

MINUTES OF THE PARISH COUNCIL MEETING HELD FOR BEETLEY & EAST BILNEY IN THE
VILLAGE HALL ON THURSDAY 3rd April 2025 AT 7.30 P.M.

Present

Councillor R. Richmond (Chair)
Councillor M. MacArthur.
Councillor P. Minchin.
Councillor J. Billings
Councillor D. Howard (after co-option)

County Councillor Mark Kiddle-Morris.
District Councillor Roger Atterwill.
1 member of the Public.

In Attendance

A. Leigh. Clerk
R. Wade RFO

1. **To Consider apologies for absence.** Parish Councillor Peter Lawton, District Councillor Richard Duffield. These apologies were accepted the proposer was Councillor MacArthur the seconder was Councillor Richmond, all were in agreement.
2. **To receive Declarations of Interest.** Councillor Billings declared an interest in item 6 type B.
3. **To sign as a correct record the minutes of the meeting held on Thursday 6th March 2025.** It was proposed by Councillor Minchin and seconded by Councillor Billings that the minutes were true and accurate, all were in agreement.
4. **To consider the co-option onto the Council -Deborah Howard.** The Councillors discussed this co-option and it was proposed by Councillor Richmond and seconded by Councillor Minchin all were in agreement. The Declaration of Office was signed by Deborah Howard and the Clerk.
5. **Finance.**
 - 5.1. **Budgets as circulated 2025/26.** It was proposed by Councillor Richmond and seconded by Councillor Minchin that the budgets as circulated were in order, all were in agreement.
 - 5.2. **Balances and cheques for authorisation as circulated.** T.H.Scott & Son £210, Angela Leigh (purchase of batteries) £5.00, Angela Leigh Community Car drivers March pay £97.70, Clerks salary (March) £502.50, R.F.O. salary (March) £128.80, HMRC (March) £157.60, R. Clements & Sons Ltd £180.00, Unity Bank-service charge £6.00, Community Heartbeat £146.34. It was proposed by Councillor Billings and seconded by Councillor Minchin that these payments were correct. The payments this month will be approved online by Councillor Richmond and Councillor Billings.
 - 5.3. **Charity Account update.** The RFO passed a COIF form to Councillor Richmond and Councillor MacArthur for their signatures. This will enable the Charities dividends to be paid into the new bank account.
 - 5.4. **Change of bank update.** The RFO informed the meeting that all was going well and it was agreed not to have this as a standard agenda item in the future.
 - 5.5. **Reserves statement.** The R.F.O. had circulated this to all Councillors. It was proposed by Councillor Minchin and seconded by Councillor MacArthur that is was acceptable all were in favour.
 - 5.6. **Financial regulations.** The R.F.O had circulated to all Councillors a minor amendment this was discussed and Councillor Billings proposed and Councillor MacArthur seconded that the amendment was correct. All were in agreement.
6. **Beetley & District Pre-School new site update.** It was agreed to have a meeting with the Pre-School representatives and representatives from the School and Norfolk County Council. This would be before a meeting with the Parish Council's solicitors is held. The main discussion will need to be the terms of the agreement. The Pre-School may not be able to attend a meeting

with the Parish Council's solicitor as they requested as it may be a conflict of interest. The Clerk would contact the Pre School and ask them to put forward some dates when they could meet and to obtain dates from The School and Norfolk County Council. The Clerk would then advise the Councillors of the availability of the 3 parties for them to agree a date for the meeting, the Clerk would book the Village Hall when the date was agreed.

7. **Dereham Meeting Point update.** It was discussed and suggested to donate £250 from the Charity fund towards the upkeep of the mini bus used by Meeting Point clients. It was Proposed by Councillor Richmond and seconded by Councillor MacArthur that £250 should be donated all were in agreement with this.

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

8.1. To receive reports from County and District Councillors. County Councillor Mark Kiddle-Morris informed the meeting that he would contact the School crossing patrol manager to find out when a survey would be carried out on Fakenham Road following a request from a Parishioner to have a school crossing patrol person back to assist the safe crossing of the road for the School children when going to school. The number 22 bus which is used in Beetley is being rescheduled by N.C.C. a letter will be sent to the Parish Council to advise if the timetable is to be changed. N.C.C. and Breckland Council have sent in an interim proposal to the Government regarding Devolution / LGR. and a further proposal has to be sent by September. An issue was raised concerning a new hardstanding on Elmham Road. Mark Kiddle-Morris requested details of the location and photographs and he will ask for an investigation by the Highway Boundary team. District Councillor Roger Atterwill informed the meeting that Breckland are now calling for more sites for the Breckland Local plan in particular for travellers sites and for energy regeneration such as onshore wind farms and solar energy. Barnham Broom has now been sold. R.W.E the offshore wind company have grants available not for everything but basically for the funding of energy efficiency and environmental friendly use.

8.2. Public comments. None.

9. **Matters for report**

9.1. Speedwatch Beetley. The Clerk reported that due to lack of volunteers there had been no sessions carried out in March. The Norfolk Camera Enforcement team continued to attend on a number of occasions to support the Speedwatch team. It was agreed for the Clerk to contact the Speedwatch Co-ordinator to ask if an advertisement for more volunteers be placed on the 3 village notice boards or the website.

