

# STOW BEDON & BRECKLES PARISH COUNCIL

Minutes of the Annual Meeting of Stow Bedon & Breckles Parish Council on Monday, 20 May 2013 at 8.00 p.m. in Caston Village Hall.

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

*As the previous Annual Parish Meeting overran, the start of this meeting was delayed.*

- 1 **Election of Chairman.** Mr Mills was **elected** Chairman.
- 2 **Chairman's Declaration of Acceptance of Office.** Mr Mills signed the declaration, which was **received**.
- 3 **Election of Vice Chairman.** Mr Childs was **elected** Vice Chairman.
- 4 **Apologies for absence.** It was **resolved** to accept the reasons for absence provided by Mrs Garrod and Mr Pilkington.
- 5 **Declarations of interest.** None.
- 6 **Dispensations.** None.
- 7 **Register of Interests.** The Clerk asked members to review their *Disclosable Pecuniary Interests and Other Registerable Interests* forms and advise him if any revisions were necessary. He said he would also ask Mrs Garrod and Mr Pilkington to do this.
- 8 **Public participation session.**
  - 8.1 **Peddars Way Developments.** District Councillor Phil Cowen said that he had prompted the Breckland planners to discover that Mr Garrod had not actually given instructions for the long promised Environmental Impact Assessment for the unauthorised development at Watering Farm to be initiated. The planning enforcement team had taken this up, and it has now been confirmed that the instructions to proceed have been received by Plandicil. Their estimate of a completion date is still awaited. The Clerk told the meeting that TNP had still taken no action to remove the barbed wire on the fence immediately adjacent to this National Trail. He said that the unauthorised "repairs" to the damage the developers had themselves done to the soft road were very substantial, and of a very poor standard, as the tonnes of rubble incorporated included large quantities of plastic and other rubbish, effectively creating a half-mile long fly-tip. He has no reported this to NCC Highways. Several members of the public expressed the view that Breckland Council was being too weak, and should have stopped the developments dead in their tracks many months ago. Mr Cowen explained that, should a planning inspector then rule that the application should be granted, compensation might be payable, but the public view was that this was well worth the risk in order to send out a clear and strong message that major developments such as these should obtain permission before work commenced.
  - 8.2 **Metal detecting.** The Chairman said he had received an email via the website from a gentleman enquiring about organising a metal detecting weekend on land somewhere in the parish for the benefit of local charities. The Clerk was asked to pass details on to various landowners who might be interested.
- 9 **Minutes.** The minutes of the meeting held on Monday, 15 April 2013 were **confirmed** and **signed**.

## 10 Matters arising.

- 10.1 [10] **Watering Farm and TNP applications.** This item was thoroughly covered under item 8.1 above.
- 10.2 [8, Minutes of 15 October 2012] **Notice Board Restoration.** The Clerk reported that he had met with Michael Rice of HM Prison Service, and discussed the work to be done. Mr Rice could see no problem with providing inmates to clear the undergrowth round the Pingo Trail notice board, and then to clean and protect that and the other three boards in the parish. Toilet facilities would not be necessary, as they would be working so close to the prison, and would be returning there for lunch. It was hoped that the work might be done in about 6 weeks time, but that would be confirmed. It might be necessary for the Council to provide some materials (e.g. bleach) which they do not keep in the prison. Mr Morfoot said that the Breckles Church board was also in a poor state, and the Clerk agreed to ask Mr Rice if they might be able to help with this too.

## 11 Correspondence. The following correspondence was **received**:

- 11.1 Breckland Council: *Payment Remittance advice (Precept)*.
- 11.2 Breckland Council: *Breckland Community Infrastructure Levy - Preliminary Draft Charging Schedule*.
- 11.3 Breckland Council: *Strategic Housing Market Assessment - 2013 Edition*.
- 11.4 Norfolk Constabulary: *Parish/Ward Crime Statistics - 1-31 March 2013*.
- 11.5 Norfolk Constabulary: *Watton Safer Neighbourhood Team Street Briefings*.
- 11.6 Information Commissioner's Office: *Data Protection Act 1998 - Confirmation of Renewal*.
- 11.7 Norfolk County Council: *Wretham - Highway and Community Ranger Visit - 7 June 2013*.
- 11.8 *Clerks & Councils Direct - May 2013*.
- 11.9 Norfolk Association of Local Councils: *Living Happily in The Brecks - 30 May 2013*.
- 11.10 Barclays Bank Plc: *Community Account Statement - 29 March - 30 April 2013*.
- 11.11 Barclays Bank Plc: *Active Saver Account Statement - 29 March - 30 April 2013*.

