

## NEW BUCKENHAM PARISH COUNCIL

**Minutes** of a meeting of New Buckenham Parish Council at the Village Hall, Moat Lane, New Buckenham on Tuesday 8<sup>th</sup> January 2019 7.30 -8.50pm

**Present:** Cllrs Karen Hobley (Chair), Andrew Bingham, Don Crossman, Mary Dowson, Steve Highton

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

1819/94 **Apologies:** Apologies were received and accepted from Cllrs Bella Chirodian and Mary Manning

1819/95 **Minutes: Resolved:** That the Minutes of the Council Meeting held on 11th December 2018 be approved as a correct record

1819/96 **Matters Arising:** To receive reports of matters arising from those Minutes, and not covered elsewhere on the agenda: for update and information only

1819/97 **Declarations of Interest:** There were none

1819/98 **Public Participation : Resolved** To adjourn the meeting to allow public participation as follows:

a. **Parishioners' Comments & Questions.**

- i. It was pointed out that the old notice board at the Market Cross needed to be removed. Cllr Highton undertook to deal with this.
- ii. Sponsorship for Parish News was being sought for the forthcoming year, and it was suggested the Parish Council might consider sponsoring an issue (cost circa £50). The Clerk agreed to put this on the agenda for discussion at the next meeting.

b. **District Councillor Report (Cllr Joel):**

- i. Breckland DC will be holding a Town and Parish Forum on 21 February in the Committee Suite, Elizabeth House, Dereham from 5.45pm to which Parish Councils were invited to send a representative.
- ii. The consultation on the inspectors recommendations on the local plan would be a six week period in January/February – dates to be confirmed.
- iii. The Attleborough SUE outline planning application would be considered by the BDC planning committee during February – date to be confirmed.
- iv. Details were provided of a phone number for help accessing emergency shelter for anyone sleeping rough during cold weather.

c. **Parish Councillor Reports**

- i. Cllr Bingham referred to two trees near the entrance to Moat Lane and St Martins Gardens that were in need of cutting back. The Clerk agreed to investigate ownership and discuss pruning works with the Council's contractor.
- ii. Elections. It was noted that Cllr Chirodian had indicated she intended to stand down at the May elections. The Chair agreed to write something for Parish News to encourage parishioners to consider standing.

1819/99 **Financial Matters**

- a. **Bank Reconciliation** Councillors received and noted the financial report to 31 December 2018, in particular the additional grant of £4,500 received from Breckland Council for the Neighbourhood Plan, which had been received just before Christmas

- b. **Budget and Precept 2019/20**

The Council considered a draft Budget which initially showed a 1% decrease in the overall precept. Councillors considered it prudent to set a standstill precept, rather than a reduction, and also noted that the budget for play area maintenance could reasonably be increased beyond the inflation rate in view of the high cost of remedial works arising from the recent annual safety inspection.

Councillors also noted that the Budget allowed for the redistribution of projected underspends in the current year's budget to replenish earmarked reserves for the play area, closed churchyard and street lights.

**Resolved:**

- iii. that a Council Tax precept for 2019/20 of £18,327, representing a 0% increase in the precept and a Band D council tax of £99.55 be approved; and
- iv. that the provisional allocation of underspend to reserves be approved, subject to final adjustments at the end of the financial year.

