

# STOW BEDON & BRECKLES PARISH COUNCIL

2 December 2018

**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, 10 December 2018 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, 15 October 2018.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
  - 6.1. [5.4, Minutes of 19 February 2018] **Sign at junction of B1111 and Rocklands Road.** NCC Highways have now replaced the missing fingerposts on this sign.
  - 6.2. [8.3, Minutes of 17 September 2018] **3PL/2018/0739/VAR: Mere House, Mere Road, Stow Bedon.** Having raised the issue of the trees on the site during the planning application stage, officers have visited (work having commenced) and confirmed that condition no 9 regarding Tree Protection has not been met, and that spoil from the excavations is being dumped under the trees along Stow Bedon Road. This has now been passed to the Breckland Planning Enforcement team which is considering issuing a Stop Notice.
  - 6.3. [6] **B1111 opposite Breckles Church.** The white lines round the potholes, which had worn out with age, have been repainted. This may indicate that a repair is eventually going to be carried out.

7. **To receive** Correspondence (pre-circulated).
  - 7.1. Norfolk Association of Local Councils: *70<sup>th</sup> Annual General Meeting, Thursday, 22 November 2018* – Agenda & minutes of 2017 Meeting.
  - 7.2. Norfolk Citizens Advice: *Appeal letter*.
  - 7.3. Barclays Bank Plc: *Your Business accounts - at a glance* - as at 31 October 2018.
  - 7.4. Barclays Bank Plc: *Your Community Account statement* - 29 September - 31 October 2018.
  - 7.5. Barclays Bank Plc: *Your Active Saver Account statement* - 29 September - 31 October 2018.
  - 7.6. *Clerks & Councils Direct* – November 2018.
  - 7.7. Breckland Council: *Parish Council Elections – May 2<sup>nd</sup> 2019*.
  - 7.8. Society of Local Council Clerks: *Lighter touch Internal Audit – What to look for and why* – (from *The Clerk Magazine* November 2018).
  - 7.9. Society of Local Council Clerks: *Finance matters – External Audit process & Preparation of the Annual Budget* – (from *The Clerk Magazine* November 2018).
  - 7.10. Breckland Council: *Prospective Councillor Event – 12 February 2019*.
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
  - 8.1. **3PL/2018/1330/HOU: Old Farm, Mere Road, Stow Bedon.** Application for New garage.
  - 8.2. **3PL/2018/1370/HOU: Sandwade, Mere Road, Stow Bedon.** Application for Extension to provide large kitchen and living space.
  - 8.3. **3PL/2018/0972/HOU and 3PL/2018/0973/LB: Stow Bedon Hall, Rockland Road, Stow Bedon.** This application is for the repair and refurbishment of an existing single garage and conversion of part of the connected outbuilding (an old disused milking parlour) into a greenhouse. Planning Permission and Listed Building Consent dated 27 November 2018.
9. **To receive** confirmation from Breckland Electoral Services that the date for receipt of requests to hold an election was 7 November, and that this passed without the required 10 requests being received. Accordingly, the Council has power to fill the Casual Vacancy caused by the resignation of Councillor Hayward by cooption, as soon as practicable.
10. **To consider** appointing Mrs Hannah Reed to fill the Casual Vacancy.
11. **To note** an article published in the November issue of the Society of Local Council Clerks' Magazine entitled *Operation London Bridge – national planning for the passing of Her Majesty the Queen*, and **to agree** any desirable action.
12. **To agree** the Budget for 2019/20.
13. **To agree** the Precept for 2019/20.
14. **To agree** a schedule of meeting dates for 2019/20.
15. **Finance.**
  - 15.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £983.31 (salary for 1 October 2018 to 31 December 2018: £896.36; payment for use of home as office: £13.50; Mileage Allowance Payment for 6 September 2018 - 1 December 2018: £73.45).
  - 15.2. **To approve** payment of £35.00 to Caston Village Hall, being payment for the hire of the Hall for Council Meetings on 20 February 2017 and during 2018.
  - 15.3. **To receive** the Monthly Financial Report.
16. **To decide** on any matters for consideration at next meeting.

17. **To confirm** the date of the next meeting as Monday 14 January 2019(or if there is no urgent business to be transacted, on Monday 14 February 2019) at 7.30 p.m., in Caston Village Hall.

**Scheduled future Meeting dates:**

Monday, 10 December 2018

Monday, 14 January 2019\*

Monday, 18 February 2019

Monday, 18 March 2019

\*If needed