

NEW BUCKENHAM PARISH COUNCIL

Minutes of a meeting of New Buckenham Parish Council at the Village Hall, Moat Lane, New Buckenham on Tuesday 12 June 2018 7.30 -9.30pm

Present: Cllrs Karen Hobley (Chair), Andrew Bingham, Don Crossman, Steve Highton, Mary Manning.

Also in attendance: District Cllr Adrian Joel, Trevor Wenman (Clerk) four members of the public

1819/26 **Apologies:** Apologies were received and accepted from Cllrs Bella Chirodian and Mary Dowson

1819/27 **Minutes:** That the Minutes of the Council Meeting held on 8th May 2018 be approved as a correct record

1819/28 **Matters Arising:** It was noted that the work being carried out at The Forge (minute 18/17 (b) was being done so in consultation with the Listed Buildings officer at Breckland Council.

1819/29 **Declarations of Interest:** There were none

1819/30 **Public Participation: Resolved:** To adjourn the meeting to allow public participation as follows:

a. District Councillor Report

- 12 members of the public had attended the Breckland Council Cabinet meeting in Attleborough that day. Beforehand a Q&A session attracted questions from Old Buckenham, East Harling, Croxton and Attleborough
- A new interim service is to be provided in three Breckland Market towns to provide support to residents applying for Universal Credit when it is rolled out in the District. This would be available in Attleborough Library Mondays (2-5pm) and Thursdays (10am – 2 pm)

b. Parish Councillor Reports

- It was suggested that information about the parish Councillors could be made available in Parish News

c. Parishioners' Comments & Questions

- Concerns were raised at a car habitually parked opposite the pump in Chapel Street
- Installation of street light shields at two sites in the village was still awaited. The Clerk agreed to ensure this was done by the end of the month.

- New residents in Booseys Walk raised issues of inconsiderate parking in front of their property. Whilst accepting that there is no legal right to park on the road in front of their own home, the residents sought the assistance of Councillors in resolving the issue amicably. Cllr Manning agreed to talk to the residents with Cllr Dowson.

1819/31 **Planning:** To consider planning applications and to note the District Council's decisions made on planning applications received before the meeting

(a) New applications:

3PL/2018/0620/HOU Rose Cottage Chapel Street, -Demolish garage & replace with cart shed & store. Demolish outdoor toilet & shed to create new patio area with French doors to existing sitting room. Remove rear lean-to kitchen, bathroom & lobby structure & propose replacement enlarged two storey rear extension with open porch & associated internal alterations

Resolved: That the Parish Council raises no objection to the proposals extension and cart shed/store. However, it is understood that the Planning Officers have discussed with the applicant changes to provide an additional parking space. The Council would expect to be consulted on any modifications to the plans arising from those discussions.

3PL/2018/0494/A & 3PL/2018/0493/LB St Marys Residential Home Market Place, New Buckenham NR16 2AN Erection of 3 non illuminated signs (1 fascia sign, 1 projecting sign & 1 aluminium panel)

Resolved: That the Parish Council raises no objection to this application

(b) Recent decisions: The following decision was noted.

3PL/2018/0296/HOU Single storey side extension

Oak View, Marsh Lane New Buckenham - application approved with conditions.

1819/32 **Financial Matters:**

(a) Financial Report – May 2018

The report of the Clerk was **noted**

(b) **Payments June 2018**

Resolved: that payments for June 2018 be approved as follows:

	Net	VAT	Gross expenditure
11/06/2018			
Norfolk Pension fund	£ 113.08	£ -	113.08
Pension contributions May STO	£ 113.08	£ -	113.08
12/06/2018			
Broadland Tree Services	£ 558.68	£ 111.74	670.42
Grounds Maintenance May 2018 101989	£ 558.68	£ 111.74	670.42
EON	£ 21.58	£ 1.08	22.66
street lights electricity May 2018 DDR	£ 21.58	£ 1.08	22.66
R Canwell	£ 55.00	£ -	55.00
Annual Internal Audit fee 101986	£ 55.00	£ -	55.00
V Baker	£ 230.23	£ -	230.23
Close churchyard planting 101985	£ 230.23	£ -	230.23
The Society of Local Council Clerks	£ 100.00	£ -	100.00
Membership fee 2018/19 101984	£ 100.00	£ -	100.00
Playdale Playgrounds Ltd	£ 195.00	£ 39.00	234.00
Annual Play area inspection fee 101988	£ 195.00	£ 39.00	234.00
28/06/2018			
T Wenman	£ 430.78	£ -	430.78
Salary for June 2018 STO	£ 395.78	£ -	395.78
Office Expenses contribution June STO	£ 35.00	£ -	35.00
Grand Total	1,704.35	151.82	£ 1,856.17

(c) **Annual Internal Audit Report 2017/18**

Resolved: that the Annual Internal Audit Report, prepared by the Council's Internal Auditor, Roger Canwell be approved.

