**NEW BUCKENHAM PARISH COUNCIL**

Minutes of a meeting of New Buckenham Parish Council held at New Buckenham Village Hall on Tuesday 13th February 2024.

Present: Karen Hobley (KH Chair), Andrew Bingham (AB Vice Chair), Don Crossman (DC), Mary Dowson (MD), Mary Manning (MM), Paul Martin (PM), Steve Highton (SH) and District and County Councillor Steve Askew (SA).

Also in attendance: Angela Thornton (AT - Clerk Minutes) and 2 parishioners.

2324/79 Apologies for Absence: none.

2324/80 Minutes: The minutes of the Parish Council meeting held on 9th Jauary 2024 were approved.

2324/81 Matters Arising:

a. Village Gateway – Awaiting outcome of Parish Partnership application. Pending

b. County Broadband Wayleave Agreement – with solicitors as issues around easements are yet to be resolved. Pending

c. Establishment of community woodland –1st choice unavailable. 2nd choice not viable. 3rd and 4th choices investigations ongoing. **ACTION - AB**

d. Electric Charging Point – NBVHT will keep NBPC updated on any progress.

e. NBPC email services, new email addresses circulated, operating emails in tandem during transition.

f. Contact number for the grazier is incorrect. AB to investigate. **ACTION – AB**

2324/82 Declarations of Interest: - None were declared.

2324/83 Public Participation:

a.District and County Councillor Report.

SA reported that:

Pooling of water in Church Street has been resolved.

Flooding at Dambrigg, highly unlikely that this will be addressed by Highways, as water recedes quickly, and budgets are stretched.

The outcome of the request to reduce speed along B1113 will be decided in April.

b. Chair and Parish Councillors Report.

None as items covered elsewhere in minutes.

c. Public Participation.

Parishioner requested clarity on Community Woodland. AB clarified NBPC looking for approximately an acre to create a community woodland.

Parishioner raised concern that residents and visitors are parking on public highway specifically Grange Road at the side of Pickwick House and The White Lodge inhibiting traffic. Councillor DC to contact homeowners.

Parishioner presented planning application for his property 9, Church Street and answered councillors` questions.

2324/84 Financial Matters:

a. Bank reconciliation for January was accepted.

b. Community Project Fund: Church may not be able to install contactless payment system due to qualifying criteria. Clarity to be sought as grant may need to be returned to NBPC within the current financial year.

c. Payments for February 2024 (below) were approved.

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Payment Approved Date | Invoice Date | Payment ref. | Payee | ITEM | Gross expenditure | VAT | Net |
| 13/02/2024 | February | Online Payment | Michelle Marsh | Brown Bin Churchyard | 58 |   | 58 |
| 13/02/2024 | February | Online Payment | A Thornton | Clerk/RFO Salary | 557.90 |   | 557.90 |
| 13/02/2024 | February | Online Payment | NCC | Clerk / RFO Pension | 171.19 |   | 171.19 |
| 13/02/2024 | 03/02/2024 | Online Payment | A Thornton | Microsoft Licence 2024-25 | 103.2 |   | 103.2 |
| 13/02/2024 | 03/02/2024 | Direct Debit | npower | Streetlights electricity Jan 2024 | 74.57 | 3.55 | 71.02 |
| 13/02/2024 | 31/01/2024 | Online Payment | A Thornton | NBPC Laptop and set up | 443.99 | 73.99 | 370 |
| 13/02/2024 | 30/01/2024 | Online Payment | A Thornton | Stamps | 6.25 |   | 6.25 |
| Totals |   |   |   |   | 1415.10 | 77.54 | 1337.60 |

2324/85 Planning:

a. Application. 3PL/2024/0094/HOU. No objections.

b. Interim review of Neighbourhood Plan. Councillors discussed and acknowledged that this review collated many village achievements, not just those necessarily initiated by NBPC. Councillors thanked MM for compiling this report. **ACTION - AT** to place on NBPC website.

2324/86 Amenities: To consider any issues raised regarding the following:

a. Grounds Maintenance – Nothing at this meeting.

b. Closed Churchyard – Wooden Compost Bin now relocated to allotments. Brown bin is available.

c. Cemetery – Faculty notice period has now expired **ACTION - AT** to update faculty. A parishioner has requested to do some maintenance on a grave stone which has some damage, AT would investigate. **ACTION - AT**

d. Allotments –

* Plot 5 - try to relet during March.
* Awaiting allotment owners feedback on cleared area usage.
* Councillors considered Tenancy Agreement 3c and Allotment regulation and rule 3. Concluding wording to match removing ambiguity. **ACTION - AT** to ensue both documents state that tenants are NOT to have livestock or poultry of any kind kept on the allotment at any time.

e. Play Area/ Cricket Pitch. Pressure washing of play equipment to take place in the Spring when weather improves. **ACTION – DC**

f. Public Footpaths.

BDC currently refusing the installation of an additional Dog Bin as requested by NBPC but are increasing collections. NBPC to monitor.

AB reported that Footpath 14, High London Farm, access issues are to be logged on Norfolk CC website

g. Community Car Scheme – Clerk reported that Gerry Walsh has completed grant application and is handing over the coordinator`s role on 1st March. NBPC thanked GW for all her work in coordinating the CCS. **ACTION - AT** to change contact to Alice Cattermole 860136

h. Street Lights – Nothing to report at this meeting.

i. Defibrillator – Nothing to report at this meeting.

2324/87 Key Documents for review

Standing Orders reviewed and approved **ACTION - AT** to update on website.

Safeguarding Policy reviewed and approved **ACTION - AT** to update on website

Biodiversity Policy deferred to March meeting **ACTION - AT** to prepare and circulate prior to the meeting.

2324/88 Correspondence.

Footpath to Car Park – discussed previously so no further action.

The Meeting closed at 21:00

**The next meeting of the Parish Council will take place on Tuesday 12th March.**