

**MINUTES OF THE BEETLEY PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON
THURSDAY 6th July 2023 AT 7.30 P.M.**

Present Councillor J. Baldwin
Councillor M. MacArthur (Vice-Chair)
Councillor P. Minchin
Councillor R. Richmond (Chair)
Councillor J. Billings Co-opted onto the Council at the meeting.
A. Leigh. Clerk
R. Wade. R.F.O.

In Attendance District Councillor R. Atterwill.
4 members of the Public.

A presentation by Middleton Aggregates Ltd., regarding their plans for a proposed extension to East Bilney Quarry (Phases 15 &16) Beetley Norfolk, with two associated variation of condition applications was given prior to the commencement of the Parish Council meeting. 3 Members of the public were present.

1. **To consider Apologies for Absence.** District Councillor R. Duffield may be late, there were No other apologies.
2. **To receive Declaration of Pecuniary interests.** None received.
3. **To sign as a correct record the minutes of the meeting held on 1st June 2023.** It was proposed by Councillor Minchin and seconded by Councillor Baldwin that the minutes were true and accurate.
4. **To consider the Co-option of John Billings onto the Parish Council.** Councillor Richmond proposed and seconded by Councillor Minchin that this Co-option is accepted. all were in agreement. Councillor Billings signed the Acceptance of Office the Clerk witnessed the signature and duly signed and dated it.
5. **Finance.**
 - 5.1. **Budgets as circulated.** It was proposed by Councillor Minchin and seconded by Councillor Baldwin that the budgets as circulated were in order, all were in agreement.
 - 5.2. **Balances and cheques for authorisation as circulated.** Clerks salary £451.92 R.F.O. salary £129.86. HMRC £141.60. Gallagher-Annual insurance £1417.50. Environment Agency £68.00. Mrs A .Leigh (Community car drivers payments) £165.05. EON 1st May-31st May Direct Debit £12.79. Beetley & East Bilney Village Hall £72.00 Ady's Wood Splitting Services Ltd £120.00. Electronic Office Solutions Direct Debit £24.96. F.T. Grounds Maintenance Ltd £309.35. The cheque for F.T.Grounds Maintenance was added to the list (June grass cutting). Councillor Baldwin proposed and Councillor Minchin seconded that all were in order. All were in agreement.
 - 5.3. **Agar 2023 update.** The R.F.O. informed the meeting that the Agar was completed and the forms had been submitted on the 5th June an email had been received stating they were waiting to be processed by the External Auditors.
 - 5.4. **Barclays bank update and to decide the Signatories.** Councillor Richmond had received an email from Barclays bank, he thought it was a scam and therefore had not responded .The R.F.O is still waiting for the bank statements to be mailed to her address, at present the Clerk is receiving them. The R.F.O had contacted the bank on several occasions to ask for this but only the signatories are permitted to request this. Councillor Richmond will progress this with Barclays and request a bank mandate. It was discussed to add Councillor MacArthur as a signatory. Councillor Minchin proposed and Councillor Baldwin seconded that this was acceptable, all were in favour.
 - 5.5. **To consider changing banks.** The R.F.O. explained how the Unity bank operate there is a £6 monthly fee and to process the change it is fairly easy. District Councillor Atterwill stated that Swanton Morley Parish Council (of which he is the Chair) make payments on line

and use Barclays bank. It was agreed to discuss the change of banks at the September meeting.

5.6. Charity Commission. The Fuel allotment Charity and the Beetley Charity will be looked into by the Chair, Vice Chair, R.F.O and the Clerk next week outside of the meeting. This will be reported on at the September meeting. The COIF Charity accounts are still using the previous Clerks address, it was agreed the address should be changed to the R.F.O.'s address. The Current Trustees of the Beetley Fuel Allotment Charity are Councillor Robert Richmond and Angela Leigh Clerk to the Council. Two of the current Trustees as listed on the Charity Commissions website of the Beetley Charity are Councillors Malcolm MacArthur and Robert Richmond.

5.7 To agree the expenditure for John Billings to attend the induction course for Parish Councillors. It was proposed by Councillor Minchin, seconded by Councillor MacArthur all were in favour of this expenditure.

