

**MINUTES OF THE PARISH COUNCIL MEETING HELD FOR BEETLEY & EAST BILNEY IN THE  
VILLAGE HALL ON THURSDAY 7<sup>th</sup> September 2023 AT 7.30 P.M.**

**Present**

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

**In Attendance**

A. Leigh. Clerk  
R. Wade. RFO  
District Councillor Roger Atterwill.  
2 Members of the Public.

1. **To Consider apologies for absence.** County Councillor Mark Kiddle-Morris – ill health, Councillor J. Billings – attending a Parish Councillor induction course. All were accepted.
2. **To receive Declarations of Pecuniary Interest.** None.
3. **To sign as a correct record the minutes of the meetings held on 06/07/2023 and the Planning meeting held on 07/08/2023.** The 06/07/2023 minutes were proposed by Councillor Baldwin and seconded by Councillor Richmond all were in agreement. The 07/08/2023 minutes were proposed by Councillor Richmond and seconded by Councillor MacArthur all were in agreement.
4. **Finance.**
  - 4.1. **Budgets as circulated.** It was proposed by Councillor Minchin and seconded by Councillor MacArthur that the budgets as circulated were in order, all were in agreement.
  - 4.2. **Balances and cheques for authorisation as circulated.** EON June Direct Debit £12.38, Beetley Village Hall (Textile bank payment) £240.05, RoSPA £127.80, CAN £80, WAVE 15/04/23-14/07/23 Direct Debit £19.66, NPTS (Councillor induction course) £44, Surelock Security £54, Clerks salary £451.92, R.F.O salary £115.80, HMRC £141.80, Mrs A. Leigh (B.C.C. driver payments) £141.85, F.T. Grounds Maintenance £309.35 (July grass cutting) F.T. Grounds Maintenance £478.19 (3 yearly grassed area cut), Terry Scott £27.42, CBR Business Solutions £14.40, EON July Direct Debit £12.79, Theatre Royal Surgery ( BCC driver medical fee) £50, PKF Littlejohn £252, Mrs A. Leigh (B.C.C. driver payments) £161.80, Clerks salary £451.92, R.F.O. salary £115.80, HMRC £141.80, Ady's Woodsplitting Services (E. Bilney boardwalk removal) £1550, F.T. Grounds Maintenance Ltd £309.35 (August grass cutting) CBR Solutions £14.40.
  - 4.3. **Barclays bank update / to consider changing banks.** It was agreed to put this decision on hold at the present time.
  - 4.4. **Charity Commission / Charity accounts update.** The RFO reported that she had received a mandate and it required signatures, the mandate was passed to Councillor Richmond who would deal with it and return it to the Clerk for passing onto the RFO when it was completed.
  - 4.5. **To consider the amalgamation of the Beetley Fuel Charity and the Beetley Charity.** The RFO informed the meeting that she had been in communication with the CCLA and had been informed that the Beetley Fuel charity was deregistered in 2009 and is no longer on the Charity Commission website, meaning the Beetley Fuel Allotment charity can no longer have an account with them. They advised to amalgamate the Beetley Fuel Allotment and the Beetley Charity which would then resolve the issue. The address for the charities would be the RFO's home address for future correspondence. It was proposed by Councillor Minchin and seconded by Councillor Baldwin that the two Charities should be amalgamated and the address changed to the RFO's home address, all were in agreement.
  - 4.6. **Update on the 2023 AGAR.** The RFO reported that it was now complete and all the required information was on the Beetley website.
  - 4.7. **To confirm the agreement of the updated Financial Regulations.** Councillor Richmond proposed and Councillor MacArthur seconded that the updated Financial Regulations were correct, all were in agreement.

**4.8. To note the Recycling receipts from Breckland Council.** Glass £1.015.09, Textiles £240.05. The Textile income had been passed onto the Village Hall Committee.

**5. Reports from County and District Councillors. Public Participation.**

**5.1. To receive reports from County and District Councillors.** County Councillor Mark Kiddle-Morris had sent a report to the Clerk which had been circulated to the Councillors. District Councillor Roger Atterwill reported that he was very disappointed in the lack of Breckland Council meetings from the Summer months until present. There had been a Planning committee held but with a small agenda. He would speak to the Breckland Council leader about the lack of meetings. He also reported that Breckland had a 5 year Housing supply at present. He expressed his concern that there had been no response from the Beetley Village Hall Committee in his request for a meeting to be held with the Beetley Pre-School in connection with part of the Playing fields being used as a site for the Pre-School to relocate due to larger premises required and the current mobile being in a very bad repair. Apparently the Village Hall Committee had informed the Pre-School that they could not use the playing field. Councillor Richmond asked if the Pre-School had contacted N.C.C. to enquire if there would be space at the Gressenhall Museum. District Councillor Atterwill said they had contacted N.C.C. and that there was no space available. Councillor Richmond said he would contact Norfolk County Councillor Mark Kiddle-Morris and ask him to take the request forward.

