

**MINUTES OF THE PARISH COUNCIL MEETING HELD FOR BEETLEY & EAST BILNEY BY ZOOM ON  
THURSDAY 4<sup>th</sup> MARCH 2021 AT 7.30 P.M.**

**Present**

Councillor S. Boyce (Chair)  
Councillor J. Baldwin  
Councillor P. Metcalf  
Councillor R. Richmond  
Councillor T. Scott (after Co-Option)

District Councillor R. Duffield  
District Councillor R. Atterwill

Eight members of the public.

**1. Apologies for Absence.**

Apologies for absence had been received from County Councillor M. Kiddle-Morris.

**2. To receive Declaration of Pecuniary Interests.**

There were no DPLs.

**3. Minutes of the previous meeting**

Councillor Richmond proposed and Councillor Baldwin seconded the resolution that the minutes of the previous meeting held on 4<sup>th</sup> February 2021 having been circulated be approved. All were in favour and the minutes were duly signed by the Chairman of the meeting.

**4. Co-option.**

Councillor Metcalf proposed and Councillor Baldwin seconded the Co-option of Mr. Terry Scott onto the Parish Council. All were in favour.

**5. Fund raising for Beetley Play Area.**

Recent fund raising was £89 from a virtual quiz, £50 bunting made by a parishioner, £100 donation which gives a total of £239 making a total of £335 in the 'Just Giving Page' which will sit there until required. The next event planned is an Easter egg hunt charging £2 per child. Morrison's have donated 100 Easter eggs. A supporting document will be forwarded again to Elle for use when applying for grant funding. The working party representative explained there are three options, £26000 for a climbing frame £28000 for a climbing frame and trim trail and £68000 to refurbish the whole area. District Councillor Atterwill stated the match funding from Breckland Council will recommence in the new financial year and he offered to assist with obtaining funding. The Parish Council was informed that the national lottery would not fund a project where the Parish Council does not contribute.

**6. Public participation.**

**6.1 County and District Councillors reports**

There was no report from the County Councillor.

District Councillor Duffield stated that there may be funding through section 106. Breckland Council had produced a balanced budget and a band D property would pay an extra £4.95 per annum.

District Councillor Atterwill stated that there is no section 106 money and Breckland Council has not adopted the Community Infrastructure Levy. 75% of properties in Breckland are in bands A to C so will not pay the full increase. A £65000 hardship fund has been created. Breckland Council has adopted a Climate and Sustainability Strategy and will announce in future a community green grant fund. Breckland Council's partnership with another council is still under review.

**6.2 Public participation.**

There were no matters raised by the public.

## **7. Matters to report.**

### **7.1 Pre-School.**

The Clerk reported that he had received a communication from the Parish Councils solicitors who had received a request from a parishioner's solicitor requesting clarification on the land. The Clerk informed the Parish Councils solicitor that the land would not be sold or rented out. The Chairman had tried to contact the Parishioner as the Parish Council are very mindful of costs involved with solicitors but he had received no reply. Subsequently the Clerk had received communication from the parishioner and he had responded to state that the Parish Council had no intention of selling or renting the land, which had received planning permission from Breckland Council. The Parish Council will not grant permission for works to be carried out on the land. The Clerk had received communication from another parishioner asking the same question and he had replied the same.

### **7.2 Vacancy on the Parish Council.**

The period during which electors might request an election to fill the casual vacancy caused by the resignation of Henry Johnson had elapsed. The Parish Council may now fill the vacancy by Co-option.

### **7.3 Annual Parish meeting.**

It was agreed to hold the Annual Parish meeting on April 1<sup>st</sup> @ 7.00 on Zoom followed by the April Parish Council meeting. The Clerk will send invites to all of the organisations within the parish to send in a report. The Clerk will send the notice of the meeting to the Pre-School and the Play Area Working Party for it to be published on their face book page.

### **7.4 Textile Bank.**

The Clerk reported that the tonnage rate for the textile bank for this financial year would be £59.30 per tonne compared with £282.61 per tonne last year. The Clerk is trying to clarify from Breckland Council this large reduction.

### **7.5 Bank Mandates.**

The bank mandates for the charity accounts had been amended so all mandates now have the same signatories.

