

## **New Buckenham Parish Council**

**MINUTES OF THE MEETING OF** New Buckenham Parish Council held on Tuesday 11<sup>th</sup> October 2016 at 7.30pm in the Village Hall, Moat Lane

Present: Councillors Karen Hobley (Chair), Andrew Bingham, Bella Chirodian, Don Crossman, Mary Manning and Nigel Redfern

In Attendance: Mrs H A Clutten (Clerk), District Councillor A Joel

Absent  
(without apologies) None

Public: 5

The Chair welcomed everyone to the meeting

### **16/148 To consider accepting apologies for absence:**

The Council had received and agreed to accept apologies from Councillor Dowson for reasons known to it.

### **16/149 To approve the Minutes of the Council Meetings held on 13<sup>th</sup> September 2016:**

The draft Minutes of the previous meeting had been circulated. **Council RESOLVED** to approve the Minutes as a true and accurate record of the meeting held on 13<sup>th</sup> September 2016. The Minutes were signed at the end of the meeting by the Chair, Karen Hobley.

### **16/150 To receive reports of matters arising from those Minutes: for update and information only**

- Churchyard Trees – photographs have been sent to Christopher Pearson; document has been placed on church noticeboard for four weeks.
- Still pot holes in Market Place.
- SNAP – police have a good presence in the village.
- The Chair has joined the Community Transport Association and will do the Disclosure checks for the Community Car drivers.
- No news from Highways regarding Tas Valley Sign.
- Allotment letters have been sent out by the Clerk.
- Councillor Chirodian to check footpaths on Breckland Website.

### **16/151 To record Declarations of Interest not covered by the Current Register of Interests:**

None received.

### **16/152 To adjourn the meeting to allow public participation including:**

#### **(a) Parishioners' Comments and Questions**

- Reported footpath sign missing at top end of Cuffer Lane – Councillor Chirodian to look and request a new one.
- Reported that footpath sign missing near St Marys Chapel – NCC to be contacted.
- Reported that footpaths at Tanning Lane are not clear and an electric fence has been positioned on the footpath near the water station.
- Councillor Chirodian agreed to contact NCC re definitive footpaths' map.

#### **(b) Parish Councillors' Reports**

- Councillor Redfern reported that he is moving to the Isle of Skye; he was thanked for all he had done whilst a Parish Councillor.
- Work to trim the low hanging tree in the churchyard is in hand.
- Mrs Newport has reminded the Parish Council to consider the Royal British Legion donation next month.

- There is a parking issue outside St Mary's – the Chair will speak to the PCSO about this. Yellow lines have been requested in the past but the request was not successful.

(c) District Councillor Report

- District Councillor Joel reported that Breckland had refused the Planning Application for the land at Cuffer Lane. The applicant has been advised and there is always the possibility that he might appeal the refusal.
- He thanked all the residents who came to the Local Plan Consultation event in the Village Hall last Wednesday; it was interesting to hear the comments from residents.
- Breckland Council has secured £2.3 million from the Local Enterprise Partnership (LEP) to provide power to Snetterton Health. This will enable Employment Land to be developed which could support high tech business related to the Motor Racing industry.

The meeting recommenced.

**16/153 Planning:**

- (a) There were no planning applications or decisions to report.
- (b) Local Plan Consultation – there was a discussion about whether it was better to keep the development boundary or not as this can make a difference to any increase in housing in the village.

**16/154 Financial Matters:**

**(a) To receive a financial summary report from the Clerk:**

A financial report had been circulated to the Councillors prior to this meeting.

**(b) To approve payments to be made:**

**Council RESOLVED** to authorise the following payments:

Cheque No	Item	Vat £	Gross £
<b>Cheques drawn 11/10/2016</b>			
101853	Mrs H A Clutten expenses plus any additional hours less tax for October 2016	0.00	111.52
101854	Barkers Print and Design, street light surveys	14.40	86.40
101855	Mrs V Highton, Community Car	0.00	50.45
101856	T T Jones Electrical, maintenance, Oct, Nov, Dec	16.24	97.43
101857	New Buckenham Village Hall, room hire	0.00	36.00
101858	Broadland Tree Services September work	92.10	552.60
<b>Total</b>		<b>£122.74</b>	<b>£934.40</b>
<b>SOs/DDRs</b>			
08.10.2016	Mrs H A Clutten, Basic Pay and Office Allowance less tax	0.00	238.74
11.10.2016	E-ON Street Lighting Energy October	3.28	68.96

**(c) To approve new cemetery charges from 1<sup>st</sup> April 2017:**

**Council RESOLVED** to increase all cemetery charges by 6% rounded up to the near £ from 1<sup>st</sup> April 2017.

**(d) To agree the Cricket Club rent for 2017:**

**Council RESOLVED** to increase the Cricket Club rent from £135 to £150 for 2017.

**16/155 Neighbourhood Plan Update:**

There was a discussion about what was the exact meaning of a Parish Council Working Party as opposed to a 'Working Party', effectively the difference being that the Parish Council has to appoint a Working Party and its constituent members and formulate its rules.

