

**MINUTES OF THE PARISH COUNCIL MEETING HELD FOR BEETLEY & EAST BILNEY IN THE  
VILLAGE HALL ON THURSDAY 5<sup>th</sup> September 2024. AT 7.30 P.M.**

**Present**

Councillor R. Richmond (Chair)  
Councillor M. MacArthur.  
Councillor P. Minchin.

**In Attendance**

A .Leigh. Clerk  
R. Wade. RFO  
4 Members of the Public.

1. **To Consider apologies for absence.** Parish Councillor John Billings, District Councillor R. Duffield, County Councillor Mark Kiddle-Morris .The apologies were accepted .The proposer for these apologies was Councillor Minchin the seconder was Councillor Richmond all were in agreement.
2. **To receive Declarations of Pecuniary Interest.** None received.
3. **To sign as a correct record the minutes of the meeting held on Thursday 11/07/2024.** It was proposed by Councillor Richmond and seconded by Councillor Minchin that the minutes were true and accurate, all were in agreement.
4. **Resignation of Councillor Joanne Baldwin.** The Chairman informed the meeting that Councillor Baldwin had sent a letter to him giving her resignation from the Parish Council due to work commitments. The Chairman was sorry that she had to resign and thanked her for the input over several years. The Clerk had informed the Returning Officer at Breckland Council and a Notice Of Vacancy had been issued.
5. **Finance.**
  - 5.1. **Budgets as circulated.** It was proposed by Councillor Minchin and seconded by Councillor Richmond that the budgets as circulated were in order, all were in agreement.
  - 5.2. **Balances and cheques for authorisation as circulated.** Wave d/d £20.84, Angela Leigh (Community Car drivers pay July) £77.60, Rebecca Wade (PAYE reimbursement for June) £51.10, NGF Play Ltd £739.20, NPTS £225, Glasdon UK Ltd., £258.48, Angela Leigh (gift card reimbursement) £30, Ady's Wood Splitting Services Ltd. £180.00, EON (July) d/d £14.47, John Billings (Amazon purchases) £15.03, Angela Leigh (Clerk salary August), £483.12, Rebecca Wade (R.F.O. salary August) £123.80, HMRC £151.60, F.T.Grounds Maintenance £325.63, EBM Managed Services Ltd £14.87, Angela Leigh (Community Car drivers pay August) £73.80. It was proposed by Councillor Minchin and seconded by Councillor Richmond that these were correct, all were in agreement.
  - 5.3. **Charity Account update.** A letter had been sent to Barclays bank and a response had not yet been received.
  - 5.4. **Change of bank update.** The R.F.O. informed the meeting that the new account should be opened in readiness for the October meeting.
  - 5.5. **To agree to appoint Robin Goreham as Internal Auditor 24/25.** It was proposed by Councillor Minchin and seconded by Councillor Richmond that Robin Goreham should be the Internal Auditor for 2024/2025. All were in agreement.
  - 5.6. **To agree to appoint an Internal Audit Control Officer.** This was discussed and Councillor Minchin offered to be the Internal Audit Control Officer. He would liaise with the R.F.O. regarding this. Councillor Richmond proposed and Councillor MacArthur seconded that Councillor Minchin should take on this role. All were in agreement.
6. **Reports from County and District Councillors. Public Participation.**
  - 6.1. **To receive reports from County and District Councillors.** No report had been received from County Councillor Mark Kiddle-Morris. District Councillor Atterwill informed the meeting that there is a boundary review taking place for all of the Breckland Wards. Beetley will be with North Elmham

with just one Breckland Councillor, therefore it will go back to single member wards as it was several years ago. This is likely to be implemented in May 2027. Car parking charges in Breckland had been discussed at the July/August cabinet meeting. No public consultation had been carried out therefore at present no decision has been made.

**6.2. Public comments.** A member of the public raised the planning application regarding Shrublands and that he was concerned about the Parish Boundary. District Councillor Roger Atterwill informed him that it had been passed. The Parishioner then asked about a Village Plan. The Chairman informed him that these are very costly and that a lot of work and dedication is required. District Councillor Roger Atterwill went into lengthy detail informing him about the Village Plan which Swanton Morley have. This involves commitment not only from the Parish Councillors but from the residents to create a Steering Group. This group would need to meet on a monthly basis and a Consultant employed. It takes a minimum of 2 years to create and has to be reviewed every 5 years to update it. At present in the Breckland Local plan there are 44 houses required for Beetley Parish, there are several pieces of land which Developers and land owners have put forward for the Breckland Planning department to consider. Due to the new Government the total of houses for Breckland to build each year has increased from 661 houses to 939 therefore there could be an increase to the 44 allocated to Beetley Parish. The Chair informed the Parishioner that the Parish Council would need to discuss if a Village Plan for Beetley was to be taken forward and thanked him for his comments. Another Parishioner raised the issue of the consultation for the addition of a Restricted Byway at Common Drift Gressenhall and Beetley. This had been discussed at Gressenhall Parish Councils last meeting where it was reported that they had been against it and so had Beetley Parish Council. It was confirmed that Beetley had replied to Norfolk County Council's consultation stating that Beetley Parish Council was against it. When further information is received from Norfolk County Council concerning this consultation it will be included on the agenda. The Chairman thanked the Parishioner for the comments raised concerning this.

