

**MINUTES OF THE BEETLEY ANNUAL PARISH COUNCIL MEETING HELD FOR BEETLEY & EAST
BILNEY IN THE VILLAGE HALL ON THURSDAY 9th May 2024 AT 7.30 P.M.**

Present

Councillor J. Baldwin
Councillor J. Billings
Councillor M. MacArthur (Vice Chair)
Councillor P. Minchin
Councillor R. Richmond (Chair)

In Attendance

A. Leigh (Clerk)
R. Wade (R.F.O.)
District Councillor R. Atterwill.
District Councillor R. Duffield
1 Member of the Public.

Councillor Richmond opened the meeting.

1. **Election of Chair and the signing of the Acceptance of Office.** Councillor Richmond was proposed by Councillor Baldwin and seconded by Councillor Minchin. All were in agreement. Councillor Richmond accepted the office of Chair and duly signed the Acceptance of Office form..
2. **Election of Vice-Chair and the signing of Acceptance of Office.** Councillor MacArthur was proposed by Councillor Minchin and seconded by Councillor Baldwin. All were in agreement. Councillor MacArthur accepted the office of Vice Chair and duly signed the Acceptance of Office form.
3. **To consider apologies for absence.** County Councillor Mark Kiddle-Morris. The apology was accepted.
4. **To receive Declarations of Pecuniary Interest.** None.
5. **To sign as a correct record the minutes of the meetings held on Thursday 4th April 2024.** It was proposed by Councillor Minchin seconded by Councillor Baldwin, all were in agreement.
6. **To confirm the Community Car Co-ordinator and Deputy,** Angela Leigh was proposed by Councillor Richmond and seconded by Councillor Baldwin to be the Community Car Co-ordinator all were in agreement. It was proposed by Councillor Richmond and seconded by Councillor Baldwin, all were in agreement for Pat Williams being the Deputy.
7. **Finance.**
 - 7.1. **Budgets as circulated.** Councillor MacArthur raised some queries. The R.F.O. will look into them and will inform the Councillors.
 - 7.2. **Balances and cheques for authorisation as circulated.** This was proposed by Councillor Richmond and seconded by Councillor Baldwin that the balances and cheques were in order, all were in agreement. Angela Leigh (B.C.C. drivers pay April) £75.75, Clerks salary (April) £483.12, R.F.O. salary (April) £124.00, HMRC £151.40, Wave d/d £19.84, Beetley and East Bilney Village Hall Committee (hire of hall) £72, Robin Goreham (Internal Auditor) £75.00, Beetley and East Bilney Village Hall Committee (Textile recycling payment) £239.07, F.T.Grounds Maintenance (April grass cutting) £325.03, Interlogic £576.00.
 - 7.3. **Beetley Charity update.** Councillor Baldwin informed the Councillors that she had been in conversation with a representative of Barclays bank and that the cheque had not been cashed. further information will be sent to Councillor Baldwin. The matter of changing banks was raised all agreed that the time had come to do this. It will be an item on the June agenda.
 - 7.4. **To receive the Internal Auditors report and consider recommendations.** The report had been circulated to all Councillors by the R.F.O. it was proposed by Councillor Richmond and seconded by Councillor Baldwin that the report was acceptable all were in agreement.
 - 7.5. **To agree the accounts for the year ending 31st March 2024.** It was proposed by Councillor Minchin and seconded by Councillor Baldwin that the accounts were in order. All were in

agreement.

7.6. To approve the Annual Governance Statement in 2023/2024 AGAR (Annual Governance Annual Return. These were approved by all and the Chair and the Clerk signed the return.

7.7. To approve the Statement of Accounts in the 2023/2024 AGAR. Councillor Baldwin proposed and Councillor Minchin seconded that the statement of accounts was in order. All were in agreement. The Chair and R.F.O. signed the return.

7.8. To approve the Certificate of Exemption (to exempt from external audit.) This was agreed by all the Chair and R.F.O signed the certificate of exemption.

7.9. Recycling Payments. The recycling for textiles was £239.07 and a cheque had been raised to Beetley and East Bilney Village hall. The recycling for glass was £338.27. The glass recycling payment was much lower than previous years. It was felt that Parishioners were recycling their glass in the Black Breckland recycling bins rather than taking them to the bottle bank.

8. Reports from County and District Councillors. Public Participation.

8.1. Reports from County and District Councillors. The report from the County Councillor had been circulated to all Councillors by the Clerk. District Councillor Atterwill informed the meeting that the Breckland Community grant scheme is now open including health and wellbeing. The Local Plan goes to committee on Monday. Beetley parish is now a local service centre, this means an addition of 44 houses. The consultation will commence at the beginning of June for 6 weeks. He also mentioned the Pre-School who are in discussion with St. Mary's School regarding extra land. The Clerk informed him that the school had already been in contact with the Parish Council regarding the boundary on the playing field. The Clerk responded having discussed this with the Chair, no further contact has been received from the School at present concerning this.