**Council RESOLVED** to appoint the Neighbourhood Plan Working Party as a Working Party of New Buckenham Parish Council with the following members:

Charles Oxley  
Don Crossman  
Mary Manning  
Violet Highton  
R St John Cooper  
Janet Trewin

Charles Oxley was advised that if the group wanted to add any other members to the Working Party it would need to come back to the Parish Council for authorisation.

No budget was set for the Working Party at present.

There will soon be a meeting with the Neighbourhood Planning Officer from Breckland Council.

The Parish Council is awaiting details of the survey carried out at the summer fete.

Agreed that a Neighbourhood Plan is an onerous task and that formal terms of reference are needed for the Working Party.

Inconsistencies in the Local Plan consultation document were pointed out.

The Working Party would like to include the Castle and adjacent area; Charles Oxley to consult Old Buckenham Parish Council next week as it is located in Old Buckenham.

Agreed to hold an extraordinary Parish Council meeting before the end of October to formalise a response to the Local Plan consultation.

**16/156 Street Lighting Project Update:**

Councillor Redfern suggested a trial period of going dark at midnight as few people were around in the village at this time of night.

**Council RESOLVED** to accept the results of the Street Light Survey where 70% of respondents wanted some period of lighting in the evenings and that new programmable LED lights should be purchased. Councillor Chirodian to organise an evening for Councillors to go around the village to see which lights should be retained, removed or added.

**16/157 To Consider Repairing the Churchyard Railings:**

Agreed to discuss this item next month.

**16/158 Project Fund Update:**

There are four new applications which will be reviewed and brought to the Parish Council for consideration next month.

The Chair has been organising the purchase of the goals requested in the earlier application.

**16/159 To Consider Play Area Improvements:**

Councillor Crossman has been on holiday and therefore unable to progress the project grant application which is a very long document. Councillors Crossman, Hobley and Manning agreed to meet towards the end of October to progress the grant application.

**16/160 To Consider the Purchase of a New Noticeboard:**

Councillor Chirodian was concerned with the size of the current estimate and suggested that other quotation were obtained. It was agreed the Parish Council could no use any of the information form the design drawn up by Steve Highton. There was a brief discussion about what information was needed, including disabled access. Councillors Crossman and Chirodian agreed to each obtain a further quote.

**16/161 To Consider the Purchase of a Defibrillator:**

The representative of the charity had not attended the meeting as had been agreed. The most suitable locations appeared to be on St Mary's, outside the Village Shop and in the BT telephone box if it was adopted by the Parish Council.

Councillor Chirodian to arrange for someone to come to come to next month's meeting.

**16/162 Correspondence for Circulation:**

SLCC. The Clerk September 2016  
B & C Bus Shelters, leaflets  
Glasdon, leaflet  
Hags, letter and leaflet on play equipment  
Barclays Bank, letter re reduction in interest rates  
Acknowledgement from R J Bartram & Son for the donation in memory of the late Leonard Breeze  
Letter from T T Jones Ltd concerning the recent annual street light inspection – confirms that all the lights are obsolete except the lights outside Hill House and opposite St Mary's Home

**16/163 To Confirm the Date of the Next Parish Council Meeting as 8<sup>th</sup> November 2016 and items for the agenda:**

Meeting date confirmed as 8<sup>th</sup> November 2016.

Items for next agenda:  
British Legion Contribution for Wreath  
Village Christmas Tree  
Allotments  
Play Area Improvements  
Notice Board  
Street Lights  
Neighbourhood Plan  
Defibrillator

**16/164 Proposal to Exclude the Press and Public:**

**Council RESOLVED** to exclude the press and public from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed (Public Bodies (Admission to Meetings) Act 1960 s1).

The Clerk left the meeting.

**16/165 To Agree the Arrangements for Appointing a New Clerk to the Council:**

The Council discussed the way forward for appointing a new Clerk and the various options available.

**Council RESOLVED** to employ Julie King as a temporary Clerk and to arrange to meet with Catherine Ross from Kenninghall.

*There being no further business the meeting closed.*

**Signed Karen Hobley, 8<sup>th</sup> November 2016**