

## New Buckenham Parish Council

**Draft MINUTES OF THE MEETING OF** New Buckenham Parish Council held  
on Tuesday 14<sup>th</sup> June 2016 at 7.30pm in the Village Hall, Moat Lane

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

In Attendance: Mrs H A Clutten (Clerk), Councillor Adrian Joel (Breckland Council), Sam Watts (Saffron Housing Association)

Absent  
(without apologies) None

Public: 36

The Chair welcomed everyone to the meeting

16/92 To consider accepting apologies for absence:

None

16/93 To approve the Minutes of the Council Meeting held on 10<sup>th</sup> May 2016:

The draft Minutes of the previous meeting had been circulated. It was agreed to add the following to Minute 16/81 "It was mentioned by Mr Stimpson that a small section of hedge would be applied for to be removed.", following this amendment **Council RESOLVED** to approve the Minutes as a true and accurate record of the meeting held on 10<sup>th</sup> May 2016. The Minutes were signed at the end of the meeting by the Chair, Karen Hobley.

16/94 To receive reports of matters arising from those Minutes: for update and information only:

Councillor Dowson was thanked for doing the précis of the May Minutes for the Parish Magazine.

The Clerk has reported the TAS Valley sign issue to Norfolk County Council.

Councillor Crossman has taken over the management of the Play Area improvements. A representative from Playdale is coming next Friday to discuss the new equipment and will also look at the lock issue on the Toddler Area.

Councillor Bingham (Vice Chair) will take the Chair for the items regarding the land off Cuffer Lane/St Martin's Gardens as the Chair has a pecuniary interest which is already registered with Breckland Council.

16/95 To record Declarations of Interest not covered by the current Register of Interests:

None

16/96 To adjourn the meeting to allow public participation including:

(a) To Receive a Report from Saffron Housing

Mr Sam Watts from Saffron Housing apologised for not attending last month's Parish Council Meeting then went on to outline Saffron Housing's Appraisal of the two possible sites for a low cost housing development - off Tanning Lane and off Cuffer Lane/St Martin's Gardens.

The site off Cuffer Lane/St Martin's Gardens is the preferred option as there might be legal difficulties with the access to the Tanning Lane site; also there was no wish to compromise the integrity of the village and its listed buildings.

Mr Watts was asked to explain the following:

- Exception sites
- The effect of the Housing Act 2016

## (b) Parishioners Comments and Questions

Matters raised:

- Were the results of the Housing Needs Survey still accurate after the passage of two years?
- Could Breckland be approached to carry out a new survey?
- Could a possible new survey be made clearer and 'smarter' so as to encourage a higher response rate?
- What happens if there is a change in a tenant's circumstances which might render him/her ineligible to continue renting a property?
- Would Saffron Housing take into account the heritage aspects of the environment in New Buckenham?
- Who would build the houses?
- Would Saffron Housing be prepared to consider sites inside the development boundary?

Mr Watts further clarified the Tanning Lane site saying that it would need about £60,000 spent on it in terms of clearing the site and upgrading the access; this would have the effect of adding £12,000 to the cost of each property. Mr Watts said that he is available if any further information is needed and then left the meeting.

- Residents expressed concern about the Planning Application for the site off Cuffer Lane/St Martin's Gardens which is to be discussed by the Parish Council later in this meeting. There was an overall feeling that this application should be rejected.
- Should the provision of low cost housing be put to one side whilst a Neighbourhood Plan is compiled?
- What would be the effect of breaking the village development boundary with low cost housing, would this open the floodgates to more housing being built?

It was requested that the Neighbourhood Plan be on next month's agenda and then regularly thereafter.

District Councillor Joel made the following comments about the Cuffer Lane/St Martin's Gardens Planning Application:

- The site is in the wrong place from an historical perspective and Cuffer Lane is too narrow.
- Residents should make sure to register their comments about this application on the Breckland Council website and can ask for their comments to remain anonymous.
- The Parish Council should ensure that it sends a representative to the Breckland Planning Committee meeting when this application is discussed.
- The reasons for objecting to this application must be planning reasons such as poor drainage, breaking of the development boundary and the effect the properties will have on the historical vista of the village particularly the Church and Castle.

