

# STOW BEDON & BRECKLES PARISH COUNCIL

Minutes of a Meeting of Stow Bedon & Breckles Parish Council on Monday, 13 December 2010 at 7.30 p.m. in Caston Village Hall.

Present: Councillors Peter Mills (Chairman), Phil Childs, Susan Tanner.  
Julian Gibson (Clerk)

## 0 Public Comment Facility.

- 0.1 Breckland District Councillor Philip Cowen covered two items announced that very day. Firstly, the Government has announced that level of cuts to be made to local government funding, which in the case of Breckland Council is a reduction of 8.9%, which was not, perhaps, as bad as he had feared. Secondly, the Localism Bill had been published, which will, among many other things, make it possible for a number of services to be passed to parish council level.
- 0.2 A member of the public said how strongly she believed that the red telephone kiosk in Mere Road, Stow Bedon should be adopted by the Council.

*At this point the Chairman formally called the meeting to order.*

**1 Apologies for absence.** It was **resolved** to accept apologies from Mrs Hannam.

**2 Declarations of interest.** None.

**3 Minutes.** The minutes of the meeting held on Monday, 22 November 2010 were **confirmed** and **signed**.

## 4 Matters arising.

- 4.1 [8] **Parish History.** The Clerk has prepared a piece for publication in *Waylander* asking anybody who objected to their material or details (originally published in the 2005 Parish History) being made available on the Parish Council website to contact him. Unfortunately he had been told that *Waylander* did not allow flyers to accompany the magazine, so it will not be possible to do this in addition to the article.
- 4.2 [11] **Casual vacancies.** Notices have been put on the boards, and a piece written for eventual publication in *Waylander* but as yet with no response.

## 5 Correspondence. The following correspondence was **received**:

- 5.1 Norse Commercial Services Ltd: Landscape Development.
- 5.2 Breckland Council: *The Breckland Parish Glass Recycling Competition league table - July 2010 - April 2011.* The Parish was 19<sup>th</sup> in the first two months (July - August) and 9<sup>th</sup> in the following period (September - October).
- 5.3 Norfolk Constabulary: *Letter introducing Inspector Terry Lordan.*
- 5.4 Norfolk Constabulary: *Parish/Ward Crime Statistics - October 2010.*
- 5.5 Breckland Council: *Section 106 Newsletter.*
- 5.6 Breckland Council: *Planning Obligations newsletter - Edition 3, November 2010.*
- 5.7 Barclays Bank Plc: *Community Account Statement - 30 October - 29 November 2010.*
- 5.8 CAF Bank: *CAF Gold Account Statement - 30 November 2010.*
- 5.9 Computershare Investor Services Plc: *notice re transfer of Treasury Stock holding into name of Stow Bedon Village Hall Fund.*

## 6 Planning.

- 6.1 **3PL/2010/0945/F: Land adjacent Gay-Dene, Lower Stow Bedon.** Erection of agricultural worker's dwelling. Notice of Refusal of Planning Permission dated 9 November 2010 was **received**.

