

# STOW BEDON & BRECKLES PARISH COUNCIL

9 October 2021

**Members of the public are invited to attend** a Meeting of Stow Bedon & Breckles Parish Council to be held to be held in Caston Village Hall, The Street, Caston, NR17 1DD on Monday, 18 October 2021 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 reminded that they should declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests, and 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, 16 August 2021.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
  - 6.1. [14.1] **Defibrillator.** After a certain amount of chasing the telephone kiosk has now been redecorated, and the various notices regarding the Defibrillator installed. The Community Heartbeat Trust has also now recommenced provision of Training sessions, and the Clerk is arranging for a joint session with Wretham Parish, hoping that it will be on 9<sup>th</sup> or 10<sup>th</sup> November, at 7 pm in Wretham Village Hall. This is some way off to allow time to advertise and so get a reasonably number of residents to attend.
7. **To receive** the following correspondence (available at the meeting. \*distributed by email).
  - 7.1. \*Norfolk County Council: *Highways Act 1980 section 31 (6) - Land adjoining Mere Farm, Stow Bedon.*
  - 7.2. *Clerks & Councils Direct* - September 2021.
  - 7.3. \*Breckland Cllr. Phil Cowen: *Forwarding for information an email he had received from the Stow Bedon & Breckles Residents Association regarding Cherry Tree Farm, requesting information so they can "progress informed activity".*
  - 7.4. Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 31 August 2021.
  - 7.5. Barclays Bank Plc: *Your Community Account* - 31 July - 31 August 2021.

- 7.6. \*Norfolk Constabulary: *Community Update* - September 2021.
- 7.7. \*SAM 2 Co-ordinator: *Statistics as at 2 August 2021*.
- 7.8. \*SAM 2 Co-ordinator: *Statistics September 2021*.
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
- 8.1. **3PL/2021/1227/F: Field to rear of Lodge Farm, Breckles.** Erection of new farmhouse and garage. **To note** that the Council has made no response to this application.
- 8.2. **3PL/2021/1099/PIP: Parcel of land laid to grass bounded by the A1075 to the north, the NCC access to the Great Eastern Pingo Trail car park to the west and the drive to the Old Station Yard to the south west.** Permission in Principle to provide one custom and self-build dwelling accessed directly from the public highway (via the NCC lay-by). **To receive** notice of Refusal to grant Permission in Principle dated 13 September 2021.
- 8.3. **3PL/2020/1237/F: East Barn, Mere Farm, Stow Bedon Road, Stow Bedon.** Change of use of an agricultural building to 2 no. dwelling houses, with integral garage. **To receive** planning Permission dated 22 September 2021.
9. **To receive** a report from the Chairman on the outcome of the meeting between the parish councillors and Simon Wood, Director of Planning and Building Control, Breckland Council, held before the start of this Council Meeting.
10. **To consider** filling the Casual Vacancy caused by the resignation of Mrs. Cuthbert by co-option.
11. **To note** the draft Deed of Trust being considered by the existing Trustees of the Stow Bedon Fuel Allotment Charity, and **to consider** authorising the Clerk to sign the relevant documents on behalf of the Council to execute the transfer of Trusteeship of the Stow Bedon Fuel Allotment into the name of the Council, after circulating these to Members and not being advised of any concerns.
12. **To note** any new information available about the Pingo Trail layby/car park.
13. **To receive** confirmation from the Chairman that he has carried out an Annual Appraisal of the Clerk's performance, assessing it as being satisfactory, and to agree his recommendation that, as a result, w.e.f. 20 September 2021 he is awarded an additional Spinal Column Point to take him to SCP 18, which would increase his pay rate by 25p/hour (£79.50 p.a.), making the total salary £4,127.64 p.a.
14. **Finance.**
- 14.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £1,112.64 (salary for 1 July 2021 to 30 September 2021: £1,012.04; payment for use of home as office: £13.50; Mileage Allowance Payment for 15 June 2021 - 5 September 2021: £87.10).
- 14.2. **To approve** payment of £7.08 (Postage & Telephones) to the Clerk as reimbursement for items paid on behalf of the Council for 15 June 2021 - 6 September 2021.
- 14.3. **To approve** payment of £106.80 (£89.00 + £17.80 VAT) to Westcotec Limited in settlement of invoice no. 12808 for an extended post for the SAM2 outside Hillside Farm Bungalow, Lower Stow Bedon.
- 14.4. **To approve** payment of £470.00 to Clive Cole in settlement of his invoice for redecoration of the telephone kiosk in Mere Road.
- 14.5. **To note** receipt of the following credit: Breckland Council - Precept - £2,575 - 28 September 2021.
- 14.6. **To receive** the Monthly Financial Report.
15. **To decide** on any matters for consideration at next meeting.
16. **To confirm** the date of the next meeting as Monday, 15 November 2021 at 7.30 p.m., in Caston Village Hall.

**Scheduled future Meeting dates:**

Monday, 18 October 2021

Monday, 13 December 2021

Monday, 14 February 2022

Monday, 15 November 2021

Monday, 17 January 2022\*

Monday, 14 March 2022

\* If needed.