

## New Buckenham Parish Council

**MINUTES OF THE MEETING OF** New Buckenham Parish Council held on Tuesday 13<sup>th</sup> January 2015 at 7.30pm in the Village Hall, Moat Lane

Present: Councillors Karen Hobley (Chair), Andrew Bingham, Tony Lister, Darren Rush, David Scott Miller, Gerry Walsh

In Attendance: Mrs H A Clutten (Clerk)

Absent  
(without apologies) None

Public: 1

The Chair welcomed everyone to the January meeting.

15/1 To consider accepting apologies for absence:

The Council accepted the apologies for absence from Councillor Chirodian for a reason known to it. Apologies had also been received from District Councillor Adrian Joel

15/2 To approve the Minutes of the Meetings of New Buckenham Parish Council held on 9<sup>th</sup> December 2014:

The draft Minutes of the previous meeting had been circulated; **Council RESOLVED** to approve the Minutes as a true and accurate record of the meeting held on 9<sup>th</sup> December 2014. The minutes were signed at the end of the meeting by the Chair, Karen Hobley.

15/3 To receive reports of matters arising from those Minutes for update and information only:

There were no matters arising.

15/4 To record Declarations of Interest not covered by the current Register of Interests:

None

15/5 To adjourn the meeting to allow public participation and reports:

The meeting was adjourned to allow public participation and reports.

### **(a) Matters Raised by Members of the Public:**

A question was raised as to the progress on repairing the fence and gates at the allotments – this to be discussed later in the meeting as these repairs are on the agenda.

### **(b) Parish Councillor Reports:**

A number of people have noticed that a caravan parked in Boosey's walk appears to be inhabited and electricity is connected. The Clerk was asked to write to the owners of Flint Side Cottage to enquire what the present situation was and how long it was likely to last.

The Chair reported that the paper bank was full. Councillor Lister has contacted Whites and been informed that collections were now fewer since its workforce had been reduced and therefore it was inevitable that this situation would arise from time to time.

Councillor Walsh asked for the information on defibrillators to be added to the correspondence folder this month.

The Chair said how nice the Christmas Tree was this year.

Councillor Lister reported that there were still pot holes in Rosemary Lane, a large pot hole in Marsh Lane outside the Town Houses, and from the King's Head to Chapel Lane.

*The meeting was re-convened*

15/6 To consider planning applications and to receive District Council's decisions made on any applications received before the meeting:

- 2 Church Farm, Wymondham Road – erection of double garage – no objection
- Stow House, Boosey's Walk – demolition of lean-to and erection of an extension – no objection
- Permission received for work at Oak View, Marsh Lane – noted

15/7 Financial Matters:

**(a) Financial Report:**

The Clerk had provided a financial report in advance of the meeting.

The Chairman reported that Gail Wilby had now arranged to hand over her allotment rent.

**(b) To approve payments to be made:**

**Council RESOLVED** to approve the following payments:

Cheque No	Item	Vat £	Gross £
<b>Cheques drawn 13/01/2015</b>			
101760	T T Jones Electrical, maint Jan, Feb, Mar 2015 + repair of streetlight at Village Hall	£25.19	£151.16
101761	Playdale Playgrounds, zip wire repairs - Clerk's Spending Power	£13.84	£83.04
101762	Mrs H A Clutten pay January 2015 plus expenses	£0.00	£381.19
	<b>Total</b>	<b>£39.03</b>	<b>£615.39</b>

**For information: payment by DDR**

12.01.2015	E-ON Electricity for Street Lights - January 2015	£2.22	£46.68
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**Council RESOLVED** to pay the Clerk's monthly basic salary (less tax) and office allowance by Standing Order on the Barclays Community Account with effect from February onwards; all additional hours and expenses to be claimed at monthly meetings.

