

NEW BUCKENHAM PARISH COUNCIL

Minutes of a meeting of New Buckenham Parish Council held at New Buckenham Village Hall on Tuesday 12th October 2021 7.30-8.55pm

Present: Cllrs Karen Hobleby (Chair) Mary Dowson, Andrew Nettleton

Also in attendance: Trevor Wenman (Clerk), three members of the public

2122/49 Apologies for absence: Cllrs Andrew Bingham, Don Crossman, Steve Highton, Mary Manning.

2122/50 Minutes: Resolved: that the minutes of the Parish Council Meeting held on 14th September 2021 be confirmed as a correct record.

2122/51 Matters Arising

- a. A productive meeting had been held with the new Highways Engineer. Potholes in Cuffer Lane were being investigated and the Marsh Lane resurfacing was now scheduled for January 2022.

2122/52 Declarations of Interest: There were none

2122/53 Public Participation

Resolved: That the meeting be suspended to allow public participation as follows:

a. **Public Comments:**

- i. Gerry Walsh confirmed that the Community Car Scheme was now up and running again and eight journeys had been undertaken recently. All DBS checks had been completed, but we really need some drivers with bigger cars because of the need sometimes to transport wheelchairs.

b. **Parish Councillor reports**

- i. The Chair raised the issue of Footpath 5(New Buckenham) and the bridge to Footpath 4 (Banham). Cllrs Nettleton and Highton were due to meet Barbara Cattermole to discuss.
- ii. The Chair had undertaken a very helpful NALC refresher course on chairing in person meetings.
- iii. The Chair also reported that the Lord Lieutenant's was offering a plaque to each Parish Council in Norfolk to commemorate the community's efforts during the pandemic. An application for a plaque had been made and Information was awaited on when and how it might be presented.

2122/54 Financial Matters:

a. **Financial report to 30th September 2021**

Resolved that the report be noted

b. **Payments for October 2021**

Resolved: That the following payments be approved or noted as appropriate:

| Highlighted payments are standing orders or direct debits for noting only | | | |
|---|-----------------|---------------|-------------------|
| | Net | VAT | Gross expenditure |
| 12-Oct | | | |
| Broadland Tree Services | 632.48 | 126.50 | 758.98 |
| Grounds Maintenance September 2021 | 632.48 | 126.50 | 758.98 |
| EON | 26.64 | 1.33 | 31.11 |
| Street lights electricity September 2021 | 26.64 | 1.33 | 31.11 |
| V Baker | 62.50 | 0.00 | 62.50 |
| Closed churchyard gardening October 2021 | 62.50 | 0.00 | 62.50 |
| Norfolk Association of Local Councils | 40.00 | 8.00 | 48.00 |
| Chairing in-person meetings course | 40.00 | 8.00 | 48.00 |
| TT Jones Electrical Ltd | 20.73 | 4.15 | 24.88 |
| Street lights maintenance October- December 2021 | 20.73 | 4.15 | 24.88 |
| Greystoke Graphics | 138.00 | 0.00 | 138.00 |
| NHP Domain registration and Website hosting | 138.00 | 0.00 | 138.00 |
| Voluntary Norfolk | 120.00 | 24.00 | 144.00 |
| DBS volunteer checks for eight Community Car Scheme Drivers | 120.00 | 24.00 | 144.00 |
| Mark Harrod Ltd | 637.00 | 127.40 | 764.40 |
| Goals for NB Junior Football Club as per Community Project Fund Gra | 637.00 | 127.40 | 764.40 |
| 18-Oct | | | |
| Information Commissioner | 35.00 | 0.00 | 35.00 |
| Data Protection registration fee 2019/20 | 35.00 | 0.00 | 35.00 |
| 28-Oct | | | |
| Norfolk Pension fund | 108.67 | 0.00 | 108.67 |
| October 2021 pension contributions | 108.67 | 0.00 | 108.67 |
| T Wenman | 318.32 | 0.00 | 318.32 |
| Salary for October 2021 (net of tax and pension contribution) | 283.32 | 0.00 | 283.32 |
| Clerk's Office Expenses contribution October 2021 | 35.00 | 0.00 | 35.00 |
| Grand Total | 2,139.34 | 291.38 | 2,433.86 |

2122/55 Planning

a. Planning applications received:

i. 3PL/2021/1291/HOU

Single storey rear extension and Existing detached garage to be replaced with a new timber framed garage, Carodene Cottage Chapel Street

Resolved: that no objections be raised to this application

ii. 3PL/2021/1332/VAR

Removal of Condition No's 6, 7 & 8 on 3PL/2019/0301/F - relating to new access as no longer required
Castle Farm Cuffer Lane

Resolved: that no objections be raised to this application

iii. 3PL/2021/1321/HOU

Proposed Conversion of existing outbuilding to form Guest Annexe.:
Aviary House King Street

It was noted that this application had been withdrawn

b. Planning Decisions:

The following planning approvals were noted:

- i. 3PL/2021/1158/HOU
Retrospective planning permission for the replacement of windows and doors 2 Church Farm Barns Wymondham Road
- ii. 3PL/2021/1045/LB Repair all windows and change the panes of glass to double glazed on the side elevation of the property. NEW
BUCKENHAM: Flint Side Cottage 2 Booseys Walk

2122/56 Neighbourhood Plan

It was noted that Mr Andrew Ashcroft had been appointed as independent examiner for the New Buckenham Neighbourhood Plan.

2122/57 Petition regarding highway verge cutting.

It was noted that a petition had been received by the Chair, asking that highway verges should only be cut for road safety reasons, so as to preserve habitats for wildlife. It was noted that this was a County Council responsibility, and that it was not clear who had organised the petition and therefore who to respond to. It was agreed to make further investigations and find out what the County Council protocol for cutting of verges was.

2122/58 Amenities:

- a. Cemetery. The Clerk reported that following examination of the cemetery records it appeared that there was less free space available in the Cemetery than previously thought and the Council would in the next few years reach the point where it needed to consider closing the cemetery to new burials except for second burials or interment of ashes in existing graves or in vacant plots already reserved. The Clerk agreed to supply Councillors with a detailed analysis of the cemetery records by the end of October.
- b. Allotments.
 - i. Cllr Nettleton, reported that there were two plots that did not appear to have been worked recently. There were currently seven people on the waiting list. The Clerk agreed to write to the tenants of the two plots in question.
 - ii. Invoices would be sent out this month to current allotment holders for the 2021/22 allotment year starting on 1st November 2021. It was agreed to hold the rental at £30 per plot.

2122/59 Exclusion of the Public and Press

Resolved that, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be asked to leave the meeting for the following confidential item

2122/60 Parish Clerk Position

The Council considered the recommendations of the interviewing panel and **Resolved:** To appoint Angela Thornton to the post of Clerk to the Council and Responsible Finance Officer with effect from 9th November 2021

2122/61 Next Meeting. The next Parish Council meeting would be held on Tuesday 9th November 2021 at the Village Hall.

Cllr Karen Hobley Chair