**NEW BUCKENHAM PARISH COUNCIL**

Minutes of a meeting of New Buckenham Parish Council held at New Buckenham Village Hall on Tuesday 9th May 2023

**Present**: Karen Hobley (KH Chair) Andrew Bingham (AB Vice-Chair) Mary Dowson (MD), Mary Manning (MM), Steve Highton (SH).

**Also in attendance**: Angela Thornton (AT) (Clerk) and 2 members of the public

**2324/13 Chair.** Resolved that Karen Hobley be elected Chair for the year 2023/24.

**2324/14 Apologies for Absence:**  Don Crossman (DC).

**2324/15 Vice Chair.** Resolved that Andrew Bingham be elected Vice Chair for the year 2023/24.

**2324/16 Minutes**: The minutes of the Parish Council meeting held on 11th April 2023 were confirmed as a true record.

**2324/17 Matters Arising**:

1. Village Gateway - NCC have confirmed funding for 2024-25. **ACTION AB** to check application process and **AT** to ensure provision is made in the 2024/25 budget.
2. Defibrillator - Awaiting funding transfer from County Broadband Hypercharged Foundation to NBPC bank account. **ACTION AT** and **KH** to continue with attempts to contact and request payment.
3. County Broadband Wayleave Agreement – With solicitors, as issues around easements are yet to be resolved.
4. Establishment of community woodland working group – AB and working group met and completed village walk (26.03.23) to assess potential sites for woodland. **ACTION AB** and working group to investigate identified potential sites and bring proposal with costings to NBPC. No update at this meeting.
5. Electric Charging Point - **ACTION AT** attending seminar on 23rd May and will report back to next meeting.
6. Litter picking equipment - DC had sent apologies; deferred to next meeting.
7. Coronation Plaque - Awaiting quote. **ACTION KH** to chase. Bench is now in place.
8. Churchyard Foliage and Flowers - planting 15th May weather permitting **ACTION AB**
9. Cuffer Lane Planning - Resolved not to pursue a Judicial Review. In view of this, **AB** to request from Breckland District Council a response to questions re the planning decision process. **ACTION AB**
10. Street light concern - **ACTION AT** to obtain costings for “shield”.
11. Footpath Number 2 - **ACTION MM** meeting landowner to discuss replacing stile with gate.

**2324/18 Declarations of Interest**: - None were declared. **ACTION AT** to send post-election link to all councillors for completion as appropriate.

**2324/19 Public Participation**:

1. District and County Councillor Report - None.
2. Chair and Parish Councillor Reports – KH explained that there is a vacancy for a co-opted councillor. **ACTION KH** to write article in the New Buckenham Parish News with a view to co-option at next month’s meeting. **ACTION AT** to provide appropriate paperwork.
3. Parishioners’ Comments & Questions: Gerry Walsh highlighted that the Community Car Scheme continues to be used but remains low on drivers.

Additionally, no one has offered to take over as coordinator. NBPC is aware that if and when Gerry steps down, this scheme may cease to be viable

The owner of Blair House outlined the issues with previous and current doors and windows. Retrospective and full listed building consent will be applied for. **ACTION MM** offered to support the owner with the application process.

**2324/20 Financial Matters:**

1. Bank reconciliation for April was accepted.
2. The Community Project Fund was reapproved as the source of £500 grant for New Buckenham Parish News
3. Payments for May 2023 (below) were approved:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Payment Approved Date | Invoice Date | Payment reference | Payee | ITEM | FOLIO | Gross expenditure | VAT | Net |
| 09/05/2023 | 28/02/2023 | Online payment | Golden Star Morris | Coronation Morris Dancers | 10 | 200 | 0 | 200 |
| 09/05/2023 | 21/03/2023 | Online payment | A Hartley | Coronation Plaque | 11 | 12.99 | 0 | 12.99 |
| 09/05/2023 | 24/04/2023 | Online payment | Broadland Trees | Tree removal cricket pitch common | 12 | 576 | 96 | 480 |
| 09/05/2023 | 24/04/2023 | Online payment | Broadland Trees | March grounds maintenance | 13 | 1230 | 205 | 1025 |
| 09/05/2023 | 21/04/2023 | Online payment | Barkers print & design Acc-91219758 s/c 400853 | Coronation Leaflets | 15 | 63 | 0 | 63 |
| 09/05/2023 | 28/04/2023 | Online payment | NALC | Annual subscription | 16 | 162.18 | 0 | 162.18 |
| 09/05/2023 | 21/04/2023 | Online payment | Norfolk Period Printing | Church Wall repairs | 17 | 1670 | 0 | 1670 |
| 09/05/2023 | 03/05/2023 | Online payment | Broadland Trees | April Grounds Maintenance | 18 | 1230 | 205 | 1025 |
| 09/05/2023 | 26/05/2023 | Online payment | A Thornton | Clerk &RFO April payroll | 19 | 568.91 | 0 | 568.91 |
| 09/05/2023 | 26/05/2023 | Online payment | A Thornton | Clerk & RFO April Pension | 20 | 129.95 | 0 | 129.95 |
| 09/05/2023 | 09/05/2023 | Online payment | A Hartley | Coronation items | 21 | 245.1 | 0 | 245.1 |
| 09/05/2023 |   | Online payment | New Buckenham Church | Compost Bin | 22 | 75 | 0 | 75 |
| 09/05/2023 | 09/05/2023 | Online payment | Parish News | Grant to NB Parish News | 26 | 500 | 0 | 500 |
| 09/05/2023 | 08/05/2023 | Online payment | A11 Medical Services | Coronation First Aid | 25 | 85 | 0 | 85 |
| 09/05/2023 | 08/05/2023 | Online payment | JC Halfacree Acc  | Coronation Barbecue | 24 | 152.07 | 0 | 152.07 |
| Totals |   |   |   |   |   | 6900.2 | 506 | 6394.2 |

Those in yellow were presented and approved at the meeting and are additional to those in the meeting pack.

**2324/21 Planning**: None

**2324/22 Amenities**: To consider any issues raised regarding the following:

**a. Grounds Maintenance -** Contract now with Broadland Trees. AT met and explained in detail churchyard requirements.

**b. Closed Churchyard -** Flint walls have been repaired. Further work approved to commence in August as still within originally approved budget.

**c. Cemetery -** Faculty progressing slowly.

**d. Allotments –** A quote to be obtained to “make good” plot 17 and relocate compost bin. **ACTION AT.** Additionally,contact to be established with 2 allotment users who may no longer be maintaining / managing their plots. We currently have a waiting list.

**e. Play Area/ Cricket Pitch -** DC is arranging replacement and repair of broken log in Play Area. Concern was expressed re use of zip wire. **ACTION AT** to check weight guidance and arrange for notice to be placed by zip wire.

**f. Public Footpaths -** MM meeting landowner re Footpath 2 gate.

**2324/23 Correspondence -** Stevie Hobley is able to take minutes at October meeting as Clerk is unavailable.

Meeting closed at 8.45pm

**The next meeting of the Parish Council will take on Tuesday 13th June 7.30pm.**