

## NEW BUCKENHAM PARISH COUNCIL

Minutes of a meeting of New Buckenham Parish Council held at New Buckenham Village Hall on Tuesday 14th June 2022.

**Present:** Karen Hobley (KH Chair) Andrew Bingham (AB Vice-Chair) Mary Manning (MM), Don Crossman (DC) and Steve Highton (SH)

**Also in attendance:** Angela Thornton Clerk (Minutes)

**Apologies** Andrew Nettleton (AN) and Mary Dowson (MD).

**2223/21** The minutes of the Parish Council meeting held on 10<sup>th</sup> May 2022 were confirmed as a true record

### **2223/22 Matters Arising:**

Marsh Lane - Steve Askew (District and County Councillor) has reported the road is complete. MM to recontact SA regarding the "bollard" issues as there were still problems.

*19:40 hrs AB left the meeting for personal reasons.*

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

Village Gateway – no update available from AB; carried forward to next meeting.

Website access on android tablets - AT brought her tablet to the meeting and access seemed fine.

Defibrillator – The King`s Head manager has kindly agreed that this be located on the exterior wall of the public house. The council unanimously agreed to progress the purchase of the most suitable defibrillator. **KH** to progress.

**2223/23 Declarations of Interest:** There were none. **Councillors** are reminded to forward updated declarations of Interest to AT by month end.

### **2223/24 Public Participation:**

- a. District and County Councillor Report – None at this meeting.
- b. Chair and Parish Councillor Reports:
  - (i) The Chair and all the Parish Council wished to minute a huge expression of thanks to Mandy, her team and all other volunteers for facilitating the wonderful Jubilee events held in the village. **AT** to formally write a letter of thanks to Mandy.
  - (ii) MM raised the issue of the toddler playground gate not closing. **DC** to check and address any work required.
- c. Parishioners' Comments & Questions. None at this meeting

### **2223/25 Financial Matters**

- a. The Financial report for the month ending May 2022 was accepted.
- b. ATT care request for funding was considered. KH proposed £200 DC seconded all agreed. **AT** to add to payments for June 2022.
- c. Payments for June 2022 as below were approved with the addition of: ATT Care £200, Wave - water for allotments (March to June £46.93 Direct Debit), and R Canwell £60 for internal audit.
- d. The Annual Internal Audit Report 2021/22 was read by the chair and approved by all.
- e. The Annual Governance Statement in the 2021/22 Annual Return was read out point by point and all present approved.
- f. The Accounting Statements in the 2021/22 Annual Return was considered by all present and all approved.
- g. The chair and clerk signed off the 2021/22 Annual Return with approval of all present.
- h. The Accounts for 2021/22 were considered, the high income was explained as two years Tax claims rather than the anticipated one. All present accepted and approved.

June Payments approved (2223/25c)

Invoice Date	Payment reference	Payee	ITEM	Gross expenditure	VAT	Net
21/05/2022	Jubilee S137	NBVH	Village Hall Rental for Jubilee	248.25	0.00	248.25
04/06/2022	Jubilee S137	A11 Medical Services Ltd	Medical cover insurance Jubilee celebrations	120.00	0.00	120.00
14/06/2022	online payment	A Thornton	June salary	353.12	0.00	353.12
07/06/2022	direct debit	n power	May electricity street lights	38.08	1.81	36.27
13/05/2022	Jubilee S137 online payment	M Hartley	Jubilee items	147.16	0.00	147.16
15/05/2022	Jubilee S137 online payment	M Hartley	Jubilee decorations	85.91	0.00	85.91
08/06/2022	online payment	Barkers printing	Neighbourhood plan publicity printing	250.00	0.00	250.00
28/06/2022	online payment	NCC	Pension payment June	124.15	0.00	124.15
08/06/2022	online payment	A Thornton	mileage expenses	40.95	0.00	40.95
01/06/2022	online payment	Broadland Tree Services	Monthly maintenance May	796.92	132.82	664.10
01/06/2022	online payment	V Baker	Closed churchyard gardening June	67.50	0.00	67.50

**2223/26 Planning:**

The council considered the below applications:

**a. 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

On behalf of NBPC **AT** to lodge concern to Breckland D.C. that any development must not reduce the size or access to the 2 parking spaces within the curtilage of this property.

**b. REFERENCE TRE/2022/0110/TPO and TRE/2022/0108/TCA**

Tree works at Alms Houses Castle Hill and the area behind New Buckenham Public Telephone 21m from Wisteria House.

No objections.

**c. REFERENCE: 3PL/2022/0646/LB**

**PROPOSAL:** Replacement of the front door.

**LOCATION:** NEW BUCKENHAM: Cobwebs, Booseys Walk

APPLICANT: Ms Johanna Cooke

No objections

d. REFERENCE: 3PL/2022/0660/HOU

PROPOSAL: Alterations and extension of existing two storey dwelling, to provide new single storey Dining/Living Room to rear, and conversion of existing linked garage to provide ground floor sleeping accommodation with new shower room. Removal and replacement of existing upvc casement windows

LOCATION: NEW BUCKENHAM: Ham House, Booseys Walk

APPLICANT: Ms Lolita Lockwood

No objections

**2223/27 Amenities:** To council considered issues raised as follows:

- a. Grounds Maintenance- **AT** to ensure future accounting records break down of the costs across the different areas maintained.
- b. Closed Churchyard: **AB** has obtained a quotation for handrail and steps. Approval to be submitted via PCC to the Diocese. **Quinquennial report working group** to meet shortly and action
- c. Cemetery: **AN** and **AT** have revisited the old and new cemeteries. **AN** had recontacted person who is carrying out rodding, he has no availability before the end June. Approval for the "rodding" of 24 plots was proposed by **KH** and seconded by **DC**. All approved. **AN** to arrange rodding asap. **AT** to prepare a review of costings report for July meeting
- d. Allotments - currently plot 14 is vacant to be re offered this week. **AT** to prepare a review of costings report for July meeting.
- e. Play Area/ Cricket Pitch. Play area, **DC** progressing quotes for See Saw. Cricket Pitch. **AT** to prepare a review of costings report for July meeting.
- f. Public Footpaths-The chair reported that Barbara Cattermole has offered a familiarisation of village footpaths walk in September or October. The council would like to take **BC** up on this offer. **KH** to seek clarification of date.

**2223/28 Community Car Scheme** - no update at this meeting

**2223/29 Neighbourhood Plan** – **MM** reported that the Referendum is taking place on 7<sup>th</sup> July run by Breckland District Council. The Polling Station is to be the Village Hall.

The Neighbourhood Plan working group will commence an awareness campaign from 28<sup>th</sup> June, utilising Facebook, Parish News and every letterbox in New Buckenham will be leafleted. Hard copies of the plan will be made available. This is the culmination of 4 years` work. **MM** suggested that any remaining funds could be used for village gateway / green issues identified in the Neighbourhood Plan if adopted.

**2223/30 Succession Planning** - not addressed at this meeting as not all councillors in attendance.

**2223/31 Green Issues** - not addressed in this meeting as **CAN** not in attendance.

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

The Chair thanked all for attending. Meeting closed at 21:15hrs.

Agenda Items for July meeting:

- Updates on BOAT, Village Gateway, Defibrillator
- Succession planning
- Green issues
- Review of amenities costs (cemetery, allotments, cricket pitch)