## (c) District Councillor's Report

District Councillor Joel reported that at Breckland's Annual Meeting on 12 May 2016, Councillor Bill Borrett was elected Chairman of the Council.

Over 1,400 people have signed up for garden waste bins via the new Breckland website.

Should New Buckenham decide to move forward with a Neighbourhood Plan, Breckland Council will help with advice and will match fund the Government Locality Funding by upto £9,000. Breckland Council will also fund the final Referendum and the Inspectorate.

## (d) Parish Councillors' Reports

Councillor Redfern reported (re SNAP) that it was unlikely that an unmanned police car would be available to deter speeding in certain areas of the village.

Councillor Felton reported that she was going to live in Spain and that with effect from 15<sup>th</sup> June 2016 she was resigning from the Parish Council; she was thanked for her work for the Council by the Chair.

Council Meeting resumed.

16/97 Planning:

- (a) King' Head extension – the Council had no objections.
- (b) Pickwick House amendment – the Council wished to object to the lack of adequate parking as it had done in respect of the original application.

The Vice Chair took the Chair for the next item.

- (c) Land Off Cuffer Lane/St Martin's Gardens:

The following is a summary of the grounds for objecting to this application:

- The site is outside the village development boundary
- The historical importance of the site and its surroundings
- The ecological significance of the area
- Highway unsuitability
- Drainage issues, particularly in St Martin's Gardens
- Would affect the peacefulness of the Cemetery and the adjoining area
- Detrimental to the historical vista of the village
- Increased traffic

**Council RESOLVED** to object to this application and to hold an extraordinary meeting of the Council to formally draft the Council's objections; Councillor Bingham was asked to make an input into the Council's response.

A proposal to agree a budget to employ a planning consultant to advise the Council on its response to this planning application was unsuccessful.

The Council needs to formulate what will be said at the Breckland Planning Committee Meeting. Councillor Chirodian proposed that Janet Trewin be asked to take part in these discussions and to attend the Breckland Meeting with a Parish Council representative – agreed.

The Clerk was directed to ask for an extension to the Parish Council's consultation period.

Councillor Hobley retook the Chair.

16/98 Financial Matters:

- (a) To receive a financial summary report from the Clerk:**

A financial report had been circulated to the Councillors prior to this meeting. The Clerk reported that since her report was prepared she had received a cheque for the rent from the Cricket Club, £135.

- (b) To Approve Payments to be made:**

**Council RESOLVED** to authorise the following cheques drawn today, 14<sup>th</sup> June 2016:

Cheque No	Item	Vat £	Gross £
<b>Cheques drawn 14/06/2016</b>			
101834	Mrs H A Clutten expenses plus any additional hours less tax for June 2016	0.00	73.49
101835	SLCC, charge for vacancy advertised on website, Clerk's Spending Power	60.00	360.00
101836	Broadland Tree Services, village maintenance	92.10	552.60
101837	Local Audit Fee	0.00	50.00
101838	HMRC, Tax, April, May, June	0.00	248.00
<b>Total</b>		<b>£152.10</b>	<b>£1,282.09</b>

## SOs/DDRs

08.06.2016	Mrs H A Clutten, Basic Pay and Office Allowance less tax	0.00	238.74
11.06.2016	E-ON Street Lighting June 2016 Energy	2.92	58.44

### (c) To Approve the Annual Governance Statements in the 2016 Annual Return

The Council considered each of the 9 statements comprising the overall Annual Governance Statement for 2015/16 and agreed to answer yes to the first 8 statements. Item 9 was not relevant to the Parish Council as it has no trust funds to administer.

### (d) To Approve the Accounting Statements in the 2016 Annual Return

**Council RESOLVED** to approve the Accounting Statements for 2015/16.

### (e) To Approve the Signing of the 2016 Annual Return

**Council RESOLVED** that the Chair should sign the 2016 Annual Return.

### (f) To Adopt the Accounts for 2015/16

**Council RESOLVED** to adopt the accounts for 2015/16 as drawn up by the Clerk and previously circulated.

### (g) To Consider the Purchase of a Computer

After consideration of the two quotations received **Council RESOLVED** to purchase a Toshiba Satellite L50-C-1XN computer from 121 Computer Services Ltd for the sum of £399 including VAT, and the purchase of Microsoft Office 2016 software at a cost of £169.99 including VAT.

