**NEW BUCKENHAM PARISH COUNCIL**

Minutes of a meeting of New Buckenham Parish Council held at New Buckenham Village Hall on Tuesday 12th March 2024.

Present: Karen Hobley (KH Chair), Don Crossman (DC), Mary Dowson (MD), Mary Manning (MM), Paul Martin (PM)

Apologies: Andrew Bingham (AB Vice Chair), Steve Highton (SH)

Also in attendance: Angela Thornton (AT - Clerk Minutes) and 0 parishioners.

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| **Minute** |  | **Action** |
| 2324/89 | **Apologies for absence**  Andrew Bingham (AB) and Steve Highton (SH) |  |
| 2324/90 | **To approve the minutes of the meeting held on 13th February 2024.**  Subject to the addition at 2324/86 (a) Grounds Maintenance. Clarification was sought on planting. **Approved** |  |
| 2324/91 | **To record declarations of interest not already recorded in the current Members Register of Interest:**  None were declared. |  |
| 2324/92 | **To receive reports of matters arising from February minutes for update and information only.** |  |
|  | a. Village Gateway – EDP published the outcome of Parish Partnership application. NBPC is awaiting official confirmation. | **AT** |
|  | b. County Broadband Wayleave Agreement – with solicitors as issues around easements are yet to be resolved. Pending |  |
|  | c. Establishment of community woodland –1st choice unavailable. 2nd choice not viable.  Email from AB stating that he haswritten to both landowners of 3rd and 4th choices for the community woodland (Cuffer Lane and back of Marsh Lane) | **AB** |
|  | d. Electric Charging Point – NBVHT will keep NBPC updated on any progress. |  |
|  | e. NBPC email services, new email addresses circulated, operating emails in tandem during transition. | **KH, SH &**  **AT** |
|  | f. Following concerns raised at February meeting regarding parking on public highway inhibiting traffic, specifically Grange Road at the side of Pickwick House and The White Lodge, DC reported the matter has been resolved. |  |
| 2324/93 | **Public Participation relating to agenda items:**  None |  |
| 2324/94 | **District and County Councillor Report.**  None at this meeting |  |
| 2324/95 | **Chair and Parish Councillors Report.**  None as items covered elsewhere in minutes. |  |
| 2324/96 | **Financial Matters:**  a. Bank reconciliation for February was accepted. |  |
|  | b. Community Project Fund:  St. Martin`s Church may not be able to install contactless payment system due to qualifying criteria. Clarity to be sought as grant may need to be returned to NBPC within the current financial year. | **AT** |
|  | c. Payments for March 2024 (below) were approved for processing. DC propose MM seconded. All agreed. | **KH DC** |

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| **Payment Approved Date** | **Invoice Date** | **Payment reference** | **Payee** | **ITEM** | **Gross expenditure** | **VAT** | **Net** |
| 12/03/2024 | 30/01/2024 | Online Payment | A Thornton | Paper envelopes Banham Post Office | 6.79 | 1.13 | 5.66 |
| 12/03/2024 | 28/02/2024 | Online Payment | NPTS | NPTS membership 2024-25 | 220.9 |  | 220.9 |
| 12/03/2024 | 02/02/2024 | Online Payment | A Thornton | WIX annual subscription | 86.4 | 14.4 | 72 |
| 12/03/2024 | March | Online Payment | A Thornton | Clerk RFO Salary | 557.9 |  | 557.9 |
| 12/03/2024 | April | Online Payment | A Thornton | Clerk RFO Pension | 171.19 |  | 171.19 |
| 12/03/2024 | 05/03/2024 | Online Payments | Community Car Scheme Drivers | Mileage 1/9/23-1/3/24 | 171.33 |  | 171.33 |
| 12/03/2024 | 05/03/2024 | Direct Debit | N Power | Streetlights electricity Feb 2024 | 63.7 | 3.03 | 60.67 |
| 12/03/2024 | 04/03/2024 | Online Payment | A Thornton | Printer ink | 20.29 | 3.38 | 16.91 |
| 12/03/2024 | 29/02/2024 | Online Payment | TT Jones | April- June maintenance Contract | 25.25 | 4.21 | 21.04 |
| 12/03/2024 | 05/03/2024 | Online Payment | NPTS | Training | 54 |  | 54 |
| Totals |  |  |  |  | 1377.8 | 26.15 | 1351.6 |

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| 2324/97 | **To consider planning applications and to receive Breckland District Council’s decisions made on any planning applications received before the meeting:**  No new applications.  BDC Decisions noted. |  |
| 2324/98 | **To consider any issues raised regarding NBPC amenities as follows:** |  |
|  | a. Grounds Maintenance – Nothing at this meeting. |  |
|  | b. Closed Churchyard – Ready for contractual weeding. |  |
|  | c. Cemetery – Faculty notice period has now expired awaiting chancellor`s response.  A parishioner has requested permission to reinstate a family headstone due to recent storm damage.  Inspection may be required of all headstones for Health and Safety. | **AT** |
|  | d. Allotments – all now let.  Allotment owners` feedback on cleared area usage – they are suggesting establishing a wildflower area and/or raised beds as an extension of children`s garden project. | **AT** |
|  | e. Play Area/ Cricket Pitch. Pressure washing of play equipment to take place in the Spring when weather improves. | **DC** |
|  | f. Public Footpaths.  Email from AB regarding Footpath 14, High London Farm, access issues. AB will speak to farmer before logging issues on Norfolk CC website.. | **AB** |
|  | g. Community Car Scheme – Co-ordinator is now Alice Cattermole 860136 |  |
|  | h. Street Lights – Nothing to report at this meeting. |  |
|  | i. Defibrillator – has been accessed and returned. No information regarding why it had been moved but it hadn`t been used. KH suggested ensuring postcode is on defibrillator. | **KH** |
| 2324/99 | **Key Documents for review:**  None |  |
| 2324/100 | **Correspondence received not considered elsewhere on this agenda:**  None |  |

The Meeting closed at 20:30

**The next meeting of the Parish Council will take place on Tuesday 9th April 7.00pm immediately followed by the Annual Parish Meeting at 8.00pm.**