**(c) Budget 2015/16**

The Clerk had provided Councillors with version 2 of the budget prior to the meeting. It is estimated that the Council's expenses would increase next year due to the higher costs of village maintenance and its share of the cost of the local elections in May 2015. There were a number of discussions as to how to deal with the increase in expenses. Finally **Council RESOLVED** to increase the 2015/16 precept by 2% (from a total of £14089 to £14371) and to draw the balance of the increased costs (£2040) from General Reserves.

In view of the fact that the Town House Reserves were no longer required **Council RESOLVED** to vire the sum of £1,690.66 (the current estimated reserves) to the Play Area Reserves.

15/08 To consider appointing a new Emergency Co-ordinator:

The Council asked the Clerk to request a copy of the village's Emergency Plan from the current co-ordinator.

15/09 To consider how the Council should approach the parking of vehicles on the Common during football matches:

Some of the parking issues are being caused by some deteriorating posts. It was thought that the posts should be renewed and concreted in. It was agreed that Councillors Lister and Rush should look at the posts and report back to the Council.

Councillor Lister suggested that the litter bin on the Common be replaced with a dog bin.

15/10 To consider any Allotment matters including a request for an allotment from a resident in Banham and the quotations for the gates and fences:

There was a discussion amongst the Council members as to what the gates and posts should be made of and the cost of the two quotations already received. Council agreed that Councillor Lister should meet a contractor at the allotments to discuss how best to resolve the situation. **Council RESOLVED** to allocate a budget of £500 (plus VAT) for the repair of the posts and gates so that work could be progressed if Councillor Lister was successful in his negotiations.

The Council has been advertising the two vacant allotments for a number of months; no interest has been shown. **Council RESOLVED** to let one of the vacant allotments to an interested Banham resident at a rent of £44 per annum.

15/11 To consider any Play Area matters:

Councillor Walsh thanked those who had put up the new zip wire.

15/12 To consider any Cemetery matters including a letter from Miss Gray:

Council agreed to respond to Miss Gray's letter on the lines that the contents were noted and it was glad that she had come to a financial arrangement using the NAMM arbitration service.

15/13 To consider Street Lighting Report from T T Jones and the CPRE Questionnaire:

Councillor Lister was thanked for producing a map of the village showing the location of all the street lights and a list of their locations and numbers.

Council agreed to obtain a quotation from T T Jones to rectify the problems identified in the Street Lighting Report and ask for the lamp shades to be cleaned as per the Council's contract.

Not all the Councillors had seen the CPRE questionnaire so it was not discussed.

15/14 To receive a Report from the Town Houses Investment Working Party:

The Council discussed the latest document from the Working Party. The Council agreed that Councillor Bingham should update the October document with the latest comments and then circulate to the rest of the Council before it was included in the Parish News.

15/15 To receive items of correspondence:

2015 Calendar from Elysian Associates + item about VAT  
NCC – Helping Norfolk Residents Go Dry for January – includes poster  
Norfolk Constabulary – scheme for dedicated PCSOs the cost to be funded on a 50/50 basis between the police and the community  
Rural Services Network – Affordable Rural Housing – advising of new edition of Affordable Rural Housing: A Practical Guide for Parish Councils  
Norfolk ALC Membership Survey 2014  
Information about New Anglia Growth Hub for businesses  
Letter from New Buckenham Village Hall outlining the effects on the usage of the hall during the work on the kitchen and bar  
Letter from Greenbarnes advertising its range of notice boards  
Leaflet from Eibe advertising outdoor products  
Item from Leigh Day "Help us to address your environment concerns"  
NCC, Letter and poster re NHS Health Checks Campaign  
Leaflet on Glasdon products  
Clerks and Councillors Direct January 2015

15/16 To receive items for the next agenda:

Notice Board at Lovells  
Allotments  
Cricket Pitch Parking/Posts and Chains  
Town Houses Investment Working Party  
Emergency Plan  
Town Houses  
Provision of a dog bin on the Common

15/17 To confirm the date of the next Parish Council meeting as 10<sup>th</sup> February 2015:

Confirmed.

There being no further business the meeting closed at 9.10 pm.

***Signed by Karen Hopley, Chair, 10<sup>th</sup> February 2015***