## **7. Matters for report**

**7.1. Speedwatch Beetley.** The Clerk informed the meeting that there had been no Speedwatch sessions carried out in August but there would be some in September.

**7.2. Beetley Football team.** There had been one match played, it is the Sunday league which the team play in. Invoices would be produced on a monthly basis during the football season.

**7.3. Meeting at Beetley Common.** Councillor's Richmond, MacArthur, Minchin, Billings and the Clerk had met Ady of Ady's Woodsplitting Services Ltd at the Common. A walk around the Common was very beneficial.. The Councillors thanked Ady for the excellent maintenance he carries out and agreed with him that several trees required to be cut back/felled.

**7.4. Hedge encroachment onto the footpath.** The Clerk informed the meeting that she had received several complaints about hedge encroachment onto the footpath in River View Beetley. A letter had been sent to the owner of the property asking for it to be cut back by the 5<sup>th</sup> September 2024. If this had not taken place Norfolk County Council would be informed for them to take action. The hedge had now been cut back.

**7.5. SNAP meeting 29<sup>th</sup> July 2024.** Councillor Richmond had attended this meeting and reported he had attended via the internet link . The three key issues at present are anti-social behaviour in Dereham, speeding in Dereham town centre and Villages, theft in local shops .

## **8. Highways.**

**8.1. Clerk to give feedback on ongoing Highway problems.** The Clerk had contacted County Mark Kiddle-Morris regarding issues which had been raised with him. Non cutting of the verge at School Road Old Beetley, poor condition of the road surface on Church Road East Bilney to Brisley Common, Verge encroachment B1146 Fakenham Road (first reported August 2023), Field Lane Old Beetley overgrown footpath and ownership of the land. These issues had been passed to the Highways Engineer to report back to the Clerk. The pothole at the junction of Elmham Road/High House Road had been repaired.

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

**8.3. Parish Partnership to consider bids for next year.** This will be discussed at the October meeting.

**8.4. To receive a report from all Councillors on the footpaths.** Councillor Richmond reported all of his footpaths were good, Councillor Minchin and Councillor MacArthur confirmed theirs were also satisfactory.

## 9. Planning.

### Applications.

**9.1. 3PL/2024/0486/F Land and Building West of Folly Lane and North of School Road Beetley.** Change of use, conversion and extension of a brick and flint agricultural building, and land within its curtilage, to a self-build dwelling with new build cart lodge attached. This was discussed, Councillor Minchin proposed and Councillor Richmond seconded that there was no objection, all were in agreement.

**9.2. 3PN/2024/0032/PNE Hillcrest Bittering Street Beetley.** Prior approval for proposal to erect a single storey rear extension projecting from the original rear wall by 6.07 m deep, with a maximum height of 3.40 m. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)-Schedule 2, part Class A (Prior approval). This was discussed, Councillor Minchin proposed and Councillor MacArthur seconded that there was no objection to this application all were in agreement.

### Decisions made by Breckland Council.

**9.3. TRE/2024/0134/TPO The Potting Shed 16B Fakenham Road Beetley. TPO2006-35 6 Oak Trees and 3 other Trees.** TPO Work Consent.

## 10. Beetley River Meadows.

**10.1. Monthly Play Equipment inspections.** As Councillor Billings was away the Clerk had not received the play inspection report.

**10.2. RoSPA inspection report update.** The Clerk informed the meeting that all of the work had been completed.

## 11. Parish Council matters.

**11.1. Inspections :- Pavilion, Defibrillator.** Councillor MacArthur reported that the Pavilion was in good order and there were no problems with the defibrillator.

**11.2. Biodiversity policy action plan.** This is deferred to the October meeting.

**11.3. Regulatory documents Annual review.** These documents were reviewed by the Chair, Vice Chair, Clerk and R.F.O. during August. The amendments required :- a new Standing Order, Financial Regulations and Risk assessment. The revised documents had been circulated to all Parish Councillors. A discussion took place, Councillor Richmond proposed and Councillor MacArthur seconded that these were adopted. All were in agreement. The Clerk to update the Website.

**11.4. To approve NPTS maintenance of Beetley Parish Council website.** This was proposed by Councillor Richmond and seconded by Councillor Minchin that this should continue for the next year, all were in favour.

**11.5. Roosting Hill Fisheries.** The Clerk reported a letter had been sent regarding the renewal of permissions from the Parish Council for Roosting Hill Fisheries concerning Beetley Common. A reply had been received stating that the access to the Lake had been accessed by a different area and not over the Common as previously, therefore no permission had been sought. It may be different next year and if the access over the Common is required permission would be requested.

**12. Matters for next meeting (not for discussion).** Neighbourhood Plan, Verge Cutting, Partnership Scheme, Biodiversity Action Plan, Footpaths Reallocation, Snap Meeting 04/09/24.

**13. To confirm the next meeting of Beetley Parish Council will be held on Thursday 3<sup>rd</sup> October 2024 7.30 p.m. at Beetley & East Bilney Village Hall High House Road Beetley.**

The meeting closed at 21.09

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

Date signed.....