

STOW BEDON & BRECKLES PARISH COUNCIL

Minutes of a Meeting of Stow Bedon & Breckles Parish Council on Monday, 17 February 2020 at 7.30 p.m. in Caston Village Hall.

Present: Councillors: Jonathan White (Chairman), Phil Childs, Lee Pilkington.
Julian Gibson (Clerk)

- 1 **Apologies for absence.** It was resolved to accept the reason for absence offered by Cllr. Jessett.
- 2 **Declarations of interest.** None.
- 3 **Dispensations.** None.
- 4 **Public participation session.** Speaking as Chairman of the Stow Bedon Fuel Allotment Trustees, Cllr. Childs informed the meeting that sale of the charity land to the Norfolk Wildlife Trust had now been agreed, subject to legal matters and contract. Cllr. Pilkington warned the meeting that had had been victim of a robbery from his dwelling in broad daylight. He had been able to obtain film of the perpetrators, including of their vehicle registration plate, and was passing this information to the police.
- 5 **Minutes.** The minutes of the meeting held on Monday, 16 December 2019 were **confirmed** and **signed**.
- 6 **Matters arising.**
 - 6.1 [10, Minutes of 18 November 2019] **Defibrillator.** The application to Awards for All has now been submitted. A decision should be available by 3 June 2020.
 - 6.2 [4.4] **Hedge partially obscuring exit from Low Road to A1075.** The Clerk has heard from the householder who has given his consent for the hedge on the verge side of his fence to be cut back by Councillor Pilkington, as offered. Cllr. Pilkington said he expected this work to be done the next day.
 - 6.3 [11] **Meeting dates.** It was **noted** that it had been necessary to move the October meeting to Monday, 19 October, and the December one to Wednesday, 16 December.
- 7 **Correspondence.** The following correspondence was **received**:
 - 7.1 Norfolk Constabulary: *All Saints & Wayland newsletter* - December 2019.
 - 7.2 Norfolk Constabulary: *Breckland District Community Speedwatch Monthly Returns* - December 2019
 - 7.3 Breckland Council Planning Enforcement: *Brookside Farm - Unauthorised Development.*
 - 7.4 Mr M Ripley: *Planning Application Information 3AG/2019/0023/AG.*
 - 7.5 *Clerks & Councils Direct* - January 2020.
 - 7.6 Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 31 December 2019.
 - 7.7 Barclays Bank Plc: *Your Community Account statement* - 30 November - 31 December 2019.
 - 7.8 Barclays Bank Plc: *Your Active Saver Account statement* - 30 November - 31 December 2019.
 - 7.9 The Pensions Regulator: *Use our re-enrolment duties tool now.*
 - 7.10 Norfolk Constabulary: *All Saints & Wayland Newsletter* - January 2020.
 - 7.11 Came & Company: *Pre-Renewal Message.* The Clerk has confirmed that all is in order.
 - 7.12 AXA: *Your policy schedule.*
 - 7.13 AXA: *Certificate of Employers' Liability Insurance.*
 - 7.14 AXA: *Policy Summary.*
 - 7.15 AXA: *Your statement of fact.*

- 7.16 AXA: *Changes to Council Combined Policy.*
- 7.17 Came & Company: *Statement of Demands and Needs.*
- 7.18 Came & Company: *Comparison sheet.*
- 7.19 SAM2 Co-ordinator: *Monthly report.*
- 7.20 Norfolk Constabulary: *All Saints & Wayland Newsletter - February 2020.*
- 7.21 Priscilla Bacon Hospice: *Appeal letter.*

8 Hire of venue. An email from the Caston Village Hall Treasurer was **received**. This referred to a recent review of hire charges, under which the charge of the Council using the hall would increase from £5.00 to £10.00 per session. It was **agreed** to accept this.

9 Planning.

9.1 **3AG/2019/0023/AG: Honeypot Estate, Spring Lane / Mere Road Junction, Stow Bedon.** Hay/Straw Storage Barn (Agricultural notification). It was **noted** that, after consultation with members, the Clerk responded using delegated powers saying that the Council would have expected to see some supporting evidence from the farm books, and that they repeat that they have not seen livestock on the land from the adjacent highways. Notice that Prior Approval is Refused dated 3 February 2020 was **received**.

9.2 **3PL/2019/0928/O: Infill plot adjacent Gay Dene, Lower Stow Bedon.** 3 Single Storey Dwellings with parking lodge. It was **noted** that this application was withdrawn on 28 January 2020.

10 Clerk's Annual Appraisal. Confirmation from the Chairman that he has carried out an Annual Appraisal of the Clerk's performance, assessing it as being highly satisfactory was **received**, and his recommendation that, as a result, w.e.f. 20 September 2019 he is awarded an additional two Spinal Column Points to take him to SCP 16, which would increase his pay rate by 48p/hour (£152.64 p.a.), making the total salary £3,863.70 p.a. was **agreed**.

11 Finance.

11.1 **Clerk's salary.** It was **resolved** that cheques numbered 100801 & 100802 totalling £1,053.45 (back pay for pay increase for 20 September to 31 December 2019: £42.82; salary for 1 January 2020 to 31 March 2020: £965.93; payment for use of home as office: £13.50; Mileage Allowance Payment for 9 December 2019 - 10 February 2020: £31.20) to the Clerk and HM Revenue & Customs be signed. (*Local Government Act 1972 s. 112(2)*)

11.2 **Hire of venue.** It was **resolved** that cheque numbered 100803 for £55.00 to Caston Village Hall be signed, being payment for the hire of the Hall for Council Meetings from 1 January 2019 to 31 March 2020 (11 meetings). Note, if no meeting is held in March, this charge will be carried over and credited next year. (*Local Government Act 1972 s. 133*)

11.3 **Insurance.** It was **resolved** that cheque number 100804 for £330.00 to Came and Company, be signed, being the first year of a 3-year fixed agreement for the annual premium for renewal of the Council's insurance policy. For the past 3 years the insurance provider has been Hiscox, but the Council **agreed** to accept the recommendation of Came & Co to change to Pen Underwriting Limited, via AXA, which has provided an identical quote for what is marginally better cover (*Local Government Act 1972 s. 111 & 140(1)*)

11.4 **Monthly Financial Report.** The report for the month ending 31 December 2019 was **received**.

12 Matters for consideration at next meeting. Community Speedwatch.

13 Next meeting. The next meeting of the Parish Council will be on **Monday, 16 March 2020**, at **7.30 p.m. in Caston Village Hall.**

Because of the difficulties in signing minutes as required by The Local Government Act 1972, Sch, 12 para 41(1), these minutes were approved by the Council at its meeting on 20 April 2020, and later signed by the Chairman of the meeting held on 19 October 2020.

~~Jonathan White, Chairman~~

Dawn Serret, Vice-Chair

Scheduled future Meeting dates:

Monday, 16 March 2020	Monday, 17 August 2020*	Wednesday, 16 December 2020
Monday, 20 April 2020	Monday, 14 September 2020	Monday, 18 January 2021*
Monday, 18 May 2020**	Monday, 19 October 2020	Monday, 15 February 2021
Monday, 15 June 2020	Monday, 16 November 2020	Monday, 15 March 2021
Monday, 13 July 2020		

*If needed

** Annual Parish Meeting & Annual Meeting of the Parish Council