

# STOW BEDON & BRECKLES PARISH COUNCIL

9 February 2017

**Members of the public are invited** to attend a Meeting of Stow Bedon & Breckles Parish Council to be held in Caston Village Hall, The Street, Caston, NR17 1DD, on Monday, 20 February 2017 at 7.30 p.m. for the purpose of transacting the following business.



Julian Gibson

Clerk to the Council

The Jays, Watton Road, Wretham, Thetford, NORFOLK IP24 1QS (01953 499980)

## Agenda

1. **To consider accepting** the reasons for any apologies for absence.
2. **Declarations of interest** in items on the agenda. Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate in the whole of an agenda item in which they have an Interest. In the interests of transparency, Members may also wish to declare any other interests they have in relation to an agenda item, in support of the seven Nolan Principles, namely Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.
3. **To consider** any applications made by Members for a dispensation to allow them to participate in and vote on an agenda item in spite of a Disclosable Pecuniary Interest.
4. **Public participation session.** The Council's Standing Orders allow members of the public to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. This session should not exceed 20 minutes, and members of the public are requested to keep their comments brief. Please note that the Council is unable to make a decision binding in law at this meeting unless the item is already included on the published agenda. It can, though, place the matter on the agenda for discussion at a future meeting.
5. **To confirm** and **sign** the minutes of the Meeting held on Monday, 12 December 2016.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
  - 6.1. [11. Minutes of 19 September 2016] **Dog waste bin.** Initially Breckland Council had refused permission to install the bin in the proposed location, but the Clerk pointed out that the reasons given were unjustifiable and now permission has been given. The Clerk has purchased the necessary materials, and now it just needs to be installed.
7. **To receive** Correspondence (pre-circulated).
  - 7.1. Breckland Council: *Breckland Outdoor Sport and Children's Play Funds.*
  - 7.2. The Pensions Regulator: *Your staging date [1 April 2017] is approaching - what you will need to do next.*
  - 7.3. *Clerks & Council Direct - January 2017.*
  - 7.4. Barclays Bank Plc: *Your Community Account statement - 1 November -30 December 2016.*
  - 7.5. Barclays Bank Plc: *Your Active Saver Account statement - 1-30 December 2016.*
  - 7.6. Breckland Council: *To all Breckland Council Suppliers.*

- 7.7. Department for Communities and Local Government: *Attempt to justify statement about tax-payer concerns about increases in parish precepts when the Government has absolutely no evidence of this.*
  - 7.8. Smaller Authorities' Audit Appointments Limited: *Audit of Smaller Authorities Scales of Fees 2017-18 to 2021-22.*
  - 7.9. Breckland Council: *Five Year Housing Land Supply.*
  - 7.10. District Councillor Phil Cowen: *Email regarding Road Safety on A1075 following complaint from Clerk to Thompson Parish Council.*
  - 7.11. Norfolk County Council: *Highway and community Ranger visit - w/c 27 February 2017.*
  - 7.12. Hiscox: *Insurance renewal documentation.*
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
    - 8.1. **3PL/2016/1469/F: Church Farm, Gravelpit Hill, Stow Bedon.** Application for Erection of hatchery building. **To note** that the Clerk has responded "No objection," under his delegated powers, and **to receive** Planning Permission dated 26 January 2017.
    - 8.2. **3PL/2017/0018/F: Land at Waters Edge Mere Road, Stow Bedon.** Application for Three detached single storey dwellings with integral garages. (Extension of response deadline until 22 February agreed.)
    - 8.3. **3PL/2016/0360/F: Prince of Wales Lodge, Cherry Tree Lane, Stow Bedon.** Erection of 8 dwellings with parking, garaging, amenity & open space & retain existing dwelling. Refusal of Planning Permission dated 18 January 2017.
    - 8.4. **3PL/2016/0748/F: Peels Farm, Whitings Lane, Rocklands.** Proposed expansion to existing pig rearing unit to provide 5 additional pig rearing sheds. Planning Permission dated 20 January 2017.
  9. **To receive** an update from the Chairman regarding the parish notice board within the Mere Road telephone kiosk.
  10. **To receive** a report from the Chairman on how to deal with the graffiti inside the bus shelter and **to agree** the action to be taken.
  11. **To consider** changing the venue for future Council Meetings.
  12. **To review** the Council's Financial Regulations.
  13. **To review** the contents of the Asset Register, and **to agree** the valuations for insurance purposes.
  14. **To review** the Risk Assessment.
  15. **To carry out** the Annual Review of the system of internal control.
  16. **Finance.**
    - 16.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £659.28 (salary for 1 January 2017 to 31 March 2017: £621.78; Mileage Allowance Payment for 5 December 2016 - 29 January 2017: £19.50; Telephone Allowance Payment: £18.00).
    - 16.2. **To approve** payment of £53.22 (Postage & Telephones £6.59; Fixings for dog waste bin £39.19; VAT £7.44) to the Clerk as reimbursement for items paid on behalf of the Council for 5 December 2016 to 9 February 2017.
    - 16.3. **To approve** payment of £40.00 to Caston Village Hall, being payment for the hire of the Hall for Council Meetings during 2016.
    - 16.4. **To approve** payment of £289.47 to Came & Company, being the annual premium for renewal of the Council's insurance policy, or alternatively **to approve** payment of £275.00 for the first year of a 3-year fixed agreement. **Note:** for the past 3 years the insurance provider has been Aviva, but Came & Co recommend changing to Hiscox, which has

provided a better quote for what is more or less equivalent cover. Last year's premium with Aviva was £440.23.

16.5. **To vire** £126 from the Contingency budget line to the Other budget line to cover the cost of the dog waste bin and fittings.

16.6. **To receive** the Monthly Financial Report.

17. **To decide** on any matters for consideration at next meeting.

18. **To confirm** the date of the next meeting as Monday, 20 March 2017, at 7.30 p.m., in Caston Village Hall.

**Scheduled future Meeting dates:**

Monday, 20 March 2017	Monday, 14 August 2017*	Monday, 18 December 2017
Monday, 10 April 2017	Monday, 18 September 2017	Monday, 22 January 2018*
Monday, 15 May 2017	Monday, 16 October 2017	Monday, 19 February 2018
Monday, 19 June 2017	Monday, 20 November 2017	Monday, 19 March 2018
Monday, 17 July 2017		

\*If needed