

# STOW BEDON & BRECKLES PARISH COUNCIL

5 February 2022

**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, 14 February 2022 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, 17 January 2022.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
7. **To receive** the following correspondence (available at the meeting - \* distributed by email).
  - 7.1. Arthur J Gallagher Insurance Brokers Limited: *Insurance renewal invitation.*
  - 7.2. Arthur J Gallagher Insurance Brokers Limited: *Insurance renewal confirmation.*
  - 7.3. AXA: *Policy Summary.*
  - 7.4. AXA: *Your statement of fact.*
  - 7.5. AXA: *Your policy schedule.*
  - 7.6. Letter from Resident.
  - 7.7. \*Norfolk Constabulary: *Community Update - January 2022.*
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
  - 8.1. **3PL/2022/0080/HOU: Larkrise, Mere Road, Stow Bedon.** A two-car space extension to the existing garage at Larkrise to incorporate a pit to facilitate vehicle maintenance.
  - 8.2. **3PL/2021/0931/F: Cherry Tree Farm, Cherry Tree Lane, Stow Bedon.** Erection of agricultural buildings and facilities to include feed mill, electrical substation, weighing platform cover, welfare unit, plant room and water tank, turning area, clean water soakage

lagoon and new hedgerow. (Retrospective). Submission of Environmental Impact Assessment.

- 8.3. **3PL/2021/0932/VAR: Cherry Tree Farm, Cherry Tree Lane, Stow Bedon.** Variation of Condition No2 on 3PL/2017/0878/F: Variation to reflect the as-built appearance and layout of the pig sheds, feed silos and manure store cover. Submission of Environmental Impact Assessment.
- 8.4. **3PL/2022/0086/HOU & 3PL/2022/0087/LB: Breckles Gate, Breckles.** Proposed conversion of gym/store to self-contained annexe, to be used as ancillary accommodation to the existing dwelling.
9. **To receive** an update from the Chairman on the Covid Memorial Plaque.
10. **To receive** an update from Cllr. Jessett on plans for the Platinum Jubilee.
11. **To review** the Council's Financial Regulations.
12. **To review** the contents of the Asset Register, and **to agree** the valuations for insurance purposes.
13. **To review** the Risk Assessment.
14. **To carry out** the Annual Review of the system of internal control.
15. **To note** that the Clerk has reported the apparent theft of the Post Box outside Breckles Hall to Royal Mail and asked that it be replaced as soon as possible.
16. **To note** the following decisions authorised by the Clerk using delegated powers:
  - 16.1. Payment of £338.40 to Arthur J Gallagher Insurance Brokers Limited by cheque no. 100859, being the annual premium for renewal of the Council's insurance policy for the period 1 March 2022 - 28 February 2023, the final year of a 3-year fixed agreement.
17. **Finance.**
  - 17.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £1,155.71 (salary for 1 January 2022 to 31 March 2022: £1,031.91; Homeworking Allowance: £13.50; Mileage Allowance for 29 November 2021 - 5 February 2022: £92.30; Telephone Allowance: £18.00).
  - 17.2. **To approve** payment of £15.39 (Postage & Telephones) to the Clerk as reimbursement for items paid on behalf of the Council for 7 September 2021 - 5 February 2022.
  - 17.3. **To approve** payment of £91.00 to Caston Village Hall Charitable Trust, being the hire charges for the year 2021/22.
  - 17.4. **To receive** the Monthly Financial Report.
18. **To decide** on any matters for consideration at next meeting.
19. **To confirm** the date of the next meeting as Monday, 14 March 2022 at 7.30 p.m., in Caston Village Hall.

**Scheduled future Meeting dates:**

Monday, 14 February 2022	Monday, 18 July 2022	Monday, 12 December 2022
Monday, 14 March 2022	*Monday, 15 August 2022	*Monday, 16 January 2023
Monday, 11 April 2022	Monday, 12 September 2022	Monday, 13 February 2023
Monday, 16 May 2022	Monday, 17 October 2022	Monday, 13 March 2023
Monday, 13 June 2022	Monday, 14 November 2022	

\*If needed