

New Buckenham Parish Council

MINUTES OF THE MEETING OF New Buckenham Parish Council held on Tuesday 13th October 2015 at 7.30pm in the Village Hall, Moat Lane

Present: Councillors Karen Hobley (Chair), Andrew Bingham, Bella Chirodian, Don Crossman, Mary Dowson, Susan Felton and Nigel Redfern

In Attendance: Mrs H A Clutten (Clerk), Adrian Joel (District Councillor)

Absent
(without apologies) None

Public: 20

The Chair welcomed everyone to the meeting and asked the Councillors and Clerk to introduce themselves to the public.

15/113 To consider accepting apologies for absence:

None

15/114 To approve the Minutes of the Council Meeting held on 8th September 2015:

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 8th September 2015. The Minutes were signed at the end of the meeting by the Chair, Karen Hobley.

15/115 To receive reports of matters arising from those Minutes: for update and information only:

State of Church Farm House – Breckland Council has been made aware and will contact the relatives.

The paper bin issue has been resolved and the potholes in the roads have been marked for mending.

The Breckland Tree Officer has agreed to look at the trees in the Churchyard and report back.

15/116 To record Declarations of Interest not covered by the Current Register of Interests:

None not on current register.

15/117 To adjourn the meeting to allow public participation including:

(a) Parishioners' Comments & Questions:

The Housing Needs Survey and potential sites were the main topics of interest. Various details were clarified and the Council informed residents that it was currently investigating other potential sites in the village for low cost housing.

(b) District Councillor's Report:

Breckland Council has not yet been informed if it will have to resettle any of the Syrian Refugees the UK Government has pledged to accept. The Home Office is expected to be in touch in due course.

Breckland Council is to trial kerb side collection of electrical items free of charge in selected villages; these include Old Buckenham in the first trial. The items will be recycled, repaired or reused.

The Local Plan Time Table is as follows:

Nov/Dec 2015 – Public Consultation

April/May 2016 – Publication

July 2016 – Submit Plan to Secretary of State; Inspector's Report is anticipated November 2016

December 2016 – Anticipated adoption

(c) Parish Councillor Reports:

Councillor Redfern has a date for the next SNAP meeting, 24th November; the Chair asked Councillors to email him about any issues that they wanted him to bring up at the next SNAP meeting. The Chair also suggested that an item be placed in the Parish News asking for residents to contact Councillor Redfern with any policing issues they wanted raised.

Councillor Chirodian said that there has been a theft of coping stones from the walls at The Grange, the police have been informed.

Council meeting resumed.

15/118 Planning:

No new applications or decisions.

15/119 Financial Matters:

(a) To receive a financial summary report from the Clerk:

A financial report had been circulated to the Councillors prior to the meeting. The Clerk reported that the second half of the precept and grant had been received.

The Clerk also reported on the recent intermediate audit which had proved a little troublesome, especially when the nominated auditor suddenly left Mazars.

(b) To approve payments to be made:

Council RESOLVED to authorise the following payments:

Cheque No	Item	Vat £	Gross £
Cheques drawn 13/10/2015			
101796	Mrs H A Clutten expenses plus any additional hours less tax , October	£0.00	£97.66
101797	Broadland Tree Services, October 2015 Invoice	£92.10	£552.60
101798	Mrs V Highton, Community Car, BDC Share	£0.00	£87.72
101799	T T Jones Electrical Ltd, Street Light Maintenance Oct, Nov, Dec 2015	£15.98	£95.89
Totals		£108.08	£833.87
For information: payments by DDR /SO			
08.10.2015	Mrs H A Clutten, Basic Pay and Office Allowance less tax	£0.00	£238.74
11.10.2015	E-ON Street Lighting	£2.90	£60.90

15/120 Street Lighting:

The Clerk reported that the lighting contractor could not install a new bracket on the light on the Village Green due to the design of the light fitting; the Clerk has asked for a report on the safety of the light. Due to the possible health and safety issue with this light, **Council RESOLVED** that the Clerk should spend whatever it might cost to make the light secure once she had received a report from the lighting contractor.