- 6.2 **3PL/2010/1008/F: The Cottage, Mere Road, Stow Bedon.** Rear single storey extension & detached garage. Notice of Planning Permission dated 16 November 2010 was **received**.
- 7 **Grit bin.** The Clerk reported that he had received a call from a parishioner who was intending to ask if the Council could assist with the provision of a grit bin, but that the request had not yet been made. It was **agreed** to await receipt of a formal request.
- 8 **Red telephone kiosks.** After consideration of comments made by parishioners it was **agreed** that the Council should seek to adopt the telephone kiosk in Mere Road, Stow Bedon, but not the one in Lower Stow Bedon. The Chairman reported that this box had recently suffered severe vandalism, and the Clerk was asked to advise BT. The Clerk was **authorised** to proceed with the adoption process.
- 9 **Standing Orders.** Adoption of the new set of Standing Orders based on the model set published by the National Association of Local Councils had been discussed and duly proposed at the meeting on 22 November 2010, at which point in accordance with paragraph 42 of the existing Standing Orders the motion stood adjourned. This motion was now voted on and the new Standing Orders were **adopted**. The Clerk pointed out that paragraph 1.4 of the new Orders makes provision for the public to speak as a part of the meeting, rather than having to vote to adjourn for the public participation session, or hold it before the meeting formally starts. Furthermore, paragraph 1.9 states that this session should be recorded in the minutes, which technically should not have been the case under the old Standing Orders.
- 10 **Insurance Policy.** The Clerk reported that Came & Co was not prepared to consider altering the excess figure. Nevertheless the Council felt that the saving in premium justified swapping insurers as soon as possible, and it was **agreed** that the Clerk should cancel the policy with Aon and accept the quotation for a three-year term new policy with Came & Co, with effect from the end of January 2011.
- 11 **Pingo Trail Walks Board.** The Clerk drew the Councils attention to the state of this board which was erected by Norfolk County Council. He had contacted NCC, but repair was not possible, and there is no funding available for a new one. It was **agreed** that the damaged board looks worse than not having one at all, and it was **agreed** that the Clerk should take the board down. (NCC has agreed to this.)
- 12 **Clerk's appointment.** It was **agreed** that the Clerk had satisfactorily completed his probationary period, and his appointment was **confirmed**, paid initially at Spinal Column Point 15, equating to £1,251.60 p.a.
- 13 **Risk Assessment 2010/2011.** The Council **reviewed** and **agreed** the Risk Assessment the Clerk had undertaken.
- 14 **Additional information for Annual Audit.** The Clerk had prepared a list of additional information which would be required if the Council was chosen in the random sample for greater scrutiny by the External Auditor. The Council **reviewed** and **agreed** this.
- 15 **Treasury Stock.** The transfer of the investment of £16,917.84 7¾% Treasury Stock 2012-2015 belonging to the Stow Bedon Village Hall Fund (which has until now been incorrectly held in the name of the Council) into the name of the Fund was **confirmed**.
- 16 **Bulk Fuel syndicate.** The Council had previously received correspondence from Breckland Council concerning the possibility of setting up such a scheme, which could save parishioners money. It was **agreed** that the Clerk should ask via *Waylander* if there was any interest in participating, and if anybody was prepared to organise it.

**17 Finance.**

- 17.1 **Clerk's salary.** It was **resolved** that cheque number 100537 for £347.67 to the Clerk be signed in respect of salary from 20 September 2010 to 31 December 2010. (Local Government Act 1972, s. 112(2).)
- 17.2 **Clerk's expenses.** It was **resolved** that cheque number 100538 for £128.51 (postage & telephones £9.63, travel £111.69, other £2.00, VAT £5.19) to the Clerk be signed in respect of reimbursement of necessary expenses for 20 September 2010 to 6 December 2010. (Local Government Act 1972, s. 111.)
- 17.3 **Hire of venue for meetings.** It was **resolved** that cheque number 100539 for £50.00 to Caston Village Hall Management Committee be signed in respect of hire of the hall for meetings in 2010. (Local Government Act 1972, s. 133.)
- 17.4 **Monthly Financial Report.** The report for the month ending 30 November 2010 was **received**.

**18 Matters for consideration at next meeting.**

- 18.1 Adoption of Code of Conduct for handling complaints.
- 18.2 Notes for members of the public attending Council Meetings.

**19 Next meeting.** The next meeting of the Council will be on **Monday, 21 February 2011**, at **7.30 p.m.** in **Caston Village Hall**.

**Confirmed:**

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**Peter Mills, Chairman**

21 February 2011

**Scheduled future Meeting dates:**

Monday, 21 March 2011	Monday, 20 June 2011
Monday, 18 April 2011	Monday, 18 July 2011
Monday, 16 May 2011*	

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