of this anniversary.

11. To plan for the AGM and Parish Meeting.

The date of the next meeting and AGM was discussed as it was realised that the proposed date of 6th May 2024 is a bank holiday. It was suggested and agreed that future meetings should revert to being held on the second Monday of the month and to find out if Caston Village Hall was available to hire on 13th May 2024. Councillor Jessett was able to look on line at the village hall booking site and found out that it was already booked for 13th May 2024 but was available for the following Monday, 20th May 2024.

With regard to both the Chairman and Vice Chairman wishing to stand down there was discussion amongst the remaining councillors for replacing these positions with no immediate proposals. It was agreed that all the councillors would reflect on this with a view to making a decision between themselves prior to 20th May.

12. Update re training for the Parish Clerk.

Jean Williams advised the Chair that Jackie Preston had been enrolled on an induction course for new clerks being run by NPTS (Norfolk Parishes Training & Support) commencing on 10th April. The course also offers mentoring support for the first three months and runs regular, supportive clerks networking sessions.

13. To discuss Parish Clerks Salary and Contract of Employment.

The Chairman confirmed that she had circulated a copy of the new Parish Clerk's contract of employment to everyone for them to read. All councillors confirmed receipt and their approval.

14. To discuss involvement with Rural Connections Transport.

Jean Williams advised that she had forwarded the email sent to the Parish Council to all councillors for them to consider whether to be involved. It was agreed by all not to respond.

15. To present the Financial Statement and approve any expenditure.

The clerk presented the Statement of Finances to date.

Opening balance of Barclays Community Account at 29/02/2024 £1,985.88

<u>Date</u>	<u>Payee</u>	<u>Amount</u>	
13/03/2024	IOC	£35.00	£1,950.88
<u>Invoices Owing</u>			
29/02/2024	Clerk	£250.48	£1,700.40
29/02/2024	HMRC	£ 62.60	£1,637.80
28/03/2024	Caston Village Hall	£141.00	£1,496.80
31/03/2024	Clerk Consultancy	£250.00	£1,246.80
	TOTAL	£739.08 TOTAL	£1,246.80
31/03/2024	Insurance	£641.20	£ 605.60

16. Any other relevant matters not included on this Agenda.

Councillor Allen advised that the notice board at Lower Stow Bedon was no longer loose, the supports had been pushed down and it was now sturdy and safe.

17. To receive items for the next Agenda.

Councillor Jessett enquired about the St James Place investment.
The Stow Bedon and Breckles Fete to be held on 6th July.
Ann Cuthbert should be asked to provide a report on the pig farm.

18. To confirm the date of the next meeting.

The next Parish Council Meeting and AGM will take place on 20th May 2024 at 7.30pm.
Further meetings have been booked at Caston Village Hall on 2nd Monday of the month as discussed in the meeting (Item 11):

- 8th July 2024
- 9th September 2024
- 11th November 2024
- 13th January 2025
- 10th March 2025
- 12th May 2025

The meeting was closed by the Chairperson at 8.40pm.

Signed..... Date.....

Chairperson