(d) **Annual Governance Statement in the 2017/18 Annual**

Resolved: That the Annual Governance Statement in the Annual Governance and Accountability return 2017/18 be approved and signed by the Chairman and Clerk.

(e) Accounting Statements 2017/18

Resolved: That the Accounting Statements 2017/18 be approved and signed by the Clerk and Chairman as part of the Annual Governance and Accountability return 2017/18

(f) Annual Governance and Accountability Return 2017/18

Resolved: That the Annual Governance and Accountability return 2017/18 be submitted to the Council's External Auditors, subject to further clarification of the treatment of the Neighbourhood Plan grant funding.

(g) New Buckenham Parish Council Final Accounts for 2017/18

Resolved: That the Final Accounts for 2017/18 be approved.

1819/33 Parish Partnership Funding 2019/20

The Council considered and invitation from Norfolk County Council to put forward any projects for Parish Partnership Funding for minor highway works for 2019/20. It was considered that there were unlikely to be any highway works appropriate for funding for New Buckenham in coming year, and that no action should be taken.

1819/34 Neighbourhood Plan

There was nothing further to report at this stage

1819/35 Moat Lane: Pothole repairs

The Council noted a request received from the Village Hall Trust regarding the large pot hole in the road approaching the Hall. It was noted that, Moat Lane is not Village Hall or Highways land, and that it had not proven possible in the past to establish ownership. It was noted that the current pothole, just before the entrance to the village hall is the community - pedestrians, cyclists and vehicles using the hall.

The Trust wondered if the repair work might be "community funded" by the Parish Council, although at present, cost estimates for the work were not available.

Resolved: that consideration of this proposal be deferred pending receipt of estimates for the cost of repairs

1819/36 Two Wheel Tuesday and Bikes speeding through New Buckenham

Cllr Bingham raised the issue of motorcycles speeding through the village, often in significant numbers on the way to and from Old Buckenham for the “Two Wheel Tuesday” events hosted by the Ox and Plough pub in Old Buckenham throughout the summer. No criticism of the event itself was intended, as most “bikers” were considerate and responsible. However, it seemed a minority were being inconsiderate, to the detriment of the residents of the village. Cllr Bingham had spoken to the police and the problems appeared to have eased recently. It was however considered this should be taken up at a higher level.

Resolved: that a letter outlining the Parish Council’s concerns be drafted to the Norfolk Police and Crime Commissioner, to be circulated to councillors for approval.

1819/37 **Amenities**

(a) Cemetery

Cllr Bingham and the Clerk were liaising on the best way to use the topographical survey data

(b) Allotments

The holder of allotment 15 had surrendered the plot with immediate effect. This had now been let to the next person on the waiting list. It was agreed that, as the outgoing tenant had not requested a rent refund, the new tenant could have the plot free of charge until October when the new annual rental would be due.

(c) Closed Churchyard

Councillors considered a letter from the Parochial Church Council raising several issues relating to the maintenance of the closed churchyard. The following points were discussed:

- Concerns at the timing of grass-cutting with regard to weddings and other events.
- The need of a meeting with Parochial Church Council to discuss maintenance issues generally
- It was noted that Mrs and Mrs Baker had been requested to do some gardening work on the formal area of the churchyard, and to plant bedding plants to tidy up the area, using the Clerk’s delegated power to authorise expenditure up to £300. (See payment to V Baker in minute 1819/32 (b))
- It was **resolved** to engage Mr and Mrs Baker (Smart Gardens) to do 5 hours of gardening work each month in the formal area of the Churchyard from June onwards, at a rate of £12 per hour.
- Cllr Bingham had discussed the Council’s requirements with Phil Anderson and agreed what work would be done from now on, with less work on the wildlife area compensate for by improved attention to other areas.

(d) Play area

Cllr Bingham reported that Phil Anderson would be undertaking the agreed power washing of equipment shortly. It had been noted that some people (particularly dog walkers) had been abusing some of the equipment, and that some dog walkers were not clearing up after their dogs. It was considered that some additional signs regarding dog fouling etc might be appropriate. Cllr Hobley agreed to draft some wording for consideration

1819/38 **Projects**

(a) Parish Council Notice Board: The working group had had a productive meeting, discussing the provision of a map for the noticeboard, and covering:

- the use of drone aerial photography,
- producing a map in digital form that could be easily reproduced in the event of fading,
- possible provision of UV filter glass for the notice board panels
- Producing leaflets, based on the map. Leaflets might contain advertising, which it was felt was impractical for the map on the notice board.

1819/39 **Next Meeting:** It was noted that the next Parish Council Meeting would be held on 10th July 2018 at 7.30pm at the Village Hall.