

STOW BEDON & BRECKLES PARISH COUNCIL

Minutes of a Meeting of Stow Bedon & Breckles Parish Council on Monday, 21 March 2011 at 7.30 p.m. in Caston Village Hall.

Present: Councillors Peter Mills (Chairman), Melanie Hannam, Susan Tanner.
Julian Gibson (Clerk)

- 1 **Apologies for absence.** It was **resolved** to accept apologies from Mr Childs.
- 2 **Declarations of interest.** None.
- 3 **Public Comment Facility.**
 - 3.1 A member of the public voiced objections to the planning application to be discussed under item 8.2, saying that the villagers in Lower Stow Bedon opposed it, on the grounds that it was not actually a part of the farm and was too large. District Councillor Phil Cowen advised that he had asked for this to be “called in” and discussed by the Development Control Committee, but this had been declined because, in the Chairman’s opinion the decision could be safely left to the Breckland officers to decide working on the Council’s published policies.
 - 3.2 County Councillor Ian Monson confirmed that the council’s budget has been passed with no increase in its share of Council Tax. He said that, in addition to the recycling centre which was starting to be constructed in Dereham, a new one was being planned in Thetford. Finally he hoped that the recent work on the roads (filling pot holes, clearing mud, etc.) had made an improvement, and repeated that Mere Road would be top dressed in the summer.
 - 3.3 Mr Cowen had nothing to add from Breckland Council, but thanked Mr Monson for his help in getting the work done to the local roads.
 - 3.4 A member of the public pointed out the damage occurring to the verge on the corner by the village sign. Another member of the public said he knew the farmer involved, and offered to speak to him, asking for a repair to be done.
- 4 **Minutes.** The minutes of the meeting held on Monday, 14 February 2011 were **confirmed** and **signed**.
- 5 **Matters arising.**
 - 5.1 [3.2] **Water leak on Sandy Lane.** Anglian Water has inspected but was unable to find the correct location. The Clerk said he would ask the member of the public who reported it to speak directly to them.
 - 5.2 [3.3] **Mere Road ditch.** The Clerk inspected the ditch, and found it to be rather overgrown and partially blocked by a fallen tree He then wrote to the landowner, who telephoned to say he will clear it. This now appears to have been done, so the Clerk will write a letter of thanks.
 - 5.3 [8] **Grit bin.** The Clerk has advised Norfolk County Council and is waiting for them to send the necessary licence.
 - 5.4 [15.2, Minutes of 18 October 2010] **Precept.** Breckland Council have published the Council Tax bands for 2011-2012. The Band D rate totals £1,417.00, virtually the same as the previous year. The Parish Council part of this is £16.72, a small increase on last year.
- 6 **Correspondence.** The following correspondence was **received**:
 - 6.1 Breckland Council: *Parish Council Elections May 5th 2011 - Nomination Process.*

- 6.2 Defence Estates: *Training Activities on STANTA from February 2011 to January 2012.*
- 6.3 Age UK Norfolk: *Campaign for later life in Norfolk.*
- 6.4 Norfolk Constabulary: *Parish/Ward Statistics - 1-31 January 2011.* The Clerk had been told that the two crimes in the parish were theft of a piece of farm equipment and a domestic related assault.
- 6.5 Barclays Bank Plc: *Moving to monthly billing to help your cashflow.*
- 6.6 *Clerks & Councils Direct - March 2011.*
- 6.7 Breckland Council: *Letter re community & voluntary groups training.*
- 6.8 Breckland Council: *The one stop bus.*
- 6.9 Breckland Council: *Training Events - 2011-2012.*
- 6.10 Breckland Council: *Town and Parish Council Newsletter - February 2011.*
- 6.11 Norfolk County Council: *Letter re. Highway services.*
- 6.12 Norfolk Rural Community Council: *Thinking Value? Members Discount Scheme.*
- 6.13 Norfolk Association of Local Councils: *Parish or town council elections - 5 May 2011.*
- 6.14 Came & Company: *Parish Matters - Spring 2011.*
- 6.15 Norfolk Association of Local Councils: *Norfolk Link Extra - Spring 2011.*
- 6.16 HM Revenue & Customs: *Parish Council and Community Council Clerks PAYE Implementation.*
- 6.17 National Association of Local Councils: *It takes all sorts.*
- 6.18 Norfolk County Council: *Norfolk Minerals and Waste Local Development Framework Core Strategy & Minerals and Waste Development Management Policies DPD - Notification of Submission.*
- 6.19 CAF Bank: *CAF Gold Account Statement - 28 February 2011.*
- 6.20 Barclays Bank Plc: *Community Account Statement - 29 January - 25 February 2011*

7 Speeding on A1075 and Speed Limit in Lower Stow Bedon. A letter from Norfolk County Council highways department was **received**. With regard to the A1075, all NCC will say is that when they receive the report of the latest incident from the Police it will be looked at by the Road Casualty Reduction team. They declined the Clerk's request to ask the police for the information now that two Councils have made them aware of the situation. The Council **agreed** to wait for that. The request for a speed limit for Lower Stow Bedon on Rocklands/Hockham Road has been added to the traffic management programme as low priority, so may take several years to provide. The Clerk said he would advise the parishioner who raised the matter.

