

# STOW BEDON & BRECKLES PARISH COUNCIL

Minutes of a Meeting of Stow Bedon & Breckles Parish Council on Monday, 18 July 2011 at 7.30 p.m. in Caston Village Hall.

**Present: Councillors Peter Mills (Chairman), Phil Childs, Rachael Garrod, Paul Howe, John Morfoot, Lee Pilkington, Susan Tanner Julian Gibson (Clerk)**

- 1 **Apologies for absence.** None.
- 2 **Declarations of interest.** Mr Childs declared a personal interest in item 11 as he is a Trustee of the Stow Bedon Fuel Allotment, which is adjacent to part of Crows Lane. Similarly Mr Pilkington declared a personal interest as he also owns land adjacent to part of the lane.
- 3 **Public participation session.** District Councillor Phil Cowen gave a brief summary of activities at Breckland, mentioning the Localism Bill (where more information about what this will involve is becoming available), the shared management team with South Holland (which has identified good savings for next year), and the Thetford Area Action Plan.
- 4 **Minutes.** The minutes of the meeting held on Monday, 20 June 2011 were **confirmed** and **signed**.
- 5 **Matters arising.**
  - 5.1 [13] **Grit bin.** The Clerk has met with Ed Howe, and discussed where and when the base will be constructed.
  - 5.2 [15] **Grass cutting on verges.** The Clerk has arranged for Paul Groom, Highway Engineer, Norfolk County Council, to attend the Council meeting on 19 September to make a presentation on Delegation of Services from County to Parish Councils.
- 6 **Correspondence.** The following correspondence was **received**:
  - 6.1 Norfolk County Council: *Norfolk Celebrates Age.*
  - 6.2 Breckland Council: *Consultation on introducing a scheme for licensing Houses in Multiple Occupation.*
  - 6.3 Norfolk County Council: *Norfolk Minerals and Waste Local Development Framework: Minerals Site Specific Allocations and Waste Site Specific Allocations Development Plan Documents: Consultation on Revised Further Issues and Options.*
  - 6.4 Norfolk County Council: *Norfolk Core Strategy and Minerals and Waste Development Management Policies Development Plan Document: Publication of Addendum to Sustainable Appraisal (Revised Pre-Submission Document) and Focused Changes.*
  - 6.5 Norfolk Constabulary: *Parish/Ward Crime Statistics.*
  - 6.6 Norfolk Constabulary: *Local Policing Plan Summary 2011/12.*
  - 6.7 Breckland Council: *Site Specifics proposals DPD.*
  - 6.8 *Clerks & Councils Direct.*
  - 6.9 Norfolk County Council: *proposed Power and Recycling Centre, Willows Business Park, Saddlebow, King's Lynn.*
  - 6.10 Rev'd Andrew Davey: *Comment on Planning Applications c/2/2011/2020 for urgent discussion.*
  - 6.11 Wayland Partnership Development Trust: *Invitation to Service of Celebration and Thanksgiving.*
  - 6.12 Norfolk County Council: *Email detailing work carried out by Highway Rangers on recent visit.*
  - 6.13 Breckland Council: *Polling Districts, Polling Places and Polling Station Review.*
  - 6.14 Barclays Bank Plc: *Community Account Statement - 28 May - 29 June 2011.*

6.15 Norfolk Waste Research Group: *The site of the battle for democracy.*

6.16 CAF Bank: *CAF Gold Account Statement - 30 June 2011.*

## 7 **Planning.**

7.1 **3PL/2011/0549/F: Brookside Farm/Breckles Gate, Watton Road, Breckles.** Application for Erection of roof mounted solar photovoltaic system. It was **resolved** that the Council had no objection.

7.2 **3PL/2011/0498/F: Drove Farm, Low Road, Breckles.** Application for Erection of detached house for agricultural worker, ancillary garage and store (revocation of pp 2010/0885/O). It was **resolved** that the Council objected on the grounds that, (1) it had not been proved that there was a need for a new dwelling, (2) that the Contaminated Land Certificate enclosed with the application related to a different property, (3) that an adjacent plot believed to be owned by the applicant was not shown in the application, and (4) that the proposed dwelling would be completely out of character of the existing street scene.

7.3 **3PL/2011/0431/F: 1 The Close, Stow Bedon.** Extension to dwelling forming ground floor bedroom and en-suite for disabled occupant. Planning Permission dated 27 June 2011 was **received**.

8 **Clerk's references.** The Clerk explained that at the recent SLCC/Norfolk ALC Joint Summer Conference a presentation on insurance matters had pointed out that, if a Council had not taken up a reference on its Clerk, it could invalidate the Fidelity Guarantee insurance. Although there was no suggestion of impropriety he pointed out that there had recently been two instances of clerks defrauding their councils, and to be sure he recommended that the Council ensured that it had a reference on file. The Chairman was able to confirm that at the time of employing the Clerk he had obtained two references, and will provide copies to be kept on the file.

