

STOW BEDON & BRECKLES PARISH COUNCIL

Minutes of a Meeting of Stow Bedon & Breckles Parish Council on Monday, 17 October 2011 at 7.30 p.m. in Caston Village Hall.

**Present: Councillors Peter Mills (Chairman), Phil Childs (Vice-Chairman), Rachael Garrod, Lee Pilkington, Susan Tanner
Julian Gibson (Clerk)**

- 1 **Apologies for absence.** It was **resolved** to accept apologies from Mr Morfoot.
- 2 **Declarations of interest.** The Chairman declared a personal and prejudicial interest in item 20.3, as this concerns reimbursement of his travel costs attending a training session on the Code of Conduct.
- 3 **Public participation session.**
 - 3.1 **Crows lane.** A member of the public again expressed his concerns on safety grounds about the possibility of Crows Lane being designated as a bridle path. The Chairman pointed out that all the Council was doing was collecting information from any interested parties, and that this would be sent to Norfolk County Council, the body with the power to take the decision.
 - 3.2 **Street Party.** Mrs Clare Rowling said that she would be very interested in helping to organise a Street Party to celebrate the Queen's Silver Jubilee.
 - 3.3 District Councillor Phil Cowen added his support to the idea of a Street Party. He confirmed that the Breckland Council share of the Council Tax would be frozen at last year's figure, and also said that some more of the money invested with Icelandic banks had been returned.
 - 3.4 County Councillor Ian Monson said that his council had also received back some funds from Icelandic banks. He urged people to sign a petition concerning concessionary bus passes. These were provided by the seven district councils which received £11m funding from central government. Now the County has taken over the task but the Government has reduced the funding made available by £4.5m. He also said that the Police have introduced a three-digit number for non-emergency calls: this is 101. Finally he reported that the County was tightening up on enforcement of landowners' responsibility to maintain any Public Rights of Way over their land.
- 4 **Minutes.** The minutes of the meeting held on Monday, 19 September 2011 were **confirmed** and **signed**.
- 5 **Matters arising.** None.
- 6 **Correspondence.** The following correspondence was **received**:
 - 6.1 Dereham, Watton & Holt Citizens Advice Bureau: *Re: CAB Annual Appeal.*
 - 6.2 Breckland Council: *Delivering local highway improvements in partnership with Town and Parish Councils.*
 - 6.3 Boundary Commission for England: *The 2013 Review of Parliamentary constituencies in England.*
 - 6.4 Campaign to Protect Rural England: *How to respond to planning applications.*
 - 6.5 Breckland Council: *Breckland Jubilee Woods Project.*
 - 6.6 Norfolk County Council: *We want your views on the future role of small schools in Norfolk.*
 - 6.7 Barclays Bank Plc: *Community Account Statement - 30 July - 29 September 2011.*
 - 6.8 Barclays Bank Plc: *Active Saver Account Statement - 30 July - 29 September 2011.*
 - 6.9 Breckland Council: *Remittance Advice.*

- 6.10 Breckland Council: *Breckland Council Corporate Plan 2011-2015*.
- 6.11 Norfolk Association of Local Councils & Society of Local Council Clerks: *Autumn Seminar* - Thursday, 17 November 2011. The Clerk said he would be attending.
- 6.12 CAF Bank: *CAF Gold Account Statement* - 30 September 2011.
- 6.13 Norfolk Parish Training Partnership: *Initial Training for Clerks and Councillors*. Mr Pilkington said he would be interested in attending, and would try to book a place.
- 6.14 Breckland Council: *Free copy of the Full Register*.

7 **Planning.**

- 7.1 **3PL/2011/0549/F: Brookside Farm/Breckles Gate, Watton Road, Breckles.** Erection of roof mounted solar photovoltaic system. Planning permission dated 14 September 2011 was **received**.
- 7.2 **3PL/2011/0498/F: Drove Farm, Low Road, Breckles.** Erection of detached house for agricultural worker, ancillary garage and store (revocation of planning permission 3PL/2010/0885/O). Planning Permission dated 4 October 2011 was **received**.

8 Delegation of Services from County to Parish Councils. Following the presentation from Paul Groom, Highway Engineer, at the last meeting it was **agreed** not to apply to take over any of these services at this time as it was felt that Norfolk County Council did a good job at a very favourable cost, and that the Parish would not be able to do this more cheaply.

9 Wayland Partnership Trust. Mrs Tanner explained that she wished to stand down as Representative to the Trust. It was **agreed** not to appoint a new Representative, although if there was some particular reason why a member should be present somebody would be found to attend. The Clerk was asked to forward any emails about meetings, etc., to members to ensure that they were kept well informed of the activities of the Trust.

10 Maintenance work to Telephone Kiosk. Mr Childs reported that he had seen a team from NVM Sheet Metal Limited of Poole busily engaged in painting the kiosk inside and out! It seems they had been instructed to do this by BT, even though the kiosk no longer belongs to them. As a result he had not taken this matter any further. It was **agreed** that nothing further needed to be done.

