

STOW BEDON & BRECKLES PARISH COUNCIL

Minutes of a Meeting of Stow Bedon & Breckles Parish Council on Monday, 10 December 2018 at 7.30 p.m. in Caston Village Hall.

Present: Councillors: Lee Pilkington (Chairman), Paul Howe, Dawn Jessett, John Morfoot, Jonathan White.
Julian Gibson (Clerk)

The meeting scheduled for 12 November 2018 did not take place.

- 1 **Apologies for absence.** None.
- 2 **Declarations of interest.** None.
- 3 **Dispensations.** None.
- 4 **Public participation session.** Breckland District Councillor Phil Cowen advised the meeting that the Planning Inspector had required a number of minor amendments to be made to the Local Plan. The most notable one concerns Policy HOU05, affecting parishes which, like Stow Bedon & Breckles do not have a settlement boundary, where he has struck out the condition that development would only be permitted where it can be shown that it has the appropriate support of the Parish Council. His Council had taken legal advice, and it seems that the only option other than accepting this is not to have a new Local Plan, which would mean continuing with the existing policies, which are out of date and did not include this condition in any case. This and the other changes have to be subject to yet another round of consultation, which will mean that the completion of the process will now collide with the election and its accompanying purdah period. He urged the Council to use this additional consultation as an opportunity for make its view on the imposed changes known. The Inspector is also unhappy with some of the key policy strands, and is requiring Breckland to commence a review of these within three months of the adoption of the new Plan, to be completed within a period of two years, which, given the number of statutory consultations involved, will be difficult. He also said that, although a draft budget had been published, the Government's decision firstly to delay the announcement of the Local Government Financial Settlement until after the Brexit vote, and that very day to postpone that vote, meant that confirmation of this would also be delayed. The draft budget included a 5.9% increase in the Council Tax, which would take a Band D to £88.83, although he pointed out that 77% of properties in the district were in a lower band.
- 5 **Minutes.** The minutes of the meeting held on Monday, 15 October 2018 were **confirmed and signed.**
- 6 **Matters arising.**
 - 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.** The issue of the protection of trees on the site had been raised during the planning application stage, and following advice from a resident 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. The Clerk will make enquiries to find out what is happening. **Post meeting note.** Planning enforcement has confirmed that the necessary tree protection has now been installed.

- 6.3 [6] **B1111 opposite Breckles Church.** The white lines round the potholes, which had worn out with age, had been repainted, and now a repair has been carried out, although this does not appear to be of top quality.
- 6.4 [9] **SAM2 data.** The Clerk found that it was possible to buy a new laptop within the approved sum, and after consulting with the Chairman bought a HP - Stream 14-ax057sa 14" Intel® Celeron™ Laptop, which has been lent to the SAM2 co-ordinator. The Clerk has asked him to provide the Council with reports on the data produced by the device.

7 Correspondence. The following correspondence was **received**:

- 7.1 Norfolk Association of Local Councils: *70th 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 2nd 2019.* The Clerk asked that, if present members were not intending to stand for re-election they should say so, and said that he assumed that he would, as usual, receive and distribute candidate forms, but it would be down to the Candidate to complete these and return them to Breckland Council.
- 7.8 Society of Local Council Clerks: *Lighter touch Internal Audit - What to look for and why - (from The Clerk Magazine November 2018).* The Clerk has sent a copy of this to the Council's Internal Auditor for information.
- 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 Planning.

- 8.1 **3PL/2018/1330/HOU: Old Farm, Mere Road, Stow Bedon.** Application for New garage. It was **resolved** that the Council had no objections.
- 8.2 **3PL/2018/1370/HOU: Sandwade, Mere Road, Stow Bedon.** Application for Extension to provide large kitchen and living space. It was **resolved** that the Council had no objections.
- 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 was **received**.

9 Casual Vacancy (1). 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 made, was **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 Casual Vacancy (2). Mrs Hannah Reed was **elected** by co-option to fill the Casual Vacancy.

- 11 **Operation London Bridge.** An article the November issue of the Magazine published by the Society of Local Council Clerks, entitled *Operation London Bridge - national planning for the passing of Her Majesty the Queen*, was **noted**.
- 12 **Budget 2019/20.** The Clerk presented a draft budget for 2019/20 which was **approved**. This included provision for the possibility of the Council having to pay for contested elections in May 2019, which although perhaps not likely, must be regarded as being possible.
- 13 **Precept 2018/19.** It was **agreed** to fix the Precept for 2019/20 at £4,850, which represents an increase in the Parish share of the Council Tax of £1.16 p.a. for a Band D property.
- 14 **Meeting dates.** A schedule of meeting dates for 2019/20 was **agreed**.
- 15 **Finance.**
- 15.1 **Clerk's salary.** It was **resolved** that cheques numbered 100770 & 100771 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) to the Clerk and HM Revenue & Customs be signed. (*Local Government Act 1972 s. 112(2)*)
- 15.2 **Hire of venue.** It was **resolved** that cheque numbered 100772 for £35.00 to Caston Village Hall be signed, being payment for the hire of the Hall for Council Meetings on 20 February 2017 and during 2018. (*Local Government Act 1972 s. 133*)
- 15.3 **Monthly Financial Report.** The report for the month ending 30 November 2018 was **received**.
- 16 **Matters for consideration at next meeting.** Broadband.
- 17 **Next meeting.** The next meeting of the Parish Council will be on **Monday, 14 January 2019** (or if there is no urgent business to be transacted, on **Monday, 18 February 2019**), at **7.30 p.m. in Caston Village Hall**.

Lee Pilkington, Chairman

18 February 2019

Scheduled future Meeting dates:

Monday, 14 January 2019*	Monday, 17 June 2019	Monday, 18 November 2019
Monday, 18 February 2019	Monday, 15 July 2019	Monday, 16 December 2019
Monday, 18 March 2019	Monday, 12 August 2019*	Monday, 13 January 2020*
Monday, 8 April 2019	Monday, 16 September 2019	Monday, 17 February 2020
Monday, 13 May 2019†	Monday, 14 October 2019	Monday, 16 March 2020

* If needed

† Annual Parish Meeting & Annual Meeting of the Parish Council