## 12 **Planning. 3PL/2013/0185/F: Mere Farm Barn, Spring Lane, Stow Bedon.** Single storey front/side extension to create home office/study, kitchen/storage room & garages. Planning Permission dated 15 May 2013 was **received**.

## 13 **Muck Heap 100 Acre Hill.** The Chairman read out the letter received from Mr Peter Chapman in response to the Clerk's chasing letter on behalf of the Council relating to this issue. While the Council accepted some of what Mr Chapman had said relating to the need to stabilise the soil with manure, it could not see how maintaining the heap in one place for so many years met the requirements of the Statutory Instrument requiring heaps to be moved every year and not to return to the same location for two years. The Clerk was asked to write again, pointing this out.

## 14 **Breckles Parish Sign.** Mrs Tanner had contacted Harry Stebbing, who makes signs, and the Clerk had obtained an advisory pack from the Village Sign Society. The potential cost obviously varies depending on the materials used and the design, but around £3,000 seems to be likely. The Clerk has asked Awards for All about the chances of a grant, but this looks unlikely. The Clerk was asked to put information on the website and in *Waylander* seeking volunteers to for a Working Group to make some suggestions, and to circulate the information obtained to date before the next meeting.

## 15 **Recycling Credits.** Notice that the Recycling Credits for the bottle bank for 2012-13 amounted to £113.42 (2011-12: £42.48), an increase of 167%, was **received**. The Clerk pointed out that for the current year changes have been made to the service charge, but the

rental charge has been removed, which should increase the amount we receive. The Clerk was asked to put details on the web site and in *Waylander*.

- 16 Asset Register.** The contents of the Asset Register were **reviewed** and the revised book valuations (to comply with the External Auditor's requirements stated last year) **agreed**, as were the valuations for insurance purposes.
- 17 Report of the Internal Auditor.** The report of the Internal Auditor on the year ended 31 March 2013 was **received**.
- 18 Annual Return.** The Accounting statements and Annual governance statement in the Annual Return for the year ended 31 March 2013, was **approved** and **signed** by the Clerk and the Chairman on behalf of the Council. The Bank Reconciliation and Explanation of variances was **agreed**. The Clerk confirmed that the *Notice of appointment of date for the exercise of electors' rights* would now be posted.
- 19 Internal Auditor.** It was **resolved** that Mr Peter Cotes be reappointed as Internal Auditor for the year 2013-2014.
- 20 Finance.**
- 20.1 **Subscriptions.** It was **resolved** that cheque number 100617 for £28.50 to the Society of Local Council Clerks be signed, being this Council's share of the Clerk's annual subscription for 2013/14. (*Local Government Act 1972 s. 143*)
- 20.2 **Training.** It was **resolved** that cheque number 100617 for £5.63 to Norfolk Association of Local Clerks be signed, being this Council's share of the cost of the Clerk attending the Norfolk Association of Local Councils/Society of Local Council Clerks Joint Summer Conference. (*Local Government Act 1972 s. 111*)
- 20.3 **Monthly Financial Report.** The report for the month ending 30 April 2013 was **received**.
- 21 Matters for consideration at next meeting.** None
- 22 Next meeting.** The next meeting was **confirmed** as **Monday 17 June 2013**, at 7.30 p.m. in **Caston Village Hall**.

**Confirmed:**

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**Peter Mills, Chairman**

17 June 2013

**Scheduled future Meeting dates:**

Monday, 15 July 2013	Monday, 14 October 2013	Monday, 20 January 2014*
Monday, 19 August 2013*	Monday, 18 November 2013	Monday, 17 February 2014
Monday, 16 September 2013	Monday, 16 December 2013	Monday, 17 March 2014

\*If needed