The Clerk also reported that the Lighting Contractor had offered to come to a meeting to give a presentation on new street lighting. Council considered that it was not quite ready for that stage in the planning of new street lighting.

Councillor Redfern had produced a very thorough report on the current street lighting and had provided an example of a street lighting survey which had been carried out in another village. The Council agreed that it should proceed with a street lighting survey in the village and asked Councillor Redfern to produce a survey using the example as a framework; the proposed survey to be brought to the next Council Meeting for agreement.

The Clerk was asked to establish what the saving in electricity might be if the lights were turned off for part of the night.

15/121 Plans for improving car parking and barriers on the Common:

Councillor Crossman has received 2 quotations and is waiting for a third one to be received.

15/122 To consider what action should be taken regarding some trees in the Churchyard – Update:

The Breckland Council Tree Officer has not yet visited the Churchyard so there is nothing to report at present.

15/123 To consider purchasing a new Notice Board – discussion of what type of board is favoured by the Council

Councillor Bingham had distributed a photograph of a wooden noticeboard at Hickling; this received favourable comments from Councillors. He has contacted the designer who is willing to come and talk to the Council about a design. Council requested that Councillor Bingham arranged a date with the designer to come to a future Parish Council Meeting.

15/124 Project Fund Update:

The Project Fund group has now organised a meeting for 22nd October 2015.

15/125 Any Play Area issues including update on annual inspection:

The Clerk gave an update on the organisation of annual inspection; she had finally been able to establish contact with the contractor after a number of emails went unanswered. The Annual Inspection will now be arranged.

Councillor Chirodian said that the maze should now be replaced, possibly with a large swing; she also had some other suggestions. Councillor Chirodian was asked to circulate a proposal for up-dating some of the play area. Councillor Joel said that matched funding is available from Breckland District Council.

15/126 To approve a donation to the Royal British Legion for the annual wreath:

Council RESOLVED to make a donation of £25 to the Royal British Legion for the Remembrance Day wreath. Cheque no 101800 for £25 was drawn and signed by two Councillors.

15/127 To set a budget for the Parish Christmas Tree:

Council RESOLVED to set a budget of £300 maximum for the village Christmas Tree this year.

15/128 Housing Needs Survey:

As there had been considerable discussion of the Survey during public participation the Chair moved that there should be no further discussion of the issue. Councillor Chirodian proposed that the Council should find out what the village thinks about low cost housing, an opinion survey. It was agreed that this should be considered after one or more sites were identified.

15/129 To receive items of correspondence:

Glasdon, Local Councils, Leaflet, October 2015

Letter from J Pennell re Town Houses plus my response

Letter re Churchyard from C Pearson, which I have acknowledged until we have more to report

Email request from East Anglian Air Ambulance for financial support

Details from NALC of Transparency Fund Meetings – a fund has been set aside to help Councils with an income of less than £25,000 to meet the legal requirements of the new Transparency Code requirements – costs that can be covered include the purchase of a laptop, connection to the internet and the cost of setting up a website

15/130 To confirm the date of the next Parish Council Meeting as 10th November 2015

Confirmed and items for the agenda will include:

Housing Needs Survey

Street Lighting

Notice Board
Project Fund
Play Area
Churchyard Trees
Budget
Website
Transparency Fund
Guidance Notes for the public attending Parish Council Meetings

Councillors Chirodian and Crossman gave their apologies for the November Parish Council meeting.

15/131 A proposal to exclude the press and public from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed (Public Bodies (Admission to Meetings) Act 1960 s1):

Council RESOLVED to exclude the press and public from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed (Public Bodies (Admission to Meetings) Act 1960 s1). The members of the public left the meeting.

15/132 To discuss a list of potential sites for affordable housing and to agree to approach the landowners of any sites considered to be appropriate:

After considerable discussion of the sites identified as possible locations for low cost housing, **Council RESOLVED** that the Clerk should try and establish the ownership of two of the locations through the Land Registry.

There being no further business the meeting closed at 9.31pm.

Signed by Karen Hobley 10th November 2015