9.2. Common Drift Public Right of Way application. Norfolk County Council had raised an Order for the Common Drift to be a restricted by way. The order will come into force in due course. Beetley Parish Council had sent in their comments that they were in agreement with it.

10. **Highways.**

10.1. Clerk to give feedback on ongoing Highway problems. The Clerk reported The lights on a drive way on Fakenham Road had now been removed as instructed by the N.C.C. Highway Boundary team. The pothole on School Road was still outstanding and the Clerk has forwarded it to the County Councillor to progress. The damaged sign which was caused by a RTA and was outstanding since last October is now planned to be reinstated by 22nd May. The reason it has taken this length of time is due to the unique nature of the construction. The cross road sign which is missing from the High House Road Elmham Road junction is booked in to be replaced in the in the coming months but no month has been given.

10.2. To note any new problems within the Parish. The hardstanding on Elmham Road which which had previously been discussed for the County Councillor to take forward.

10.3. To receive a report from all Councillors on the footpaths. Councillor Richmond reported that his footpaths were ok, Councillor Minchin's were ok. Councillor MacArthur informed the meeting that on footpaths 11/13 which is behind the Church the waymarker had fallen over again due to the rotted post, he had reported this to N.C.C. all other footpaths were ok.

Councillor Billings footpaths were ok other than a few brambles which he would cut back. It was agreed to review the responsibility of the footpaths at the next meeting to include Councillor Howard.

10.4. Verge cutting Beetley Parish. This was not discussed, it will be on the May agenda for discussion.

11. Planning.

Applications.

11.1. PL/2025/0220/FMIN Otters Mead Elmham Road Beetley. Change of use from Holiday Let Owners/Managers lodge with all year occupation. This was discussed and proposed by Councillor Billings and seconded by Councillor Minchin that no objection is raised. All were in agreement.

11.2. 3PL/2025/0385/VAR The Shrublands Gressenhall Road Beetley. Variation of condition(s) 2 & 6 on planning permission 3PL/2022/1414/F. The Councillors could not access this application on the Breckland Planning Portal. The Clerk had requested an extension to the response time until May 3rd which had been agreed. This will be discussed at the next meeting on May 1st. The Clerk would inform the Planning Officer of the difficulties in accessing the information. **Decisions made by Breckland Council.**

11.3. NONE

12. Beetley River Meadows.

12.1. Monthly Play Equipment inspections. Councillor Billings had carried out the inspection there were several issues which needed attention. Councillor Billings would purchase some screws to repair some of the items. It was agreed that the Clerk should contact NGF for a site meeting to discuss other items which he could not repair and required advice on. The slats on the benches also require attention and Councillor Billings will try to source some replacement slats.

12.2. Grass cutting contract first cut. The first cut of the year was carried out yesterday (Wednesday) by the new Contractors and Councillor Billings and the Clerk agreed that it had been cut as per the contract and they were very pleased with the work carried out.

12.3. Beetley & District Pre-School Annual Duck Race 4th May 2025. It was proposed by Councillor Minchin and seconded by Councillor Richmond that the permission should be given to the Pre-School to hold this event. All were in agreement, the Clerk would inform the Pre-School of the decision. The Clerk would contact the grass cutting contractors and ask that viewing sites are cut along the bank as near to the 4th May as possible.

13. Parish Council matters.

13.1. Inspections :- Pavilion, Defibrillator. Councillor MacArthur reported that the Pavilion's electrical system had now been inspected and would need re inspection in 5 years' time. The replacement water heater was now installed and is working.

Councillor MacArthur had received a message stating that the Defibrillator may have been used but when checked it had not. New pads had been ordered and received, they only have a 2 year life span.

13.2. Biodiversity Policy Action Plan. A representative from NWT had walked Beetley Common with Ady and had advised that a couple of parts could be cleared of bracken and hopefully the heather would return. The Clerk will organise this with him, it would only be a minimal cost as the volunteers which he has would assist with this work. This would then be included in the Action Plan. This was proposed by Councillor Minchin and seconded by Councillor Billings to pay for the removal of the bracken by the Mid Norfolk Volunteer group all were in favour. The Clerk will contact Aaron Brown the NWT officer and inform him to go ahead Ady will also be advised..

13.3. Beetley brick sign / outside of School Elmham Road update. The work had not yet commenced.

13.4. East Bilney Noticeboard. Councillor MacArthur informed the meeting that the noticeboard in East Bilney is still outstanding for repair and he has not been able to source any plastic posts at present but will continue to do so or look into another type of post which would not rot.

14. Matters for next meeting (not for discussion). Re-allocation of Footpaths to Councillors. A Planning portfolio Councillor.

15. To confirm the next meeting of Beetley Parish Council. The Annual Parish meeting will Commence at 7.00 p.m. followed by the Annual Parish Council meeting on Thursday 1st May 2025 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..... 1st May . 2025 .