## **8. Highways.**

### **8.1 Report on Highway matters.**

Holt Road had been closed and the Clerk had not been informed of this. This caused problems on Hall Road and Sorrell Lane and if the Clerk had been informed he would have requested that HGV vehicles would not be allowed to use this route. The Clerk had reported that the sign for road narrows etc., in East Bilney had slipped down and Norfolk County Council are going to resolve the problem. Flooding in Old Beetley outside of Southview had been reported to the County Councillor, as this had been ongoing for a year. There is flooding again at the top of the hill near Rawhall Lane. Norfolk County Council had put in a culvert several years ago which had obviously now had become blocked and Norfolk County Council had replied stating it would be resolved.

### **8.2 New problems.**

Councillor Richmond asked the Clerk who maintains Peacock Lane, the Clerk replied that it is the responsibility of Norfolk County Council. Norfolk County Council do occasionally ask Anglian Water to fill in the potholes on Peacock Lane and Common Lane. The Clerk will inform the County Councillor of this problem. Councillor Richmond informed the meeting that there are several potholes along Fludges Lane to Brisley and outside of the Boat House on Church Road East Bilney. The Clerk will report this to Highways.

### **8.3 Report on footpaths.**

Councillor Boyce reported that he had not walked FP 17, and FP18 was all clear. Councillor Richmond reported that the footpaths he walks are satisfactory. Councillor Metcalf reported that FP14 was all clear and FP15 is very boggy. Councillor Baldwin still had not walked her footpaths. Councillor Scott agreed to walk the footpaths in Old Beetley and the Clerk will forward a map to him. The Clerk will also forward an updated Footpath list to all Parish Councillors.

### **8.4 Local Highway Partnership Scheme.**

Councillor Baldwin informed the meeting that the flashing speed signs on Fakenham Road have now been installed. The Clerk advised that the decision on the current years bid will be decided this month.

## 9. Planning.

### 9.1 Applications

#### 9.1.1 3PL/2021/0131/HOU – Flint Cottage Fakenham Road East Bilney- construction of new single storey/single bay garage.

Councillor Metcalf proposed and Councillor Richmond seconded the resolution that no objection be raised. All were in favour.

#### 9.1.2 3PL/2020/1392/F-The Shrublands Gressenhall Road-Residential Development of 6 dwellings (with demolition of existing bungalow). Amendment-Scheme reduced by 1; layout changed, garage omitted from frontage plot, ecology survey submitted.

The Clerk had responded to Breckland Council reiterating the Parish Councils previous comments. There has been a further amendment, which included a bat barn. The Parish Council will reiterate again its previous comments and had no objection to the bat barn.

#### 9.1.3 3PL/2021/0025/HOU – 2 Ashley Road – Erection of porch to front of property.

Councillor Baldwin proposed and Councillor Richmond seconded the resolution that no objection be raised. All were in favour.

### 9.2 Decisions

The following decisions were noted.

#### 9.2.1 3PL/2020/0750/F- Beetley and District Play School Elmham Road-replacement of current mobile unit with a purpose built preschool building. O Approved

#### 9.2.2 3PL/2020/1294/F-Vale Farm Barns Stoney Lane-First floor extension over existing lean-to Element of main barn (Approval granted for conversion to residential under previous application 3PL/2009/0207/F). Renovation of dilapidated stables building and conversion to residential Annexe to remain associated with main dwelling.

Re-roofing of pole barn with photovoltaics. O Approved

#### 9.2.3 3PL/2020/1243/F North End Farm 7 Elmham Road -Conversion of existing barn to dwelling, construction of 2 no. new dwellings, extension to existing car lodge, and new double garage and access to existing house. O Approved

The Clerk had received a communication from a parishioner asking if this decision could be appealed against. The Clerk replied stating that only the applicant could appeal. Neither local residents nor the Parish Council can appeal if they disagree with the decision.

## 10. Beetley River Meadows.

### 10.1 Report on the Area.

Councillor Metcalf reported that it was drying out extremely slowly but is still very muddy. The moles had disappeared. The Chairman asked if Councillor Scott could team up with Councillor Metcalf to carry out the play area inspections. Both Councillors agreed to this.

## 11. Open Spaces.

### 11.1 Report.

There was nothing to report.

### 11.2 East Bilney Townlands.

The Clerk reported that the hedge had been cut.