- c. **Payments for January 2019**

**Resolved:** That the following payments for January 2019 be approved, or noted as appropriate:

| Payments List January 2019 for approval/noting                    |                 |              |                   |
|---|-----------------|--------------|-------------------|
| Payments marked with a cheque number for approval at this meeting |                 |              |                   |
| Payments marked DDR or STO are for information only               |                 |              |                   |
|   | Net             | VAT          | Gross expenditure |
| <b>02/01/2019</b>   |                 |              |                   |
| <b>Anglian Water (Wave)</b>                                       | <b>154.12</b>   | <b>30.82</b> | <b>184.94</b>     |
| Water charges to 7/12/18  |                 |              |                   |
| DDR   | 154.12          | 30.82        | 184.94            |
| <b>08/01/2019</b>   |                 |              |                   |
| <b>Broadland Tree Services</b>                                    | <b>250.00</b>   | <b>50.00</b> | <b>300.00</b>     |
| Christmas tree supply, delivery and erection                      |                 |              |                   |
| 102017  | 250.00          | 50.00        | 300.00            |
| <b>TT Jones</b>   | <b>19.75</b>    | <b>3.95</b>  | <b>23.70</b>      |
| Street lights maintenance January- March 2019                     |                 |              |                   |
| 102019  | 19.75           | 3.95         | 23.70             |
| <b>V Baker</b>  | <b>60.00</b>    | <b>0.00</b>  | <b>60.00</b>      |
| Closed churchyard gardening December/Jan                          |                 |              |                   |
| 102018  | 60.00           | 0.00         | 60.00             |
| <b>10/01/2019</b>   |                 |              |                   |
| <b>Norfolk Pension fund</b>                                       | <b>117.11</b>   | <b>0.00</b>  | <b>117.11</b>     |
| December pension contributions                                    |                 |              |                   |
| STO   | 117.11          | 0.00         | 117.11            |
| <b>11/01/2019</b>   |                 |              |                   |
| <b>EON</b>  | <b>21.58</b>    | <b>1.08</b>  | <b>22.66</b>      |
| street lights electricity December 2018                           |                 |              |                   |
| DDR   | 21.58           | 1.08         | 22.66             |
| <b>28/01/2019</b>   |                 |              |                   |
| <b>T Wenman</b>   | <b>437.46</b>   | <b>0.00</b>  | <b>437.46</b>     |
| Salary for January 2019   |                 |              |                   |
| STO   | 402.46          | 0.00         | 402.46            |
| Clerk's Office Expenses contribution January 2019                 |                 |              |                   |
| STO   | 35.00           | 0.00         | 35.00             |
| <b>Grand Total</b>  | <b>1,060.02</b> | <b>85.85</b> | <b>1,145.87</b>   |

### 1819/100 Planning

- a. **Current Applications:** No notification of new planning applications had been received prior to the meeting. (Note – notification was however received the following day of a planning application in respect of Chapel House, Chapel Street, and an extension of time has been sought to allow this to be considered at the February meeting)
- b. **Planning Decisions.** The following decision was noted:  
**3PL/2018/1371/LB** Re-roofing, Replacement Windows, Replacement of External Render and associated Works Hill House Chapel Street New Buckenham

**c. Other planning issues**

The Clerk had been notified of £450 of Section 106 monies being held by Breckland for use by the Parish Council on recreational facilities. It was also noted that there was a further S 106 agreement in relation to the development at the old Garage site. It was agreed to investigate this further and bring this back to a future meeting.

**1819/101 Neighbourhood Plan**

(a) Mr Charles Oxley gave an update on progress on the Neighbourhood Plan. The £4,500 grant from Breckland Council would allow for the payment of a consultant (whose services had been secured) to research traffic, parking and pavement related issues.

There was also discussion on a proposed workshop session for the Parish Councillors to meet with the steering group and discuss next steps in an informal setting. It was agreed provisionally to hold this on Saturday 23<sup>rd</sup> March from 10 am, subject to room availability

(b) There was a discussion on the NP Steering Group on the examiner's comments on the Breckland Local Plan. The particular issue was the removal of a clause requiring the support of the Parish Council for development within the village. Whilst this could be viewed as a retrograde step, there was also a view that the reference to the development plan (and therefore any approved Neighbourhood Plan) would protect the interests of the Parish Council in this regard. Further clarification would be sought. It was agreed to discuss this further before the end of the forthcoming 6 week consultation period.

**1819/102 Community Project Fund Grants**

Further consideration was given to the proposals of the project fund group regarding changes to the scheme purpose and associated documents deferred from the November meeting.

**Resolved:** That the revised scheme purpose and associated documents be approved.

**1819/103 Amenities**

**a. Allotments**

- i. One of the tenants had requested permission to erect a shed. This would be put on the agenda for the next meeting
- ii. The most recent meter reading had led to an exceptionally high charge for the last quarter from Anglian Water. It was possible that this was the effect of the very dry summer period, with several new allotment holders being active. The Chair agreed to ask Mr Hobley to take regular meter readings so that this could be monitored.

b. **Closed Churchyard**

The Clerk would be contacting Phil Anderson at BTS to progress the proposed tree works discussed with the Parochial Church Council.

c. **Play area** Cllr Crossman was currently awaiting a date from Playdale Playgrounds for them to return to complete the remedial works.

d. **Cricket Pitch** It was noted that mole hills had recently appeared near the cricket pitch.

1819/104 **Projects –**

a. **Parish Council Noticeboard**

The textual content for the third panel of the notice board was nearly ready, and it was hoped that existing aerial photos of the village could be used.

b. **Community Car Scheme**

Mrs Highton reported that two drivers had pulled out of the scheme due to a change in vehicle, but that two other drivers were considering joining.

1819/105 **Next Meeting** – It was noted that the next meeting of the Parish Council will take place on Tuesday 12th February 2019 at 7.30