



suggested that the option of removing the wall, rather than the trees might also be considered. The Clerk agreed to make initial inquiries.

**b. Membership of the Society of Local Council Clerks (SLCC)**

It was **resolved** to pay the membership fees of the Clerk for the SLCC

**c. Training**

It was **resolved** to pay for the Clerk to attend the following training courses organised by Norfolk Parishes Training and Support (NPTS), and for Cllr Chirodian also to attend the Cemetery management course:

- Managing the Council's Financial Year End (Poringland 15 March) cost £45
- Cemetery Management (Costessey 16 June) cost £55.

**d. Procedural issues arising from the January meeting.**

The clerk's report was noted.

**17/30 Planning**

**a. Prior approval application 3BT/2016/0003/BTM Rear of Village Hall Moat Lane – Installation of 15M high lattice tower supporting 3 antennas and 2 dishes.**

Further information has been provided by the applicant in the form of photomontage shots illustrating the visual impact of the proposed structure. The Council noted that no changes had been made to the application considered at the previous meeting. It was **resolved** to make no further comments.

**b. The following decisions of Breckland District Council on planning applications previously considered by the Council were **noted** (all applications had been approved with conditions):**

- 1-4 Almshouses, Castle Hill Rd – replacement of windows
- 8 Booseys walk – repairs and alterations to existing house
- New Dawn 2 Church Farm, Wymondham Rd – Single storey side extension
- St Mary's Cottage, Market Place
- In-fill internal door access between care home and cottage.

**17/31 Financial Matters:**

**a. Financial Report** It was noted that the clerk would provide a financial report to the next meeting.

**b. Payments**

It was **resolved** to approve the following payments:

Cheque No		Gross	Net	VAT	
101872	Playdale Playgrounds	Work to horizontal pole, children's play area	£ 354.00	£ 295.00	£ 59.00
101873	Norfolk Parish Training & Support	Salary and Expenses for Julie King January 20	£ 706.07	£ 706.07	£ -
101874	TL Wenman	Clerk Salary and Expenses January 2017	£ 369.69	£ 369.69	£ -
101875	Norfolk Pension Fund	Employer and employee pension January 2017	£ 102.85	£ 102.85	£ -
<b>Total</b>			<b>£1,532.61</b>	<b>£1,473.61</b>	<b>£ 59.00</b>

The following payments were noted:

**Payments made by DDR/SO:**

		Gross	Net	VAT	
01/02/2017	E-on	Electricity for street lights - January 2017	£ 71.26	£ 67.87	£ 3.39

*K E Hobley 14/03/2017*

### 17/32 Neighbourhood Plan

The Council noted the minutes of the working party meeting of 17<sup>th</sup> December 2016. The working party were planning a launch event on Saturday 22 April 2017 for the Neighbourhood Plan process. There were a number of detailed issues on which the Council would need to take decisions before that date, and it was suggested this would be best done at an extraordinary meeting of the council focussing on just that one issue. The working party also invited the Chair of the Parish Council to be an ex officio member of the committee. Cllr Hobley indicated that she would be happy to attend meetings if she were able, but was not able to commit to attending every meeting.

#### Resolved:

- a. That an extraordinary meeting of the Council be arranged prior to the Neighbourhood plan launch event
- b. That the Chair of the Council be an ex-officio member of the working party.

### 17/33 Projects:

#### a. Street Lighting Project –

Cllr Crossman reported great difficulty in obtaining quotes for this work. It was **agreed** that the Clerk would review the options, and attempts made so far, and report back with recommendations as to the best way to proceed.

#### b. Defibrillator

After further discussion regarding the likelihood of a defibrillator being used and the ongoing financial burden of maintenance, it was:

**Resolved:** That the Council will not purchase a defibrillator for the Village.

#### c. Play area improvements –

The Chair reported that the Council's match-funding grant application had been approved by Breckland Council, and work would commence shortly

### 17/34 Project Fund

- a. It was noted that one application has been received so far this quarter, which will be considered by the Project Fund Group after the 31 March closing date for this quarter's applications.
- b. New Buckenham Silver Band had requested an increase the grant previously agreed, by some £316 as the cost of some of the items had increased due to unanticipated circumstances. The Band indicated that if this were not possible, they would be willing to reduce their order to £1,292 +VAT - £32 more than the original estimate.

**Resolved** not to increase the original offer and to meet the cost of £1,292 +VAT

- c. It was noted that the Clerk's report on the allocation of, and availability of funds for revenue and capital projects will be made to a future meeting of the Council.

### 17/35 Employers Pension Policy

**Resolved** To adopt an the draft employer's pensions policy, as required by the pensions legislation

**17/36 Councillors** It was agreed to discuss the agenda format and responsibilities of councillors at the next meeting.

*K.E. Hobley* 13/03/2017

**17/37 Exclusion of the Public and Press**

**Resolved:** that members of the public and press be excluded from the meeting under the Public Bodies (Admission to Meetings) Act 1960 for the following item/s of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**17/38 Village Hall**

The Council considered the request from the Village Hall Management Committee for the Council to sign the lease agreement with Cornerstone Telecoms and wayleave agreement (**attached**) with BT Openreach in its capacity as Custodian Trustee. It was noted that under the provisions of the Public Trustee Act the Council could only withhold its agreement if the Village Hall Trust was acting in breach of Trust.

**Resolved**

- a. that the Council authorise the signing of the Lease and Wayleave agreement; and
- b. that, subject to planning approval and subsequent signing of the lease, all monies received from the leaseholder are paid directly to the bank account of the Village Hall Trust.

**17/39 Employment Contract for the Clerk**

**Resolved:** that the employment contract for the clerk be approved

**17/40 Parish Council Website**

The Council considered a report of the clerk on options for setting up a Council Website. It was:

**Resolved:**

- a. To accept the offer of Steve Jackman to train the clerk in setting up the website using freely available software, at an initial cost of approximately £160; and
- b. To pay for the full version of the Wix software to remove adverts and to purchase the council's own domain name (at a combined estimated cost of £70 pa).

*K.E. Hobley* 14/03/2017

Cllr Karen Hobley (Chair)

*K.E. Hobley*