**5.2. Public comments.** A Parishioner enquired if the Parish had a SAM2 speed sign as he was a member of Beetley Speedwatch team and felt it would be a good to have it on Elmham Road. He was informed that there was not a SAM2 sign. Councillor Richmond asked the Clerk to enquire if a SAM2 sign could be purchased through the N.C.C Parish Partnership Scheme and the costs of one together with how it could be used. District Councillor Atterwill stated that a SAM2 sign can only be in one location for a maximum of 4 weeks at any one time. The Clerk will contact the Beetley Speedwatch Co-ordinator to inform him of this discussion.

**6. Matters for report.**

**6.1. Breckland Mobile Food Store.** No further information had been received.

**6.2. Speedwatch Beetley.** There had been 4 sessions held in August with 15 vehicles being recorded at the limit or over on Fakenham Road and Elmham Road. During July 2 sessions had taken place and 4 vehicles were at the limit or over.

**6.3. Boardwalk East Bilney Townlands.** The Clerk reported that the Boardwalks had been removed and disposed of.

**6.4. Beetley Community Car Scheme.** There had been no further volunteers come forward from the request which is on the Beetley website. This request was to be placed at the Village Hall and hopefully at Beetley Church and the Elmham G.P. surgery.

**6.5. PPG meeting 19<sup>th</sup> July & 6<sup>th</sup> September.** Councillor Richmond reported that at the July meeting there was good news that the telephone calls and appointments were being dealt with better. He had sent his apologies for the September meeting as it was only a meeting to discuss the Terms of Reference.

**6.6. NWT Hoe Rough - Beetley River Meadows project meeting 12<sup>th</sup> July.** Councillor Minchin reported that he and Councillor Billings had attended and several NWT staff and volunteers were also present. The new bridge which NWT had installed to make a circular walk around Hoe Rough and Beetley River Meadows will have a walkway installed from the Bridge onto the Meadows. NWT expressed their thanks for the input from Beetley Parish Council and the interest shown in the project.

**7. Highways.**

**7.1. Clerk to give feedback on ongoing Highway problems.** The Clerk informed the meeting that she had reported the footpath on Fakenham Road Beetley from High House Road junction to East Bilney was very overgrown, Highways stated it was a long stretch of road and requested a specific area which was the most overgrown. She had replied informing them that the footpath between the Halfpenny Lane junction going North towards East Bilney to the School Road junction was the most overgrown she also requested for the brambles to be cut back. To date no further communication had been received. The East Bilney lakes signage attached to the Street Furniture issue, County Councillor Mark Kiddle-Morris informed the Clerk that they will be removed in the next few days, this goes back several months. There is no further update on the

request by a Parishioner to extend the yellow lines near the School on Elmham Road. Councillor MacArthur informed the meeting that his request for the verge to be cut along School Road Old Beetley would be cut at the end of September. The dropped kerb for the crossing of Elmham Road which is not to specification is still with N.C.C. Highways/legal team for the developer to correct.

**7.2. To note any new problems within the Parish.** No new problems raised.

**7.3. To receive a report from all Councillors on the footpaths .** Councillors Baldwin, Richmond Minchin reported their footpaths were satisfactory. Councillor MacArthur stated footpaths 8/9/10/12 are satisfactory but where footpaths 11 and 13 diverge behind the Church he thinks there is a sign missing, the clerk will contact Highways for confirmation. The tree roots which are growing on footpath 15 ( the path alongside the School playing field from Fakenham road ) will be shaved down to make the footpath easier to walk.

**7.4. Parish Partnership Scheme bids -2024/2025.** A bid may be placed for a SAM2 sign, this will be discussed at the next meeting when more information has been obtained.

**8. Minerals and Waste submission plan-update.** There had been no further update.

**9. Planning.**

**Applications.**

**9.1. 3PL/2023/0740/F** Proposed flat roof extensions creating larger main hall, new storage and drying facilities and new kitchen. Beetley Scouts Group Scout Hut Corner off Stoney Lane and Fakenham Road Beetley. NO OBJECTION

**9.2. 3PL/2023/0683/H** New flat roof to rear and new single storey side extension . 6 Fakenham Road Beetley. NO OBJECTION

**9.3. TRE/2023/0206/TPO** T1 & T2 Oak reduce to a radius of not less than 7 m over garage and Garden. 5 Birch Avenue Beetley. NO OBJECTION