### 11.3 Beetley Common.

The Clerk advised the meeting that he had again emailed Foxburrow Farm stating that he had not had a reply to the previous email of the 11<sup>th</sup> February 2021. Councillor Richmond informed the meeting that there was no tyre marks or any form of damage to the Common when he visited last weekend.

## 12. Finance

### 12.1 Budget.

Councillor Richmond proposed and Councillor Baldwin seconded the resolution that the budget which had been circulated be approved. All were in favour.

### 12.2 Balances and cheques for authorisation.

Councillor Metcalf proposed and Councillor Richmond seconded the resolution that the balances and cheques for authorisation which had been circulated be approved. All were in favour.

#### Balances:-

#### **Barclays Community Account.**

Balance at 31 12 20	15451.65
Plus	<u>0.00</u>
Balance at 31 01 21	15451.65
Less cheques authorised 01 01 21 - £757.94	
D/Debit E-on 19 01 21 - £111.96	<u>769.90</u>
Balance at 31 01 21	14681.75
Less unrepresented cheques authorised 03 12 20 - £160.00	
unrepresented cheques authorised 04 02 21 - £1430.79	<u>1590.79</u>
Balance at 04 02 21	13090.96
Float for Community Car co-ordinator	<u>250.00</u>
Balance at 04 02 21	13340.96
Play Area funds	<u>2006.00</u>
Balance at 04 02 21	15346.96

Amount available for Section 137: 1213 x £8.32 = £10092.16

Spend to Date: 18.00

Cheques for authorisation:

317	B J Leigh	Monthly Contract February 572.85 less PAYE -101.00	471.85
318	HMRC	PAYE February	101.00
319	Mrs A Leigh	Drivers Payments Community Car-February	TBC
320	Zoom	Monthly Contract March	14.39
321	T H Scott & Son	Hedge Cutting East Bilney Town Lands	144.00
322	B J Leigh Annual re- imbursement.	Mileage 88 miles @.45 per mile = £39.60 Telephone-60.00 Use of Home as Office- £200.00 Postage £39.19	338.79
323	Electronic Office Solutions	Photocopier charges	14.35
324	Julia Bloomfield	Website Maintenance.	75.00

### **12.3 Contribution to Play Area Fund**

After a lengthy discussion it was proposed by Councillor Metcalf and seconded by Councillor Baldwin that £3000 be ring fenced for a contribution to the Play Area Fund. All were in favour. The precept will have to be raised over the next year or possibly two to recover this amount.

### **12.4 Computer Support and Storage of Data to the Cloud.**

The Chairman stated that the modern method of storing Parish Council files is in the Cloud and not on memory sticks. It is a more secure method and the files can be retrieved from any computer by the Chairman or Clerk. The cost for this and for computer support throughout the year is £35 per month. Councillor Baldwin proposed and Councillor Boyce seconded the resolution that Interlogic be given the contract. All were in favour

## **13. Correspondence for Circulation.**

The following correspondence will be circulated.

### **13.1 Clerks and Councils Direct.**

## **14. Matters for next meeting (not for discussion).**

There were no matters raised.

## **15. Date of next meeting**

This was confirmed as Thursday April 1<sup>st</sup>. 2021 to follow the Annual Parish Meeting via Zoom.

## **16. Exclusion of the Press and Public.**

Councillor Richmond proposed and Councillor Boyce seconded the resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the public and press in view of the

confidential nature of the business about to be conducted namely the Clerk's contract and salary.

**17. Clerks Salary 2021-2022.**

Councillor Boyce proposed and Councillor Metcalf seconded the resolution that the Clerk be paid for 45 hours per month at SCP17. The payment for use of home as office to be £220 per annum and the cost of telephone to be £75 per annum mileage is to be paid at .45pence per mile. All were in favour.

**18. Clerks Contract.**

The Chairman stated that when he was on the Chairman's training course the matter of death in service of a Clerk had been raised. There is nowhere in the standard contract of employment which includes death in service. The Parish Council may make a discretionary payment if it so decides. This is covered by the Local Government Act 2011 S.I 2011 2954. There is also a clear explanation in the Local Council Administration hand book (Arnold Baker).

Currently the Clerk has no contract of employment and the Chairman feels that the Clerk should have a contract of employment.

Councillor Boyce proposed and Councillor Metcalf seconded the resolution that the contract of employment which had been circulated to all be approved with the amendment to 45 hours per month not per week. All were in favour.

The meeting closed at 21.42