

STOW BEDON & BRECKLES PARISH COUNCIL

Minutes of a Meeting of Stow Bedon & Breckles Parish Council on Monday, 18 June 2012 at 7.30 p.m. in Caston Village Hall.

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

- 1 **Apologies for absence.** It was **resolved** to accept apologies Mr Morfoot.
- 2 **Declarations of interest.** None.
- 3 **Public participation session.**
 - 3.1 **Police.** PCSO Tonya Winsley, who works out of Watton Police Station, introduced herself as the new police contact for Stow Bedon and Breckles (although Lower Stow Bedon is still covered by the Attleborough Safer Neighbourhood Team). She said she would try to attend any events in the parish if she was on duty, but also that she was trying to attend the Coffee Mornings in Caston Village Hall, and that any parishioners were welcome to come and speak to her then. She also mentioned a project a colleague was involved in, where trusted prisoners from Griston Prison undertake work in the community, and asked if there was anything the Council might be interested to use them for. The Clerk said he would send a list of possibilities. In view of the police presence, the council asked about the recent break-in and theft from an outbuilding in Breckles. The Clerk was asked to place a news item on the Parish Website.
 - 3.2 **Peddars Way development.** The Clerk reported that he had, as Clerk of Wretham Parish Council, received copies of letters from the Breckland Council Enforcement Officer written to Mr C Garrod and Traditional Norfolk Poultry, concerning development which has taken place at Watering Farm and on Land near Breckles Heath respectively. The first relates to new pig units, and the second to poultry units. The officer has advised that both these require planning permission, which has not been sought, and gave the owners 28 days to submit applications, recommending that no further works or activities took place.
- 4 **Minutes.** The minutes of the meeting held on Friday, 11 May 2012 were **confirmed** and **signed**.
- 5 **Matters arising.**
 - 5.1 [5.3 Meeting 19 September 2011] **Grit Bin.** The Clerk reported that a lorry owned by Ripblast Limited had been seen backing into the bin and pushing it off the concrete base. He had emailed the company asking them to get in touch about repositioning the bin, but had heard nothing. However, the bin is now back *in situ*.
 - 5.2 [6.14 Meeting 20 February 2012] **30 mph speed limit in Lower Stow Bedon.** The Clerk reported that the signs are now in position.
- 6 **Correspondence.** The following correspondence was **received**:
 - 6.1 Information Commissioner's Office: *Data Protection Act 1998 - Confirmation of Renewal.*
 - 6.2 Audit Commission: *Stow Bedon & Breckles Parish Council - Consultation on appointment of external auditor for 2012/13 and future years.*
 - 6.3 Breckland Council: *Breckland Town and Parish Council Forum 2012.*
 - 6.4 Breckland Council: *Improving Consultation with Parish Councils on Planning Applications - Electronic Responses.*

- 6.5 Breckland Council: *Recycling Remittance Advice*.
- 6.6 Norfolk Constabulary: *Parish/Ward Crime Statistics*.
- 6.7 Barclays Bank Plc: *Community Account Statement - 1-31 May 2012*.
- 6.8 Barclays Bank Plc: *Active Saver Account Statement - 1-31 May 2012*.
- 6.9 CAF Bank: *CAF Gold Account Statement - 31 May 2012*.
- 7 **Planning.** 3PL/2012/0348/F: 1 Hall Cottages, Lower Stow Bedon. Demolish rear conservatory and erect two-storey rear extension, partly over existing rear single storey section. Planning Permission dated 21 May 2012 was **received**.
- 8 **Diamond Jubilee Street party.** The Chairman gave a verbal report on a very successful event, and thanked those involved in putting it on. The mugs given to children by the Council were much appreciated. He said that a number of photographs had been put on the Parish Website. The report was **received**.
- 9 **Recycling credits.** The Clerk reported that £42.48 had been received from Breckland Council. Even though more glass was collected, this was less than the previous year (£79.42) because the collection charge had increased. The Clerk was asked to again ask why Breckland Council had not fulfilled their promise to try to negotiate a better deal. The report of was **received**.
- 10 **Annual Parish Meeting.** The draft Minutes of the Annual Parish Meeting held on Friday 11 May 2012 were agreed, and will be confirmed and signed at the next Parish Meeting. There were no actions arising as a result of this meeting.
- 11 **Appointment of Internal Auditor.** The Clerk reported that he had written to the person suggested who might agree to take on this role, but had received no response. Mrs Garrod offered to try to have a word with him, as the personal approach is often more successful. Mr Howe said he might know of another possible candidate, if that came to nothing.
- 12 **Finance.**
- 12.1 **Clerk's salary.** It was **resolved** that cheques numbered 100586 & 100587 totalling £540.61 (salary for 1 April 2012 to 30 June 2012: £461.43; Mileage Allowance Payment for 3 February 2012 to 9 June 2012: £79.18 of which £2.54 is the VAT element) to the Clerk and HM Revenue & Customs be signed. (*Local Government Act 1972 s 112(2).*)
- 12.2 **Clerk's reimbursement.** It was **resolved** that cheque number 100588 for £44.36 (postage £39.36, hall heating £5.00) to the Clerk be signed as reimbursement for items paid on behalf of the Council for 2 January 2012 to 18 April 2012. (*Local Government Act 1972 s 111.*)
- 12.3 **Jubilee Mugs.** In accordance with its powers under section 137 of the Local Government Act 1972, it was **resolved** that cheque number 100589 for £296.94 (£247.45 + £49.49 VAT) to Running IMP International Sports Limited be signed in payment of invoice no. 121085 for Diamond Jubilee mugs, which in the opinion of the Council is in the interests of the area and its inhabitants and will benefit them in a manner commensurate with the expenditure. (*Local Government Act 1972, s. 137*)
- 12.4 **Internal Audit Fee.** It was **resolved** that cheque number 100590 for £25.00 to David Gee be signed for carrying out the Internal Audit of the Council for the year ending 31 March 2012. (*Local Government Act 1972 s 111.*)
- 12.5 **Monthly Financial Report.** The report for the month ending 31 May 2012 was **received**.
- 12.6 **Transfer between budgets.** It was **agreed** to vire £248 from the Contingency to the Section 137 budget line to cover the cost of the Diamond Jubilee mugs.

- 12.7 **Transfer between budgets.** It was **agreed** to vire £16 from the Section 137 to the Subscriptions budget line, which is where the subscription to Norfolk Rural Community Council should have been placed.
- 12.8 **Transfer between budgets.** It was **agreed** to revise the budget figures by increasing the figure for Section 137 by £100, as this expenditure on the Street Party is fully covered by the credit received from Norfolk County Council.

13 Matters for consideration at next meeting.

- 13.1 Update on Peddars Way developments.
- 13.2 New Code of Conduct.

14 Next meeting. The next meeting of the Council was **confirmed** as **Monday, 16 July 2012**, at **7.30 p.m.** in **Caston Village Hall**.

Confirmed:

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Peter Mills, Chairman

16 July 2012

Scheduled future Meeting dates:

Monday, 20 August 2012*	Monday, 19 November 2012	Monday, 18 February 2013
Monday, 17 September 2012	Monday, 17 December 2012	Monday, 18 March 2013
Monday, 15 October 2012	Monday, 21 January 2013*	

* If needed