### 16/99 To consider the site for low cost housing and whether or not the Council should support the development of housing outside of the village development boundary:

The Vice Chair, Councillor Bingham took the Chair again.

Five Councillors said that they could not support the building of low cost housing on either of the sites appraised by Saffron Housing. One Councillor was in favour of supporting the Tanning Lane site. **Council RESOLVED** not to support low cost housing on either site.

The issue of building outside the village development boundary was discussed; five Councillors were against the development boundary being breached. One Councillor suggested that the Council revisit the issue in six months' time when information will have been gathered about a Neighbourhood Plan for the village. **Council RESOLVED** that it did not support breaching the village development boundary at the present time but that it should revisit this decision in six months' time.

Councillor Hobley abstained from voting because of her interest relating to the land off Cuffer Lane/St Martin's Gardens.

Councillor Hobley retook the Chair for the remainder of the meeting.

### 16/100 Cemetery – to approve a Memorial Testing Policy:

The Council agreed to carry forward this item to the next Council Meeting.

### 16/101 Parish Council Notice Board - update:

The Chair reported that the High Bailiff's Trust is happy to agree the installation of a free standing notice board on the corner of the Green nearest to Lovells; the potential design is also acceptable.

### 16/102 Work on the Trees in the Churchyard - update:

The Parochial Church Council has agreed that the work assessed by Broadland Tree Services should be carried out – this had been agreed by the Parish Council at last month's meeting. The Parochial Church has

offered to apply for a Faculty for the work to be carried out and Broadland Tree Services has offered to discuss the Tree Works Application with Breckland Council's Countryside Officer.

16/103 Street Lighting Project – survey update and agreement of a budget:

Councillor Redfern proposed that the Council agree a budget of £70 plus VAT so that he can arrange the professional printing of numbered surveys and return envelopes. **Council RESOLVED** to adopt a budget of £70 plus vat print stationery for the Street Lighting Survey.

16/104 Consideration of a request to move the dog bin on the Drift and an application to remove the adjacent hedge:

Councillor Bingham has inspected the bin and reported that it is in good condition. There was some disquiet about paying to move the bin from the Council's funds when the bin had been put there in good faith a number of years ago.

After some discussion about this matter including input with a member of the public who has a right of way of the land in question, **Council RESOLVED** to consult with the landowner about moving the bin.

A photograph of the section of hedge to be removed had been obtained but no copy of the hedgerow application has been received yet.

16/105 To consider a quote to do some work on the trees overhanging the cricket pitch:

**Council RESOLVED** to appoint Broadland Tree Services to carry out the work on the trees overhanging the cricket pitch as per its quote in the sum of £141 plus VAT.

16/106 To consider the appointment of a Parish Council appointed trustee to the Barber Trust to replace Councillor Bingham:

Councillor Crossman is willing to take on this appointment; the Council agreed to appoint Councillor Crossman as its trustee on the Barber Trust.

16/107 To consider an update on the Play Area improvements:

The remit has been handed over to Councillor Crossman who will report to the Council next month.

16/108 To receive correspondence received by post for circulation to Councillors:

Glasdon leaflet for Local Councils  
Letter regarding the Centenary Fields Programme  
Leaflet from FIT (Fields in Trust)  
Letter and leaflets from HAGS  
SNC, letter re Consultation on South Norfolk Statement of Community Involvement (SCI)  
SLCC, The Clerk May 2016  
Clerks and Councils Direct May 2016  
FLP, Outdoor Play Products' Leaflets  
Letter from E-ON advising that the price of electricity for street lighting is rising from £12.40 per kWh to £14.40 per kWh, a rise of 16%

16/109 To confirm the date of the next Parish Council Meeting as 12<sup>th</sup> July 2016

Confirmed.

There being no further business the meeting closed at 10.59pm.