**NEW BUCKENHAM PARISH COUNCIL**

Minutes of a meeting of New Buckenham Parish Council held at New Buckenham Village Hall on Tuesday 8th April 2025.

Present: Andrew Bingham (AB) Chair, Paul Martin (PM) Vice Chair, Karen Hobley (KH), Mary Manning (MM), Mary Dowson (MD) and Don Crossman (DC) Steve Highton (SH)

Apologies: None

Also in attendance: A Thornton (AT) (Clerk – minutes) 3 members of the public.

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| **Minute** |  | **Action** |
| 2526/1 | **Absent – no absentees** |  |
| 2526/2 | **To approve the minutes of the meeting held on 11th March 2025** PM proposed DC seconded. Minutes agreed. | **AT** |
| 2526/3 | **To record declarations of interest not already recorded in the current Members` Register of Interest:** KH highlighted her involvement in the village youth football club. |  |
| 2526/4 | **To receive reports of matters arising from March minutes for update and information only.** 1. Old Buckenham Footpath 14 (High London Farm) Norfolk County Council has contacted landowner re defects.
2. Drain outside Lovells - Highways Officer has confirmed this is on the work schedule.
3. Previous meeting -MM reported a lack of road markings across the village. Highways have confirmed these are included in the 2025/26 works schedule.
4. Previous meeting -AB reported that taxis may be using the Play Area car park as a “day car park.” This will be monitored.
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| 2526/5 | **District and County Councillor Report** None |  |
| 2526/6 | **Chair and Parish Councillors Reports.*** PM informed the meeting that the water is now on for the allotments.
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| 2526/7 | **Public Participation:*** Two Members of public requested a Village Sign on the village Green.

NBPC informed the resident that The Green it is owned by High Bailiffs Trust (HBT) and NBPC has no jurisdiction over the Green.AB suggested gauging village support, sourcing designs and costings and contacting HBT. If this progresses funding may be available from NBPC.AT requested to pass HBT contact details on to resident. | **AT** |
| 2526/8 | **Financial Matters:**a. Bank reconciliation for March was accepted. |  |
|  | b. Payments for April 2025 (below) were approved for processing. Proposed KH Seconded MD. All agreed. AT instructed to request meter reading for allotments water bill | **AB****DC****AT** |

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| **Payment Approved Date** | **Invoice Date** | **Payment reference** | **Payee** | **ITEM** | **Gross** **expenditure** | **VAT** | **Net** |
| **08/04/2025** | **20/03/2025** | **Direct Debit** | **Wave** | **Dec - March Estimated bill** | **199.26** | **33.21** | **166.05** |
| **08/04/2025** | **03/03/2025** | **Online payment** | **NPTS** | **Annual subscription 25/26** | **305.9** |  | **305.9** |
| **08/04/2025** | **29/04/2025** | **Online payment** | **A Thornton** | **Clerk salary April** | **578.59** |  | **578.59** |
| **08/04/2025** | **29/04/2025** | **Online payment** | **NCC** | **Clerk Pension April** | **171.36** |  | **171.36** |
| **08/04/2025** | **01/04/2025** | **Online payment** | **HMRC** | **Underpaid TAX from November salary- as included backdated pay rise.** | **20.89** |  | **20.89** |
| **Total** |  |  |  |  | **1276.00** | **33.21** | **1242.79** |

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|  | 1. Community Project Fund Applications - none presented at this meeting. KH informed the meeting that the football club will be submitting an application shortly.
2. Much discussion took place following emails received explaining the clerical error in submission of the 2025-26 precept.

AT clarified that the amount of precept requested from Breckland had not deducted the 4k income. This will result in 4k additional precept income in the financial year 2025-26.Following legal and audit advice the following measures are to be put in place.* The £4k when received will be held in NBPC bank account and either used for a project during the current Financial Year or taken into account in the following year precept.
* Annually when submitting the precept request Form B following LOCAL GOVERNMENT FINANCE ACT 1992s.41, this will be checked and countersigned by the Chairperson of NBPC.
 | **AT AB** |
| 2526/9 | **To consider planning applications and to receive Breckland District Council’s decisions made on any planning applications received before the meeting:** No new Planning applications or decisions to view at this meeting.Letter re Application Reference No: PL/2024/1036/FMIN Inn On The Green, Chapel Street, New Buckenham, Norwich, Norfolk, Noted  | **AT** |
| 2526/10 | **To consider any issues raised regarding NBPC amenities as follows:** |  |
|  | a. Grounds Maintenance – AB to contact contractor re NO MOW May | **AB** |
|  | b. Closed Churchyard - AB to recontact contractor re tidying up of bushes along south wall. | **AB** |
|  | c. Cemetery - None |  |
|  | d. Allotments –* More waste is accumulating at the far end of allotments. AT to re-write to all tenants with photos. It is likely that this waste is from certain allotment holders clearing plots rather than from external fly-tipping
* Plot 16/17 now let, and plot marked. Permission for 4 dwarf trees granted.
 | **AT** |
|  | e. Play area -. DC to check if fence is included in works from safety report.  | **AT** |
|  | f. Public Footpaths - no new issues at this meeting. |  |
|  | g. Community Car Scheme –No report |  |
|  | h. Street Lights – nothing to report |  |
|  | i.KH shared with the meeting the Defibrillator Hypercharged Foundation Plaque KH will seek permission from the Kings Head and arrange for the plaque to be put up. | **KH** |
| 2526/11 | **Key Documents for review:** none presented at this meeting |  |
| 2426/12 | **Correspondence received not considered elsewhere on this agenda:**The Village Survey required by Breckland will be collated and submitted by 24th April. | **AB** |

The meeting closed at 19.51 pm.

**The Next Parish Council Meeting will be at 7.30pm on 13th May 2025 at New Buckenham Village Hall**