

## New Buckenham Parish Council

**Draft MINUTES OF THE MEETING OF** New Buckenham Parish Council held on Wednesday  
16<sup>th</sup> February 2016 at 7.30pm in the Village Hall, Moat Lane

Present: Councillors Karen Hobley (Chair), Andrew Bingham, Don Crossman, Susan Felton and Nigel Redfern

In Attendance: Mrs H A Clutten (Clerk), District Councillor A Joel

Absent  
(without apologies) None

Public: 45

The Chair welcomed everyone to the meeting.

16/16 To consider accepting apologies for absence:

**Council RESOLVED** to accept apologies from Councillors Chirodian & Dowson for reasons known to it.

16/17 To approve the Minutes of the Council Meeting held on 20<sup>th</sup> January 2016:

The draft Minutes of the previous meeting had been circulated. **Council RESOLVED** to approve the Minutes as a true and accurate record of the meeting held on 20<sup>th</sup> January 2016 subject to an amendment on Page 3, item 16/13, where in the first line the word 'contract' was altered to 'contact'. The Minutes were signed at the end of the meeting by the Chair, Karen Hobley.

16/18 To receive reports of matters arising from those Minutes: for update and information only:

There is still concern about Church Farm being unoccupied. District Councillor Joel suggested that the Council puts its concerns in writing to Gordon Partridge, the Environmental Services Manager at Breckland Council who has responsibility for vacant properties in Breckland – agreed that the Clerk should send a letter.

It was confirmed by the Clerk that the caravans at Carleton Rode have planning permission and that she had reported the state of Bent Lane to Norfolk County Council.

Details of the Project Fund have been put in the Parish News

16/19 To record Declarations of Interest not covered by the Current Register of Interests:

None reported.

16/20 To adjourn the meeting to allow public participation including:

**(a) Parishioners' Comments & Questions:**

Councillor Bingham outlined the two separate housing issues that had attracted the large attendance at the Parish Council meeting tonight. Certain information had been circulated around the village causing some confusion between the issue of the emerging Local Plan and the subsequent developments from the results of the Housing Needs Survey carried out some time ago by Breckland Council.

The Local Plan period of consultation ends on 22<sup>nd</sup> February 2016, after the consultation results are analysed there will be a further period of consultation. Two parcels of land in New Buckenham have been offered for housing but both have been discounted by Breckland Council as they are outside the parish development boundary and the fact that New Buckenham does not have the infrastructure to support large scale housing development.

The Housing Needs Survey had been carried out due to comments made at the time of the sale of the Town Houses was considered as some residents had voiced the opinion that this would lead to the loss of some affordable housing in the village.

Issues raised by members of the public:

What are the facts in relation to these two housing issues?

Will the development of a limited amount of affordable housing outside the development boundary merely open the doors to further housing development?

What will be the effect of the new Housing Bill, currently going through Parliament, on the building of affordable housing in the future and Housing Associations?

If the development boundary is broken once for 5 units of affordable housing will this happen again?

Strong opposition to the possible site on Tanning Lane was voiced.

How can the village be sure that the affordable housing will actually go to residents of New Buckenham?

Is the garage site within the development boundary a possible option if residents got together to buy the site?

Will affordable housing devalue the houses in closest proximity to them?

Should the whole village be allowed to participate in making a decision about building affordable housing?

Could the proceeds of the Town Houses be used towards the cost of buying land within the development boundary instead of buying cheaper land on the fringe of the village?

What are the likely traffic issues if more houses are built when some streets of the village are already very busy with traffic movements?

A representative of the New Buckenham Society reported that the Society was arranging an open meeting in the village on Saturday 19<sup>th</sup> March to discuss the affordable housing issue and to consider if other issues relating to the village should be discussed and brought forward to the Parish Council. It was hoped that members of the Parish Council would attend this meeting which is to be chaired by the President of CPRE Norfolk.

**(a) District Councillor's Report:**

The Local Plan current consultation period ends on 22<sup>nd</sup> February 2016 then there will be a further consultation in the spring. A Pre Submission Document will be out for consultation in summer 2016.

Residents in Breckland are to be reminded of the importance of leaving recycling loose in their bins at home rather than putting items in bags as this causes problems at the recycling facilities – this is referred to as the “leaving it loose” initiative.

**(b) Parish Councillor Reports:**

The Chair has had a request for a plot in the Cemetery at the end next to the allotments – Clerk to investigate and advise Chair.

The Council Meeting resumed.

16/21 Planning:

a) Planning permission has been granted by Breckland Council for the development at Ivy House.

b) Local Plan Consultation

The Council consider the sections relating to New Buckenham in the Local Plan documents. **Council RESOLVED** that the settlement boundary for the village should remain as set out in the Local Plan documents. The Clerk was asked to make known to Breckland Council the Parish Council's decision within the specified time limit.

