

## NEW BUCKENHAM PARISH COUNCIL

Minutes of a meeting of New Buckenham Parish Council held at New Buckenham Village Hall on Tuesday 12th July 2022.

**Present:** Karen Hobley (KH Chair) Andrew Nettleton (AN) Mary Manning (MM) and Mary Dowson (MD).

**Also in attendance:** Angela Thornton Clerk (AT) (Minutes) and 2 members of the public.

**Apologies** Andrew Bingham (AB Vice-Chair) Don Crossman (DC) Steve Highton (SH)

**2223/32** The minutes of the Parish Council meeting held on 14<sup>th</sup> June 2022 were confirmed as a true record.

### **2223/33 Matters Arising:**

Marsh Lane – all issues now resolved.

Moat Lane possible BOAT (Byway Open to All Traffic) – no update available from AB; carried forward to the September meeting.

Website access on android tablets - AT thought matter resolved however Charles Oxley is still having difficulties accessing links. AT to reinvestigate, suggestion to try Edge rather than Google Chrome as browser.

**2223/34 Declarations of Interest:** There were none.

### **2223/35 Public Participation:**

- a. District and County Councillor Report – None at this meeting.
- b. Chair and Parish Councillor Reports:
  - (i) Village Gateway - KH has contacted Breckland DC and is awaiting information. KH is progressing the defibrillator comparing different quotations.
  - (ii) MM wished to express her thanks to Steve Askew (District and County Councillor) for resolving the Marsh Lane issues. MM will update on Neighbourhood Plan Item 10.
  - (iii) AN will update on Cemetery Item 8c
- c. Parishioners' Comments & Questions.  
Charles will update on Neighbourhood Plan Item 10 and Mandy will talk on Green Issues Item 12.

### **2223/36 Financial Matters**

- a. The Financial Report for the month of June and 1<sup>st</sup> quarter`s budget monitoring were accepted.
- b. The 5-year electrical inspection and certification was proposed by KH and seconded by MM.
- c. To date only one insurance quote has been received; a second is anticipated. KH proposed and MM seconded expenditure up to £1300 on insurance cover.
- d. Payments for July 2022 as below were approved

Invoice date	Payment reference	Payee	ITEM	Gross expenditure	VAT	Net
30/06/2022	Online 531PL00170 5182107	HMRC	Income tax payments Q1	236.80	0.00	236.80
01/07/2022	Online payment	A Thornton	July pay period (includes tax refund )	701.12	0.00	701.12
17/06/2022	Online Payment	TT Jones Electrical Ltd	Streetlights maintenance July- Sept 2022	25.25	4.21	21.04

23/06/2022	Online Payment Acc 91219758 Sort Code 40-08-53	Barkers Print and Design	Neighbourhood plan publicity printing	267.00	0.00	267.00
03/07/2022	Online	Broadland Tree Services	June Maintenance	796.92	0.00	796.92
29/06/2022	Online	A Thornton	Reimbursement Graveyard rodding WR Partick pad cash on day	300.00		300.00
15/06/2022	Online Payment	TT Jones Electrical Ltd	Full 5-year annual inspection certification	336.00	56.00	280.00
July	online payment	V Baker	Closed churchyard gardening July	67.50	0.00	67.50
06/07/2022	direct debit	N power	June electricity streetlights	33.97	1.62	32.35
07/07/2022	online payment	A Thornton	Reimbursement of Lap top security	49.99	8.33	41.66
July	online payment	NCC	Pension payment July	124.15	0	124.15
July	online payment		NBVH rental April to July 2022	39	0.00	39
July	Online Payment	Greystone Graphics	NBNP Web hosting	183.84		183.84
				<b>3161.54</b>	<b>70.16</b>	<b>3091.38</b>

e. The clerk talked through progress to date on benchmarking the costs of the Parish Council's amenities. A full report will be brought to the September meeting. It was agreed that the Cricket Club's invoice should be issued at an increased rate of £400 for the financial year 2022-23. AT to action.