**Action:** Chairman.

9 **Caston School.** The Clerk reported that Caston School had asked if the Council would be prepared to nominate Jason Reynolds of Caston as a Sponsor Governor of the School (such a governor is nominated by the Parish Councils of Caston, Griston and Stow Bedon). Unfortunately none of the Members knew Mr Reynolds at all, and so it was **agreed** that the best the Council could say was that it had no reason to object to the appointment.

10 **County Wildlife Site.** A note from Norfolk Wildlife Trust providing details of a County Wildlife Site within the parish was **received**. The Clerk was asked to try to compile a complete list of such sites in the parish.

11 **Crows Lane.** The Clerk reported that, at the request of a member of the public, he had made some enquiries relating to Crows Lane. According to the Stow Bedon Enclosure Award Crows Lane was "for the use and convenience of all persons having lands in Stow Bedon adjoining thereto and the owners and occupiers of the same for the time being and which said last mentioned road is also set out to be used as and for a Public Bridle Way." Norfolk County Council does not currently have this on their schedule of Bridal Paths. This report was **received**. It was **agreed** that the Council should seek to modify the Definitive Map and Statement of Public Rights of Way maintained by Norfolk County Council to include Crows Lane from the A1075 to where it emerges on Peddars Way. The Clerk has obtained the necessary forms and will take this forward.

12 **Maintenance work to Telephone Kiosk and Notice Boards.** Mr Morfoot has unfortunately as yet been unable to obtain the necessary materials, but will try to do so by the next meeting.

**Action:** Mr Morfoot.

With regard to the Notice Boards, it was **agreed** that these need some restoration work. The Clerk was asked to get estimates for this work, and including having the parish name engraved on the header boards, as the existing lettering is not wearing well.

**Action:** Clerk.

- 13 Speeding at junction of A1075 and B1111.** The Clerk reported that he had contacted both NCC and the Police. Paul Groom, Highway Engineer, Norfolk County Council, has said that there are insufficient accidents to justify deploying the equipment the County has, but that we could buy our own Vehicle Activated Signs (subject to certain permissions) for £3-5,000! The Clerk later joined David Law, Traffic Management Officer, Norfolk Constabulary, on a site visit. He agrees that the most desirably thing would be to use some speed monitoring equipment to establish whether this is a real issue or just a perceived one. Unfortunately this equipment and responsibility was taken from him and given to the Safety Partnership, but now that that group has been dramatically downsized, he has some of the kit back. Sadly, he has still to get the IT work done so that he is able to read and make use of any data the monitors were to collect, so at present he has no capability to measure speeds. When he has, we are on the list, and then, if it is a real issue, he can get the Road Policing team to come at the right time of day to carry out some enforcement. In the meanwhile, he has made some recommendations with regard to cutting back foliage to improve visibility, and replacing lineage and adding some new markings at both the B1111 and Low Road junctions. This will eventually get back to NCC, and, as it is reasonably cheap, David was hopeful that it might be implemented. The Clerk summed this up as “Not much, but at least something!”

Mrs Garrod gave the Clerk the first of what she expects to be several pages, this one signed by 23 parishioners, expressing concern about the speed of traffic on the road. She will continue to circulate this and collect more signatures. It was **agreed** that she should write to Elizabeth Truss MP about the issue.

**14 Finance.**

- 14.1 **Internal Audit.** It was **resolved** that cheque number 100557 for £29.00 to David Gee be signed, in payment for the Internal Audit for the year ended 31 March 2011. (*Local Government Act 1972 s 111(1).*)
- 14.2 **Stationery.** It was **resolved** that cheque number 100558 for £117.24 (£97.70 + £19.54 VAT) to Viking Direct be signed, in payment of invoices 532668 & 530899 for stationery. (*Local Government Act 1972 s 111(1).*)
- 14.3 **Clerk’s salary.** It was **resolved** that cheques numbered 100559 & 100560 totalling £443.07 (salary for 1 April 2011 to 30 June 2011: £312.90; Mileage Allowance Payment for 12 March 2011 to 28 June 2011: £130.17 of which £3.67 is the VAT element) be signed. (*Local Government Act 1972 s 112(2).*)
- 14.4 **Clerk’s reimbursement.** It was **resolved** that cheque number 100561 £61.43 (postage & telephones £57.09, Training £3.33, VAT £1.01) to the Clerk be signed as reimbursement for items paid on behalf of the Council for 12 March to 21 June 2011. (*Local Government Act 1972 s 111 & 175.*)
- 14.5 **Monthly Financial Report.** The report for the month ending 30 June 2011 was **received**.

**15 Matters for consideration at next meeting.** None.

- 16 Next meeting.** The next meeting of the Council was **confirmed** as **Monday, 15 August 2011, at 7.30 p.m. in Caston Village Hall**, or, if there is no urgent business making a meeting on that date necessary, on **Monday, 19 September 2011**, at the same time and place.

**Confirmed:**

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**Peter Mills, Chairman**

15 August 2011

**Scheduled future Meeting dates:**

Monday, 19 September 2011	Monday, 16 January 2012*
Monday, 17 October 2011	Monday, 20 February 2012
Monday, 21 November 2011	Monday, 19 March 2012
Monday, 12 December 2011	* If needed