The planning permission for Ivy House was added to this month's correspondence folder.

16/22 To receive a financial summary report from the Clerk and to authorise the payment of invoice received:

There was no financial report from the Clerk as there were no new financial issues to report.

**Council RESOLVED** to authorise the following payments:

Cheque No	Item	Vat £	Gross £
<b>Cheques drawn 16/02/2016</b>			
101817	Mrs H A Clutten expenses plus any additional hours less tax	0.00	104.17
101818	Mrs Highton, Community Car July - Dec 2015 including refund from Breckland Council	0.00	177.23
	<b>Total</b>	<b>£0.00</b>	<b>£281.40</b>

**For information: payments by DDR /SO**

08.02.2016	Mrs H A Clutten, Basic Pay and Office Allowance less tax	0.00	238.74
11.02.2016	E-ON Street Lighting February 2016 Energy	2.92	61.36

16/23 To consider to op in or op out of the new external audit arrangements for Smaller Local Authorities:

**Council RESOLVED** to opt in to the new external audit arrangements for Smaller Authorities for a period of five years from 1<sup>st</sup> April 2017 as there would be automatic access to audit facilities if there should be an elector challenge to the accounts or a limited assurance audit review was required.

16/24 To agree an updated risk assessment for 2015/16:

The Clerk had circulated an updated risk assessment to take into account the revised general and financial standing orders agreed recently by the Council. **Council RESOLVED** to approve the revised Risk Assessment.

16/25 Parking on King Street:

It was reported that a disabled lady in a wheelchair had had to venture out into the road as there was insufficient room to pass a car parked partly on the pavement in King Street. Councillor Redfern was asked to report this parking issue to the next SNAP meeting and to the PCSO who would be present at that meeting.

16/26 Notice Board - update:

Councillor Bingham reported that some progress had been made in that he had found someone who could make a notice board. There might be an issue about installing the new notice board on the Village Green as the High Bailiff's Trust is concerned with parking and other issues involving the Village Green; it is becoming cluttered. It was agreed to defer this issue to another meeting and to have a rethink on where to position the notice board.

16/27 Housing Needs Survey – update plus a letter from E Routledge about the use of the Town House sale proceeds:

The Chair read out the letter that she had received from Mrs Routledge.

The current position is that the Clerk is in the process of agreeing a date with Saffron Housing on which they can come and discuss the issues and possible sites with the Parish Council; this will be part of a formal Parish Council Meeting.

16/28 Play Area – Consideration of Grants:

Council agreed to defer this until next month as Councillor Chirodian would then be present. Councillor Joel pointed out that some funding was available from Breckland Council; there are some details on the Breckland Website.

16/29 Cemetery – complaints about dogs and dog fouling:

There had been an issue concerning the exercising of a dog in the cemetery and also some dog fouling; it was believed that Councillor Chirodian had identified the owner of the dog being exercised and intended to have to talk to him/her about it.

16/30 Street Lighting Project – update on arrangements for exhibition and survey:

Councillor Redfern advised that he had been unable to progress the project due to work and holiday commitments; he will make a report to the next meeting.

16/31 Consideration of a Defibrillator for the village:

The possible issues were discussed but overall it was decided that this matter should be investigated further.

16/32 To receive items of correspondence:

Glasdon, Focus on Local Councils brochure  
Glasdon, Gateway brochure  
Norfolk County Council, NHS Health Checks Campaign, letter with poster for notice board – poster taken by chair for notice board  
Information from Norfolk ALC  
Breckland Planning Permission for Ivy House

16/33 To confirm the date of the next Parish Council Meeting:

Date of next meeting confirmed as 8<sup>th</sup> March 2016. Items for the agenda will include:

Possible attendance of Saffron Housing Association  
Play Area  
Street Lighting  
Defibrillator  
Notice Board  
Speed Awareness including speeding in Chapel Street  
Parking in King's Street

16/34 A proposal to exclude the press and public from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed (Public Bodies (Admission to Meetings) Act 1960 s1)

**Council RESOLVED** to exclude the press and public from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed (Public Bodies (Admission to Meetings) Act 1960 s1)

The members of the public and the District Councillor left the meeting.

16/35 Planning for improving car parking and barriers on the Common – consideration of quotations for work:

Despite exhaustive enquiries and numerous requests it had only been possible to obtain two quotations for the work; these had been circulated to Councillors before the meeting for their consideration.

After discussing the two quotations **Council RESOLVED** to accept the quotation from Broadland Tree Services in the sum of £1,980 excluding VAT. Councillor Crossman agreed to advise Broadland Tree Services that its quotation had been accepted.

There being no further business the meeting closed at 9.42.