#### **2223/37 Planning:**

a. The council noted the approval of: REFERENCE: 3PL/2022/0506/LB

Proposal: Demolition of garage/store building, proposed single story kitchen extension and porch plus provision of first floor W.C

Location: New Buckenham: Tudor Rose Cottage.

b. The Council considered and had no objections to:

REFERENCE: 3PL/2022/0487/LB

PROPOSAL: Replacement of all windows on the property

LOCATION: NEW BUCKENHAM: Kings Cottage King Street

APPLICANT: Mr Shaun Senior

**2223/38 Amenities:** The Parish Council considered issues raised as follows:

- a. **Grounds Maintenance:** AT presented the breakdown of current grounds maintenance cost across all areas maintained. AT to prepare specification in preparation for tendering in the Autumn
- b. **Closed Churchyard:** The Quinquennial working group are clarifying works required, obtaining quotes and ensuring the PCC are fully aware of all works to be carried out. CAN have volunteers who are happy to help with some tasks. Meetings with PCC have been postponed and will hopefully take place in August allowing works to commence.
- c. **Cemetery:** AN and AT updated outlining that councillors and the Parish Clerk have manually identified graves agreeing all with the register of burials and exclusive rights reservations. Rodding has taken place to check that reserved plots are usable: this has confirmed that in the New Cemetery there are 2 unallocated unreserved vacant plots and 7 reserved plots which are useable. In the Old Cemetery there are 4 reserved plots that are usable, 3 reserved plots that are unusable due to trees and 4 vacant plots. Reallocation of vacant plots to unusable reserved plots will leave 1 vacant plot. In total we have **3 available vacant plots**.

Over the last 20 years we have averaged 3 burials per year. Thus, by the end of 2023 we may have run out of burial plots. In the Old Cemetery there are approximately 80 burials that are over 100 years old and of these only 4 have any headstones or visual means of identification – these graves are not tended. Legally we can reuse graves over 100 years old. It is recommended that this space is made available for 60 single depth plots. AN proposed KH seconded, all approved. **AT** to manage the requirements to reuse plots.

**Cemetery charges** will be reviewed at the September meeting.

- d. **Allotments:** AT updated there are 2 available untended plots both of which have been offered to all villagers on the waiting list and all have refused and asked to remain on the waiting list. The council was requested to allow an offer of one of these plots to be made to a family who live on the village boundary – all agreed. **AT** to make offer.
- e. **Play area / Cricket pitch:** **AT** to action annual maintenance inspection as last inspection was in May 2021 by Playdale. DC unavailable to update on see saw purchase.
- f. **Public Footpaths:** The Parish Council would like to take Barbara Cattermole up on her kind offer to facilitate a village footpath walk in October. **KH** to seek clarification of date.

**2223/39 Community Car Scheme** - no update at this meeting

**2223/40 Neighbourhood Plan** – Charles Oxley and Mary Manning reported that the Referendum has taken place and 97% of votes were in favour of adopting the Neighbourhood Plan. This will now go to the Breckland Council cabinet for ratification. The results will be displayed on the village notice board. The Neighbourhood Plan working group and Parish Councillors are requested to meet at the Market Cross at 2pm on Wednesday 13<sup>th</sup> July to meet a local journalist.

This is a positive result from the culmination of 5 years` hard work. The plan is available on the NBPC website and hard copies are available from Karen Hobley.

**2223/41 Succession Planning** - not addressed at this meeting as not all councillors in attendance.

**2223/42 Green Issues** – Mandy presented the CAN report highlighting planned activities and how they meet the Neighbourhood Plan. The Parish Council agreed the activities including the planting of 3 trees and summer activities for children including seed bombs, bird and bug boxes. Venues and dates to be confirmed.

CAN will facilitate a village meeting in liaison with Andrew Bingham to discuss, amongst other Green Issues, any possible electric charging points and the viability / enthusiasm for a village electric car.

**The next meeting of the Parish Council will be on Tuesday 12<sup>th</sup> September 2022.**

The Chair thanked all for attending. Meeting closed at 21:35hrs.