**NEW BUCKENHAM PARISH COUNCIL**

Minutes of a meeting of New Buckenham Parish Council held at New Buckenham Village Hall on Tuesday 10th September 2024.

Present: Paul Martin (PM Vice – Chair / Chair for this meeting), Mary Manning (MM), Mary Dowson (MD), Karen Hobley (KH) and Steve Highton (SH).

Apologies: Andrew Bingham and Don Crossman

Also in attendance: Angela Thornton (AT - Clerk Minutes.) 2 members of the public. Councillor Askew (SA) joined for item 2425/54.

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| **Minute** |  | **Action** |
| 2425/50 | **Absent - A Bingham (AB), D Crossman (DC).** |  |
| 2425/51 | **The Chair agreed to open the meeting with Public Participation.**A young person from the village presented a request for a small skatepark, to include a half pipe to support skateboarders, BMX etc.Councillors broadly supported further investigation, referring the young person to the Village Hall Trust who own the field where the current BMX track is located. |  |
| 2425/52 | **To approve the minutes of the meeting held on 9th July 2024.**Minutes approved. |  |
| 2425/53 | **To record declarations of interest not already recorded in the current Members Register of Interest:** None  |  |
| 2425/54 | **To receive reports of matters arising from June minutes for update and information only.**  |  |
|  | a. Village Gateway – confirmation of design submitted, awaiting date for installation from NCC.  |  |
|  | b. Establishment of community woodland - MM met Mr C Giles who jointly owns land southwest of the footpath on Marsh Lane. He will contact NBPC if this land becomes available. Pending |  |
|  | District and County Cllr. Steve Askew (SA) joined meeting. |  |
| 2425/55 | **District and County Councillor Report.** SA informed the meeting that Kenninghall Pantry will be running the community food and advice van in Old Buckenham in future. SA highlighted the “Trees for Orchards grants.” The closing date is 13th September but NBPC is not currently in a position to apply.KH asked if SA had access to any grants for skate parks if tonight’s request moves forward. SA was unsure but will investigate sources for grants within Breckland Council if New Buckenham Village Hall Trust support the project.SA informed the meeting that the new Norfolk County Council highways contact is Luke Denny. |  |
| 2425/56 | **Chair and Parish Councillors Reports.**KH - historical information was passed to the clerk for archiving.MD - requested succession planning be reconsidered at a future meeting.MM - informed the meeting that the cycle route on old Wymondham Road very overgrown. Councillors requested Highways are asked to cut this back.MM reported gate to public footpath off Marsh Lane is broken. | **AT** |
| 2425/57 | **Public Participation:**See item 2425/51 |  |
| 2425/58 | **Financial Matters:**a. Bank reconciliation for July and August was accepted. |  |
|  | b. Payments September 2024 (below) were approved for processing. Proposed KH. Seconded SH. All agreed.Transfer of £1.5k from Business to Community Account was approved. Proposed MM. Seconded KH. All agreed.In the absence of AB and DC, it was agreed that AT will set up payments and KH will authorise. | **AT KH** |
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| **September Payments** |   |   |   |   |   |   |   |
| **Approval date** | **Invoice date** | **Payment ref.** | **Payee** | **Item** | **Gross**  | **VAT** | **NET** |
| 10/09/2024 | 23/07/2024 | Online payment | New Buckenham Village Hall | Hall Rental Apr-June 2024 | 42.00 |   | 42.00 |
| 10/09/2024 | 11/08/2024 | Online payment | Broadland Trees | Jet wash play area | 504.00 | 84.00 | 420.00 |
| 10/09/2024 | 11/08/2024 | Online payment | Broadland Trees | Cut tree adjacent to Cricket pitch | 336.00 | 56.00 | 280.00 |
| 10/09/2024 | 14/08/2024 | Online payment | Clear Insurance | NBPC Annual insurance | 543.42 |   | 543.42 |
| Paid 10/09/2024 | September | Online payment | Broadland Trees | August Maintenance | 1230.00 | 205.00 | 1025.00 |
| 10/09/2024 | September | Online payment | A Thornton | September salary | 557.90 |   | 557.90 |
| 10/09/2024 | September | Online payment | NCC | September Pension | 168.24 |   | 168.24 |
| 10/09/2024 | September | Online payment | A Thornton | June - August mileage | 30.15 |   | 30.15 |
| 10/09/24 |  | Direct Debit | N Power | Streetlights August Electric | 51.06 | 2.43 | 48.63 |
| 10/09/24 | 23/8/24 | Online payment | HB Services | Annual Churchyard wildflower area strim | 47.00 |  | 47.00 |
| 10/09/24 | September | Direct Debit | WAVE | Water Bill Allotments | 52.26 | 9.70 | 42.56 |
| **TOTALS** |  |  |  |  | **3562.00** | **357.13** | **3204.90** |
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|  | c. Community Project Fund - application received. This will be considered by project fund group in due course.KH requested clerk contact details are amended on website application form. | **AT** |
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| 2425/59 | **To consider planning applications and to receive Breckland District Council’s decisions made on any planning applications received before the meeting:** Application 3PL/2024/0651/LB for a single-story flat roof porch at Pinchpot Chapel Street was consideredNo objections. |  |
| 2425/60 | **To consider any issues raised regarding NBPC amenities as follows:** |  |
|  | a. Grounds Maintenance – nothing to report at this meeting. |  |
|  | b. Closed Churchyard – scything has taken place. |  |
|  | c. Cemetery – hedge line to be considered re pruning. | **AT PM** |
|  | d. Allotments – annual billing to take place, vacant allotments to be allocated. | **AT** |
|  | e. The annual play equipment inspection will be discussed in October meeting when DC is present.AB to seek clarification on newly planted trees. Pending as AB not in attendance. | **DC****AB** |
|  | f. Public Footpaths. High London path, the fence and stile are causing issues for dog walkers. AB to speak to farmer. Ongoing. | **AB** |
|  | g. Community Car Scheme – nothing to report |  |
|  | h. Street Lights – nothing to report |  |
|  | I. Defibrillator – a half yearly review with the Circuit, which administers defibrillators, took place in July. All well.County Broadband who funded the defibrillator, through their Hypercharged Foundation, are providing a plaque to celebrate NBPC as the first recipients of their new grant scheme. |  |
| 2425/61 | **Key Documents for review:** none presented at this meeting |  |
| 2425/62 | **Correspondence received not considered elsewhere on this agenda:**1. Marie Curie email read which requested a donation.KH proposed £50. MD seconded. All agreed.
 | **AT** |

The meeting closed at 20.53pm.

**The next meeting of the Parish Council will take place on Tuesday 8th October at 7.30pm.**