

NEW BUCKENHAM PARISH COUNCIL

Minutes of a meeting of New Buckenham Parish Council at the Village Hall, Moat Lane, New Buckenham on Tuesday 11th February 2020 7.30 -8.25pm

Present: Cllrs Karen Hobley (Chair) Andrew Bingham (Vice-Chair), Mary Dowson, Steve Highton, Mary Manning, Paul Martin

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

1920/84 Apologies: were received and accepted from Cllr Crossman and from District and County Councillor Steve Askew

1920/85 Minutes: Resolved that minutes of the Council Meeting held on 20th January 2020 be approved as a correct record.

1920/86 Matters Arising: There were no matters not covered in the agenda

1920/87 Declarations of Interest: Cllr Manning declared an interest in item 9 (rights of way – minute 1920/92 below) as one of the adjoining landowners to be consulted as part of the rights of way adoption process.

1920/88 Public participation: Resolved that the meeting be suspended to enable public participation as follows:

- a. A written report of the District/ County Councillor was noted
- b. Parish Councillor Reports. The sign post to the village hall at the cemetery was rotten. This was understood to be the responsibility of the Village Hall Trust. Cllr Bingham agreed to refer this to the trustees
- c. Parishioners' Comments & Questions: there were none

1920/89 Financial Matters:

- a. **Financial Report. Resolved** That the financial report to 31st January 2020 be noted
- b. **Payments Resolved** That the following payments for February be approved/noted as appropriate:

Payments marked with a cheque number for approval at this meeting			
Payments marked DDR or STO are for information only			
	Net	Gross VAT expenditure	
11/02/2020			
EON	26.64	1.33	27.97
Street lights electricity January 2020 DDR	26.64	1.33	27.97
V Baker	60.00	0.00	60.00
Closed Churchyard Gardening February 102087	60.00	0.00	60.00
28/02/2020			
Norfolk Pension fund	102.11	0.00	102.11
February 2020 pension contributions STO	102.11	0.00	102.11
T Wenman	310.79	0.00	310.79
Salary for February 2020 (net of tax and pension contribution) STO	275.79	0.00	275.79
Clerk's Office Expenses contribution February 2020 STO	35.00	0.00	35.00
Grand Total	499.54	1.33	500.87

c. Clerk's Salary

Following discussion with the Chair and Vice-Chair the Clerk had proposed reducing his regular paid hours to 7.5 hours per week, as this now appeared sufficient to carry out the regular responsibilities the role when viewed over a whole year.

Resolved: That the Clerk's monthly salary be based on an annualised 7.5 hours per week with effect from 1st February 2020

1920/90 Planning. The Council considered the following planning application:

3PL/2020/0041/HOU

Teasel Cottage Chapel Street

Demolition of Existing Conservatory to be replaced with new single storey rear extension with proposed new single storey outbuildings to rear of garden

Resolved: that no objections be raised to this application

1920/91 Notice Board

Options for the third panel of the council notice board were considered. Option 2 was preferred, but with a reduction in the amount of text. It was agreed that revised text should be produced for the April meeting, with a view to agreeing the final version at the May meeting.

1920/92 Rights of Way (public footpaths)

Barbara Cattermole reported that more than enough evidence had now been gathered in support of an application for the inclusion of the informal path linking Marsh Lane and footpath 5 in the Definitive Rights of Way Map for Norfolk.

Resolved:

- a. That the Parish Council make an application under the Wildlife and Countryside Act 1981 for the modification of the Definitive Map and Statement of Public Rights of Way for the County of Norfolk by the addition of the footpath from Marsh Lane to Rights of Way footpaths 5&6; and
- b. That the Clerk liaise with Mrs Cattermole on the completion of the necessary forms, posting of official notices and delivery of the forms and supporting evidence to the Highway Authority.

1920/93 Neighbourhood Plan

It was noted that the closing date for comments on the draft plan was 14th February. A full report on the outcome would be made to the next meeting.

1920/94 Amenities

- a. Cemetery. Cllr Martin had reviewed the situation regarding access to the cemetery and report of a dog defecating on a grave. Whilst this incident was distressing, it appeared at present to be an isolated incident. Because of the multiple access points to the cemetery it was not considered practical to attempt to physically restrict access. This could be reviewed if further instances occurred.
- b. Grounds Maintenance. Phil Anderson had agreed to roll forward the current contract for grounds maintenance to 2020, subject to an inflation increase. Whilst there is no legal requirement for the Council to go out to tender, it was agreed that the contract should be reviewed in September.

1920/95 Items for next meeting

- (a) Play area (options for new equipment to spend s.106 monies on)
- (b) Closed Churchyard (discussion on the wildlife management plan, and on the establishment of policy on the planting of memorial trees etc.)

The next meeting will take place on Tuesday 10th March 2020 at 7.30pm

Cllr Karen Hobley

Chair