8 Planning.

- 8.1 **3PL/2011/0157/F: Mere House, Mere Road, Stow Bedon.** Application for Erection of fence on East & West boundaries. It was **resolved** that the Council objected to the proposed fence along the Caston/Attleborough Road, on the grounds that at 2.5 metres, even allowing for the land dropping away, this is too high for a residential dwelling, and will make the site look like an industrial compound.
- 8.2 **3PL/2011/0140/F: Land adjacent to Gay-Dene, Lower Stow Bedon.** Application for Erection of agricultural workers dwelling. It was **resolved** that the Council objected, on the grounds that the proposed development is outside the Settlement Boundary, the amended "independent" assessment was inaccurate and in any case did not provide sufficient reason for making an exception in this case, and in any event, the proposed dwelling was too large for the plot and not in keeping with the street scene..

9 Internal audit. The Council formally carried out the annual Review of the System of Internal Audit, which was **approved**.

- 10 Code of Conduct for handling complaints.** A Code of Conduct was **approved**.
- 11 Members of the Public.** A Note for members of the Public attending Council Meetings was **approved**. The Clerk will laminate some copies and make them available at future meetings.
- 12 PAYE.** The Clerk explained that the HM Revenue & Customs had now issued a notice confirming that parish council clerks should be paid under PAYE, rather than being paid gross and allowed to notify HMRC in their annual tax returns and pay Income Tax themselves. He would register the Council as an employer, and ensure that everything was in order by the time he was next due to be paid in June.
- 13 Bottle Bank.** Following the recent increase in the glass collection charges the Clerk had done some research into the possibility of opting out of the Breckland Council administered scheme and changing to an alternative contractor. In view of the costs and the type and size of bank which would be required it was **agreed** to leave things as they are.
- 14 Telephone Kiosk.** The Clerk was asked to prepare a report on the work required on the adopted telephone kiosk in Mere Road for a future meeting. It was **agreed** that the council would not add this asset to the insurance (although it would be covered for third party liabilities under the existing policy), but to carry the risk itself.
- 15 Finance.**
- 15.1 **Clerk's salary.** It was **resolved** that cheque number 100542 for £312.90 to the Clerk be signed in respect of salary from 1 January to 31 March 2011. (Local Government Act 1972, s. 112(2).)
- 15.2 **Clerk's expenses.** It was **resolved** that cheque number 100543 for £154.28 (postage & telephones £32.61, travel £89.70, other £24.23, VAT £7.74) to the Clerk be signed in respect of reimbursement of necessary expenses for 7 December 2010 to 11 March 2011. (Local Government Act 1972, s. 111.)
- 15.3 **Cherry Tree.** It was **resolved** that cheque number 100544 for £15.00 to the Chairman be signed in reimbursement of the cost of purchase of the cherry tree, and the necessary support and guard. (Highways Act 1980, s. 96(5).)
- 15.4 **Subscriptions.** It was **resolved** that cheque number 100546 for £25.00 to Norfolk Rural Community Council be signed in replacement of cheque no. 100532 issued on 19 July 2010 for the annual subscription for 1 April 2010 - 31 March 2011. The original cheque was apparently lost by NRCC's bank after being paid in by them. (Local Government Act 1972, s. 143.)
- 15.5 **Subscriptions.** It was **resolved** that cheque number 100547 for £15.00 to Norfolk Rural Community Council be signed in respect of the subscription for 1 April 2011 - 31 March 2012. The Clerk had pointed out that it was possible to have non-voting membership with all the existing benefits for this reduced subscription (Local Government Act 1972, s. 143.)
- 15.6 **Monthly Financial Report.** The report for the month ending 28 February 2011 was **received**.
- 16 Matters for consideration at next meeting.** None.
- 17 Next meeting.** The next meeting of the Council was **confirmed** as **Monday, 18 April 2011, at 7.30 p.m. in Caston Village Hall.**

Confirmed:

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Peter Mills, Chairman

18 April 2011

Scheduled future Meeting dates:

Monday, 16 May 2011*	Monday, 19 September 2011	Monday, 16 January 2012
Monday, 20 June 2011	Monday, 17 October 2011	Monday, 20 February 2012
Monday, 18 July 2011	Monday, 21 November 2011	Monday, 19 March 2012
Monday, 15 August 2011	Monday, 12 December 2011	

*Annual Parish Meeting & Annual Meeting of the Parish Council