11 Maintenance work to Notice Boards. The Clerk reported that he (and the Chairman) had been unable to contact Mr Tomson about his offer to carry out this the engraving work, and it was considered that asking Harry Stebbings to do the work was too expensive. It was **agreed** that volunteers should be found to clean the mould off the woodwork, and apply the tung oil. With regard to the header names, which are peeling off, it was **agreed** that these should be removed completely, and that if necessary the Clerk would place a suitable sign inside the glass case. Mr Childs will make a start with the board in Mere Road.

12 Crows Lane. Mr Childs handed over a number of User Evidence Forms which had been returned to him, but obviously not seen by other members or the Clerk. Sadly it was **agreed** that there was no alternative other than to again put this matter back to the next meeting, so that the Clerk could have the opportunity to prepare a report for circulation to members.

13 Meeting dates. A schedule of meeting dates for 2012/2013 was **agreed**. The Clerk also explained that he was not able to make the planned dates for the next two meetings, and it was **agreed** that the next meeting would be held on 14 November (rather than 21st) and the following one on 19 December (instead of 12th).

- 14 Street Party.** It was **agreed** that it would be very nice to have a Street Party sometime over the weekend of Saturday 2 to Tuesday 5 June 2012 to celebrate the Queen's Diamond Jubilee, and Mrs Garrod and Mrs Tanner agreed to coordinate a group with Mrs Rowling to plan this. They will try to attend one of the Workshops being put on by Breckland Council, and would apply to that council for a grant to help cover the costs. Any other offers of help on the organising group, or performing other tasks would be gratefully accepted.
- 15 Norfolk Association of Local Councils Annual General Meeting.** A report from the Clerk on this meeting was **received**. The Council was particularly interested in the possibility of hiring speed awareness signs from Westcotec Limited for a month to obtain definitive data about the speed of vehicles on the A1075. The Chairman said he would continue to investigate this, and if appropriate, bring a proposal to Council in due course.
- 16 Exclusion of the Press and Public.** It was **resolved** under *Public Bodies (Admission to Meetings) Act 1960, s.1(2)* to exclude the public and press for the discussion of the next item as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
- 17 Clerk's working hours.** A report on the Clerk's hours of employment was **received**, and in view of the workload he is now handling it was **agreed** to increase his hours to 18 a month. The Clerk was asked to continue to record his hours, and come back to the Council if necessary. The Chairman also said that he and the Vice-Chairman had carried out the annual appraisal due at the end of the Clerk's first year of employment, and the Council agreed that it was very satisfied with his performance. The Clerk thanked the Council for the increase, which will take his annual salary up to £1,845.72.

The meeting was again opened to the press and public.

- 18 Budget.** The draft budget for 2012/2013 was reviewed and **agreed**, with an adjustment to take into account the impact of item 17.
- 19 Precept.** In recent years the Precept has been set at considerably less than the Council's expenditure, because income was supplemented by the Stow Bedon Village Hall Fund. The Council also had reasonable reserves, which are now being reduced to a more suitable level. As a result it was **agreed** that the Precept for 2012/2013 should be set at £2,200, a small increase.
- 20 Finance.**
- 20.1 **Grit bin.** It was **resolved** that cheque number 100567 for £179.99 (£149.99 + £30.00 VAT) to the Clerk be signed in reimbursement for paying invoice no. 0002729 to Seltek Solutions for a grit bin for The Close, Stow Bedon. (Highways Act 1980 s 185, & *Local Government Act 1972 s 101*.)
- 20.2 **Grit bin.** It was **resolved** that cheque number 100568 for £170.00 to E J Howe be signed in payment of invoice no. 369 for constructing the base to the grit bin in The Close, Stow Bedon. (Highways Act 1980 s 185, & *Local Government Act 1972 s 101*.)

In view of his declared interest in the following item the Chairman relinquished the chair and left the room. The Vice Chairman took the chair.

- 20.3 **Training.** It was **resolved** that cheque number 100569 for £18.33 to the Chairman be signed Chairman in reimbursement of his mileage costs incurred in attending the recent Code of Practice training at Breckland Council offices in Dereham. (*Local Government Act 1972 s 111*.)

The Chairman returned and resumed the chair.

20.4 **Monthly Financial Report.** The report for the month ending 30 September 2011 was received.

21 **Matters for consideration at next meeting.** Crows Lane.

22 **Next meeting.** The next meeting of the Council was **confirmed** as **Monday, 14 November 2011, at 7.30 p.m. in Caston Village Hall.**

Confirmed:

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Peter Mills, Chairman

17 October 2011

Scheduled future Meeting dates:

Monday, 19 December 2011	Monday, 18 June 2012	Monday, 19 November 2012
Monday, 16 January 2012*	Monday, 16 July 2012	Monday, 17 December 2012
Monday, 20 February 2012	Monday, 20 August 2012*	Monday, 21 January 2013*
Monday, 19 March 2012	Monday, 17 September 2012	Monday, 18 February 2013
Monday, 23 April 2012	Monday, 15 October 2012	Monday, 18 March 2013
Monday, 21 May 2012		

* If needed