**Decisions by Breckland Council.**

**9.4. 3PL/2023/0424/HOU** 17 Ashley Road Beetley. Erection of 1.8 m high fence to enclose Garden area. **APPROVED**

**9.5. 3DC/2023/0533/HOU** Retrospective Planning Permission for the installation of French Doors to the first floor of the rear elevation together with addition of a Juliet Balcony. 24 Ashley Road Beetley. **APPROVED**

**9.6. 3PL/2023/0740/F** Beetley Scout Hut corner of Stoney land and Fakenham Road Beetley. Proposed flat roof extensions creating larger main hall, new storage and drying facilities and new kitchen. **APPROVED**

**10. Beetley River Meadows.**

**10.1. Monthly play equipment inspections.** Councillor Minchin reported that he had noted that the remedial work as identified by the RoSPA report had been completed on the Basketball/Football area and that he would do a full report on the play equipment area when the work had been completed. The Clerk reported that there had been broken glass and bottles in the Play area the previous Friday evening and Councillor Billings and his father had kindly cleared them on the Saturday morning.

Councillor Billings had reported to the Clerk that a Parishioner had requested that an over hanging Laurel bush be cut back. The Councillors agreed that the Parishioner had the right to cut it back and deposit the cuttings on the other side of their fence which is the Meadows land. The Parish Council would not carry out this work as their request.

**10.2. To consider a litter bin for the Basketball/Football area.** The cost to purchase a new bin would be approximately £250. Breckland Council now charge £238.98 per year per bin to empty any new bin which has been installed. It was agreed that this cost was too much in the current economic climate and could be addressed at a later date.

**10.3. RoSPA 2023 report.** The issues raised on the report are being dealt with. Quotations had been received from G&G Fencing for the fence/gate repairs and NGF for the replacement of the matting for the Nest Swing. Councillor Billings did the repair to the Basketball/Football frame. Councillor Richmond proposed and Councillor Minchin seconded that the quotations were accepted all were in agreement.

**10.4. To note fallen Willow trees removed- To consider a tree copping programme.** The Clerk reported that all the fallen willow trees had been removed. A lengthy discussion was held concerning a tree copping programme. It was agreed by all not to go ahead with this.

**10.5. To confirm acceptance by the National Lottery of the change of contacts.** The records have been update.

**10.6. 3 Year rota-grassed areas update.** The 3 year rota cut has been carried out and all were in agreement that the grassed area was looking good.

**10.7. No BBQ/Fires signage approval of expenditure.** A Parishioner had informed Councillor Minchin that some people had lit a fire near to the 'Beach' area . Councillor Minchin had a word with the people concerned and asked that they make sure the fire was completely out before they left. It was suggested by Councillor Minchin that signs were displayed stating no BBQ/Fires. The Clerk contacted Terry Scott who kindly supplied a price for 7 signs , one to be fixed at each entrance to Beetley Meadows and one at the 'Beach' area and one at the Picnic Bench area. The cost for 7 is £63.63 + vat. Councillor Baldwin proposed and Councillor Minchin seconded that the signs should be purchased. All were in agreement. Councillor Billings had agreed to fit the signs when received.

**11. Open spaces.** Councillor Baldwin stated the Bottle bank at The New Inn was ok. There was no other matter reported.

**12. Parish Council matters.**

**12.1. Inspections:- Pavilion : Defibrillator.** Councillor MacArthur reported that the stop cock was difficult to open and when it was opened there was no water supply. He will contact Terry Scott for him to advise where the Water Meter is as the water may have been turned off there. Councillor MacArthur is reporting the defibrillator monthly checks on the "Circuit" data base and the "Webnos" data base.

**12.2. Parish Council website.** The updating and the maintenance of the website is now being carried out by NPTS which is working well and is up to date.

**12.3. Remembrance Wreath 2023 . To agree donation.** The Clerk had been informed that the Remembrance Wreath this year will cost £27.50 it was agreed to purchase this and to add a donation of £12.50 making a total of £40. It was proposed by Councillor Baldwin and seconded by Councillor Minchin all were in agreement

**12.4. Beech Tree "The Patch" Old Beetley.** Councillor MacArthur reported that the Beech Tree required the bottom branches to be removed as they were obscuring the sign. It was agreed that the Clerk would contact Ady's Woodsplitting Services and ask that Ady contacts Councillor MacArthur to arrange a site visit.

**12.5. To confirm the updated Regulatory Documents, all to be reviewed in 12 months.** All the updated documents had been circulated to all Councillors and updated on the website. It was proposed by Councillor Minchin and seconded by Councillor Baldwin that they were correct, all were in agreement.

**13. Matters for next meeting (not for discussion).** Parish Partnership bid.

**14. To confirm the next meeting of Beetley Parish Council will be held on Thursday 5<sup>th</sup> October 2023 at 7.30 p.m. in Beetley Village Hall High House Road Beetley.**

The meeting closed at 21.25.

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

Date signed.....