

NEW BUCKENHAM PARISH COUNCIL

Minutes of a meeting of New Buckenham Parish Council at the Village Hall, Moat Lane, New Buckenham on Tuesday 13th November 2018 7.30 -9.15pm

Present: Cllrs Karen Hobley (Chair), Andrew Bingham, Bella Chirodian, Don Crossman, Mary Dowson, Mary Manning

Also in attendance: District Councillor Adrian Joel, Trevor Wenman (Clerk), Four members of the public

1819/72 **Apologies** were received and accepted from Cllr Steve Highton

1819/73 **Minutes. Resolved** That the minutes of the Council Meeting held on 9th October 2018 be confirmed as a correct record

1819/74 **Matters Arising:**

a. Minute 1819/67

- The Clerk had yet to contact Highways regarding the overhanging trees in Marsh Lane.

1819/75 **Declarations of Interest:** There were none to report

1819/76 **Public Participation**

Resolved To adjourn the meeting to allow public participation as follows:

(a) Parishioners' Comments & Questions

- Mr and Mrs Winser had written to the Council thanking them for their assistance in negotiating the placement of the family memorial in the Church Yard. The Chair thanked them for their kind words.

(b) District Councillor Report: District Councillor Joel reported that the Local Plan was now with the inspector.

(c) County Councillor Report: County Councillor Askew was not able to attend the meeting. However, the Clerk reported that the Highways department had jetted the drains in the vicinity of the flooding at the junction of Marsh Lane and King Street reported at an earlier meeting

1819/77 **Financial Matters**

(a) The **Bank Reconciliation** to the end of October 2018 was noted

(b) **Payments. Resolved** That the following payments for November 2018 be approved:

	Net	VAT	Gross expenditure
10/11/2018			
Norfolk Pension fund	117.11	0.00	117.11
October pension contributions STO	117.11	0.00	117.11
12/11/2018			
EON	21.58	1.08	22.66
street lights electricity October 2018 DDR	21.58	1.08	22.66
13/11/2018			
Broadland Tree Services	858.68	171.74	1,030.42
Grounds Maintenance October 2019 102009	558.68	111.74	670.42
Extra work wildlife area, September 102009	300.00	60.00	360.00
T Wenman	16.20	0.00	16.20
Travelling expenses July- September 102011	16.20	0.00	16.20
V Baker	60.00	0.00	60.00
Closed churchyard gardening October 102010	60.00	0.00	60.00
V Highton	100.39	0.00	100.39
Community car scheme - NBPC contribution April- September 2018 102013	100.39	0.00	100.39
Richard Hoggett Heritage	1,200.00	0.00	1,200.00
Neighbourhood Plan Landscape and Heritage assessment 102008	1,200.00	0.00	1,200.00
The Ecology Consultancy	1,540.00	308.00	1,848.00
Neighbourhood Plan Ecological Report etc 102012	1,540.00	308.00	1,848.00
28/11/2018			
T Wenman	437.46	0.00	437.46
Clerk's Office Expenses contribution October 2018 STO	35.00	0.00	35.00
Salary for November 2018 STO	402.46	0.00	402.46
Grand Total	4,351.42	480.82	4,832.24

(c) **NCC Budget Consultation** A letter regarding the Norfolk County Council budget consultation for 2019/20 was noted.

(d) **Precept 2019/20** It was noted that precepts for 2019/20 need to be submitted to Breckland DC by 31 January 2019, and that a final budget would need to be approved at the 9 January 2019. The Clerk would provide an initial draft budget for consideration at the 11 December meeting.

(e) **Election Costs – May 2019** The Council noted the need to budget for the costs of the Parish Council Election in May 2019, and the guidance received from Breckland Council for the likely level of costs.

1819/78 **Community Project Fund Grants**

a. **Grant Application – New Buckenham Silver Band**

The Council received a report from the Project Fund Group recommending approval of an application for further grant from the New Buckenham Silver Band for three items:

- 29 new music stands;
- An additional all seasons gazebo; and
- A conductors music stand.

Resolved: That the grant application be approved for the purchase of the total stated, for a total sum of up to £1,650+VAT, on the basis that the Parish Council would pay the invoice and reclaim the VAT.

b. **Review of the Grant Scheme.** The Project Fund Group had also carried out a review of the Grant Scheme and proposed amendments to the scheme and application form to simplify the process. Following some discussion it was decided to defer this to the next meeting to allow Councillors to familiarise themselves with the changes and to clarify the issue of whether individuals should be able to apply for a grant under the scheme.

1819/79 **Planning**

No planning applications or notifications of planning decisions had been received since the last meeting

1819/80 **Neighbourhood Plan**

Cllr Manning reported on recent developments, including the proposal for a workshop with the Parish Council to discuss the next stage of the process, which would involve producing a pre-submission plan with draft policies.

1819/81 **Highways Issues**

Councillors considered an email from a resident regarding parking in the market place and speeding in the village generally. Cllrs Manning and Dowson agree to raise these issues at the next SNAP meeting.

1819/82 **Dog Control**

Councillors considered the situation regarding control of dogs in the village. It was noted that control of dogs was a District Council function, and that any concerns should be passed to the dog warden service provided by Breckland Council. The Parish Council and Councillors have no legal powers or responsibilities in this area.

1819/83 **Amenities**

To receive updates (where available) on the following:

(a) **Cemetery.** Nothing to report

(b) **Allotments:**

- **Vacant Allotments** One new resident had expressed an interest in taking on Allotment 16. However, it was agreed that they should be given the option of instead taking on Allotment 11 which had recently been surrendered, as Allotment 16 is a much harder plot to work.
- **Allotment 11.** Questions were also raised about the shed and fencing installed at Allotment 11, which was not strictly permitted by the tenancy agreement. Cllr Crossman agreed to investigate and report back.
- **Boundary Fence.** This was in need of substantial repair. The Clerk agreed to seek quotations for this work.

(c) Closed Churchyard

It was noted that planning consent needs to be sought for any works to the Yew Tree in the Closed Churchyard discussed at the previous meeting.

(d) Play area. The Deposit had been paid and a date was awaited for Playdale to attend and carry out the remedial works.

(e) Cricket Pitch. Nothing to report

(f) Grounds Maintenance – Broadland Tree Services had provided further information regarding the additional maintenance costs associated with the new wildlife management regime at the closed churchyard, which the Council accepted and agreed to the payment of an additional sum of £300 plus VAT (as authorised at minute 1819/77 (b) above), and to incorporate into the budget going forward.

1819/84 **Projects**

(a) Parish Council Notice Board

The working party were currently waiting on some wording to be provided by Mr Hoggett

(b) Community Car Scheme. Violet Highton reported there was a possible new driver available.

1819/85 **Date of next meeting**

The next meeting of the Council will be held on Tuesday 11 December 2018

Cllr Karen Hobley

Chair

DRAFT