8.2. Public comments. There was no public comments made.

9. Matters for report.

9.1. Speedwatch Beetley. The Beetley Speedwatch Co-ordinator reported that there had been 3 sessions carried out in April recording four vehicles at the limit or over on both the Elmham and Fakenham Road. The highest speed was on the Elmham Road at 40 mph further sessions are planned for May.

9.2. East Bilney Townlands. The Clerk reported that there had been several trees down and Ady's tree cutting services had dealt with them. There were also some which needed attention on Beetley Common which had also been dealt with. An invoice for the work will follow.

10. Highways.

10.1. Clerk to give feedback on ongoing Highway problems. The Clerk reported the marker post on the Drift had been replaced and AWA had replaced the concrete marker. The damage to the coping stone and the concrete post on the Bridge Fakenham Road East Bilney had been repaired today. The verge encroachment on the footpath Fakenham Road Beetley which had been reported last August to County Councillor Mark Kiddle-Morris was still outstanding, the Clerk has sent a further email to the County Councillor requesting an update.

10.2 To note any new problems within the Parish. Councillor Billings reported that there was a pothole on the junction of High House Road /Elmham Road also a further pothole was reported on High House Road outside Cosy Cottage. The Clerk would report these to N.C.C. Highways.

10.3. To receive a report from all Councillors on the footpaths. Councillor Billings reported that the small bridge on footpath FP4 had been replaced, all of the other footpaths were ok. Councillors Richmond and Baldwin reported theirs were satisfactory. Councillor Minchin had not been able to walk his due to his health. Councillor MacArthur reported that FP12 and FP13 were overgrown but these do not seem to be used by anyone, all his others were o.k.

10.4. Fakenham Road Beetley speed signs. Following a request from a Parishioner at a previous meeting the Clerk and the Speedwatch Co-ordinator had a site meeting on Fakenham Road with Westcotec the company who supply and fit flashing signs. It was discussed that the 30 mph VAS sign at the North end of Fakenham Road was very old and it was agreed it should be replaced. This sign is obscured by hedging and therefore it would be better to move it. The Westcotec representative had sent an email to the Clerk and the Co-ordinator suggesting an improved site. N.C.C. Highways had been contacted and have agreed to supply a new one and fit it in the new site as suggested. There will be no charge to the Parish Council. The order has been placed but it will take a few weeks for it to be supplied and fitted.

11. **Planning.**
Applications.
11.1. None had been received.
Decisions by Breckland Council.
11.2. **3PL/2024/0195/HOU Martyrs Cottage East Bilney.** Proposed wooden Summerhouse within the curtilage 2500 mm (w) x 1800 mm (d) x 2500 mm(h). **APPROVED.**
12. **Beetley River Meadows.**
12.1. **Monthly Play equipment inspections.** Councillor Billings informed the meeting that he had not carried out the April inspection but it would be done in the next few days.
12.2. **Annual Play equipment RoSPA 2024/2025 Inspection – To confirm the inspection.** the Clerk reported this would be carried out in June or July. The cost is £78, and the report would be sent to the Clerk and the invoice also.
12.3. **Dogs in Play Area.** A Parishioner had contacted the Clerk and complained that there are dogs getting under the gate into the Play Area. A discussion was held and it was agreed by all that there are several well maintained signs stating no dogs in the Play area and also the Parish Council has no powers of enforcement. The Clerk would reply to the Parishioner and state that no action would be taken and to advise that the Dog Warden does have the powers and this issue could be reported to him. The RoSPA Annual Play Area inspection will be carried out In June or July and if it is reported as an action the Parish Council will re-visit the issue.
13. **Parish Council matters.**
13.1. **Inspections :- Pavilion: Defibrillator.** Councillor MacArthur informed the meeting that he had checked the Pavilion and all was ok also the Defibrillator is in working order.
13.2. **Annual Insurance – Update.** The Clerk informed the meeting that the questionnaire which had been received from the Insurer had been completed. The confirmation is now awaited from the insurers that all as required is covered.
13.3. **C.A.N. membership.** It was proposed by Councillor Richmond and seconded by Councillor Minchin that the Bronze membership at the cost of £20 should be continued. All were in agreement. The Clerk would inform C.A.N.
13.4. **Beetley Parish Council community Car scheme update.** The new funding commenced on May 1st and the Drivers were pleased with the new arrangements. The passengers had been informed of the small increase in what they pay and there had been no objections. All of the passengers agreed that the scheme was very beneficial to them and would not want it to stop.
14. **Matters for next meeting (not for discussion).** Use of Sports Pavilion for a Sunday league Football team. The Biodiversity Policy, Bank Account change.
15. **To confirm the next meeting of Beetley Parish Council will be held on 6th June 2024 at 7.30 p.m. in Beetley Village Hall High House Road Beetley.**

The meeting closed at 21.04

Signed as a true and accurate record.....

Date signed.....