

STOW BEDON & BRECKLES PARISH COUNCIL

Minutes of a Meeting of Stow Bedon & Breckles Parish Council on Monday, 15 October 2012 at 7.30 p.m. in Caston Village Hall.

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

- 1 **Apologies for absence.** None.
- 2 **Declarations of interest.** None.
- 3 **Public participation session.** Norfolk County Councillor Ian Monson gave a brief resume of news from County Hall, mentioning the Community Construction Fund, the recently obtained funding for improving broadband access, and Apprenticeships in Norfolk. He undertook to take away the reported issue of a subsiding road outside Spinney Farm in Shropham. He also spoke about the unauthorised developments on Peddars Way, saying that the planning side of this issue was the responsibility of Breckland Council, but that the County was interested in the impact on the highways. He said that NCC would be asking that, if permission were to be given, it should include a Section 106 agreement requiring the developers to ensure that the roads affected would be kept in good repair. The Clerk advised that substantial “repairs” had been undertaken on Peddars Way, but obviously not by NCC, and Mr Monson confirmed that this should not happen. He suggested inviting the Highways Engineer to the next meeting to explain the position.
- 4 **Minutes.** The minutes of the meeting held on Monday, 17 September 2012 were **confirmed** and **signed**.
- 5 **Matters arising.** [7.1, 16 July 2012] **Land adjacent to Gay-Dene, Lower Stow Bedon.** Breckland Council Planning Enforcement reports that an enforcement officer has visited the site, following a complaint about possible change of use. However, they need to investigate/monitor the matter further before they can determine if there is any breach of planning control and/or what action they should take with regard to the matter. They have reported a complaint about noise to the Environmental Health Department.
- 6 **Correspondence.** The following correspondence was **received**:
 - 6.1 Society of Local Council Clerks: Excerpts from *The Clerk* relating to the Code of Conduct and Disclosable Pecuniary Interests. *Clerks & Councils Direct* - September 2012.
 - 6.3 CAF Bank Limited: *A reminder about the Financial Services Compensation Scheme.*
 - 6.4 Breckland Council: *Precept remittance details.*
 - 6.5 Norfolk County Council: *Review of Registration Service Opening Hours - pilot.*
 - 6.6 Breckland Council: *Various emails between the Clerk, Breckland Council and Elizabeth Truss, MP, relating to unauthorised developments at north end of Woodcock Road.*
 - 6.7 Norfolk County Council: *Highway and Community Ranger Visit.*
 - 6.8 Norfolk Association of Local Councils: *Annual General Meeting - Thursday 8 November 2012.*
 - 6.9 Norfolk Association of Local Councils: *Autumn Seminar - Wednesday 7 November 2012.*
 - 6.10 Norfolk County Council: *Looking after Norfolk’s footpaths.*
 - 6.11 Norfolk Constabulary: *Parish/Ward Crime Stats - August 2012.*
 - 6.12 Breckland Council: *Re: Parish Council Elections - Recharges.* The Clerk explained that this would mean that the parish share of all election costs would in future be

passed from Breckland to the parishes. The full cost of an election in Stow Bedon & Breckles is about £1,300. Normally the four-yearly election is split three ways, but any parish by-election cost would fall solely on the Parish. This will need to be included in the budgeting in future.

- 6.13 Barclays Bank Plc: *Community Account Statement* - 30 June - 28 September 2012.
- 6.14 Barclays Bank Plc: *Active Saver Account Statement* - 30 June - 28 September 2012.
- 6.15 CAF Bank: *CAF Gold Account Statement* - 1 October 2012.
- 6.16 Norfolk Association of Local Councils: *Annual Report 2011/12*.
- 6.17 Norfolk Parish Training Partnership: *CiLCA Skills Courses*.
- 6.18 Norfolk Parish Training Partnership: *Initial Training for Clerks and Councillors*.
- 6.19 Norfolk County Council: *Get a helping hand*.
- 6.20 Norfolk Constabulary: *Notice of planned Street Briefings*.

7 **Planning.**

- 7.1 **3PL/2012/0847/F and 3PL/2012/0848/LB: Breckles Gate, Wretham Road, Breckles.** Application and Application for Listed Building Consent for Reinstatement of dwelling following fire damage, internal alterations and two storey rear extension. Notice that these applications have been withdrawn was **received**.
- 7.2 **3PL/2012/0975/F and 3PL/2012/0974/LB: Breckles Gate, Wretham Road, Breckles.** Application and Application for Listed Building Consent for Reinstatement of a listed building following fire damage, side extension to rear porch & internal alterations. It was **resolved** that the Council had no objection, but that it considered the previous withdrawn proposal would have enhanced the property to a greater extent.

8 **Work by HM Prison Service.** The Clerk reported a team of two inmates would be able to clear the overgrown undergrowth from the southern half of the Pingo Trail lay-by on the A1075, cutting back round the telephone kiosk, notice board and cherry tree. They would then clean and re-oil the notice board following the instructions provided by the manufacturer. The outstanding issue was the provision of toilet facilities. It was **agreed** that all that could be offered was the tent and Elsan toilet used for concerts and other events at Breckles church. The Clerk said that if this was acceptable it was possible the work would take place in December.

9 **Unauthorised developments at Watering Farm and Breckles Heath.** The Clerk reported that an Environmental Impact assessment was still awaited for Watering Farm, and that Traditional Norfolk Poultry had still not yet submitted a Planning Application. He had, as requested, written to Elizabeth Truss MP, who had apparently visited the area at the invitation of TNP. She said she had written to Breckland Council, and would pass on their response. The Clerk also said that he had driven past the sites with an officer from NCC Highways, and the damage to Peddars Way is worse than ever. In addition to the tonnes of brick rubble which had been laid on the soft road, they had noticed that a new wire fence had been constructed around the woodland to the south of the TNP development area (also owned by them), liberally adorned with “Keep Out” signs, which incorporated barbed wire strands. It was **agreed** that he should write to Highways asking them to exercise the power they have under the Highways Act 1980, s. 164, and require this to be removed.

10 **Clerk’s Annual performance review.** A report from the Chairman on the outcome of the Clerk’s Annual Performance Review concluding that his work was is fully satisfactory was **confirmed**, and it was **agree** to award an additional Spinal Column Point to take him to SCP17, or £8.747/hour, making an Annual salary of £1,889.35, an increase of £46.63 p.a., to take effect from 20 September, the anniversary of his appointment.

11 **External Auditor’s Report.** The External Auditor’s Report for the year ended 31 March 2012 was **received**. The Clerk pointed out the comment about fixed asset valuations had

resulted from a change in auditing policy, and that he would correct this when the Council next reviewed the Asset Register.

12 Finance.

12.1 **Audit.** It was **resolved** that cheque number 100594 for £60.00 (£50.00 + VAT £10.00) to Mazars LLP be signed, in settlement of Fee Note number 802692-15351, being the fee in connection with external audit work undertaken on behalf of the Audit Commission for the year ended 31 March 2012. (*Local Government Act 1972 s. 111*)

12.2 **Monthly Financial Report.** The report for the month ending 30 September 2012 was **received**.

13 Matters for consideration at next meeting.

13.1 Applying for a grant for a Portaloo.

13.2 Tweeting.

13.3 Budget/Precept 2013/14.

14 Next meeting. The next meeting of the Council was **confirmed** as **Monday, 19 November 2012 at 7.30 p.m. in Caston Village Hall.**

Confirmed:

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Peter Mills, Chairman

19 November 2012

Scheduled future Meeting dates:

Monday, 17 December 2012 Monday, 18 February 2013

Monday, 21 January 2013* Monday, 18 March 2013

* If needed