6. Reports from the County and District Councillor. Public participation.

6.1. To receive reports from the County and District Councillors. District Councillor Roger Atterwill reported that the Breckland Housing allocation had been refused, There are 1634 on the waiting for houses , last year only 400 had been housed. Of the 1634 118 are emergency cases there are not enough houses being built. Breckland District Council are now a registered Housing Provider. 1.6 million pounds have been allocated to them to purchase houses to accommodate those on the list. He also reported that Vattenfall, the company who are proposing to lay cables across part of the County, (there will be cables laid at the end of Swanton Morley) will have a community funding scheme next Summer of several million pounds to be made available over the next 15-25 years. He will keep the Parish Council updated on this scheme. Breckland Council are currently funding the installation of car charging points in the District (Plug in Norfolk) the criteria is not clear as to who will pay for the electricity. County Councillor Mark Kiddle-Morris was not in attendance but has sent a report to the Clerk who had forwarded it onto the Councillors.

6.2. Public comments. A member of the Public informed the meeting that a considerable amount of hedgerow had been removed from the Beetley part of Bittering Street and a large gate had been erected and tarmacked drive laid, this all took place on a Saturday when Breckland Council could not be contacted. The member of public had since contacted Breckland Council planning asking if a planning application had been submitted, no planning application had been received. The member of Public has also spoken to Norfolk County Council Highways department about the drive way and was informed that an Officer would go out to site to inspect it. Another member of the Public had spoken to N.C.C. Highways and was also informed it would be inspected, also Breckland Council Planning had stated that it will be pursued. Whilst the members of public were Informing the Councillors the Chair had taken the meeting " out of Committee ". He then put the Meeting back " into committee " for a discussion to take place by the Councillors. The Councillors all agreed that the hedgerow should not have been removed at this time of the year and that the two members of the Public had correctly informed the two Authorities who had the powers to deal with this issue. The Parish Council has no powers to enforce matters such as this. The Chair stated the Officers of Breckland Council and Norfolk County Council are accountable to visit The site and put in place what actions are needed to resolve the issue. The Clerk would contact County Councillor Mark Kiddle-Morris to make him aware of the issue, Breckland Councillor Richard Atterwill was at the meeting so it was not required to appraise him of the situation.

7. Matters for report.

7.1. Breckland Mobile Food Store. District Councillor Atterwill stated that it was a possibility that Beetley would be taken off the route as it had not had many members sign up. The Parish Council had not received any communication about this.

7.2. Speedwatch Beetley. Councillor Richmond had made a request when he was at a SNAP meeting that a list of those who had been prosecuted to be sent to the Clerk on a monthly basis. The Clerk had been contacted and had been passed to several sections of the Police to ask that for the information to be supplied on a monthly basis. The last comment made to her was that the Beetley Speedwatch Co-Ordinator receives this information but it is not this information which is supplied to him. Councillor Richmond will again ask at the next SNAP meeting for the information to be sent to the Clerk on a monthly basis. The Beetley Speedwatch Co-ordinator had sent an email to the Clerk advising that two Speedwatch sessions had

been held in June and 6 vehicles had been driving over the speed limit. A further volunteer had joined the Beetley team which now makes a total of 6 members.

7.3. Boardwalk East Bilney Townlands. A quotation had been received from one of the Contractors who had visited the site and the cost to replace the boardwalks would be in excess of £16000 minimum. The Clerk had chased the other Contractor who visited the site for an estimate and to date a quotation had not been received. The Clerk will again contact the Contractor for the quotation and would circulate to all the Parish Councillors when received. both Contractors said their quotation would be submitted on the understanding that access to carry out the work would be from the adjacent field. It was too dangerous on the Fakenham Road for the materials to be taken across it . It was agreed also that the Clerk would contact Ady's Woodsplitting for a price to dismantle the boardwalks and remove the wire netting. When this had been received it would be circulated to all the Councillors.

8. Highways.

8.1. Clerk to give feedback on ongoing Highway problems. The Clerk reported that the The signs to East Bilney Fishing Lakes Café were fixed to the Street Furniture and should therefore be removed. The crossing on Elmham Road which is not to specification, this has been ongoing for nearly 2 years, is now with N.C.C. legal team to deal with. The tree which has been obscuring the 20 mph flashing sign on Fakenham Road has now been cut back, this has been an issue for several months and two letters from N.C.C. Highways had been sent to the owner of the tree. District Councillor Atterwill had sent information to the Clerk regarding the presentation of N.C.C. Highways section given to Breckland Councils Overview and Scrutiny, the Clerk had forwarded it onto all Councillors for their information. The Parish Council felt the verge cutting this year was very good and the Clerk will pass their thanks on. The Clerk reminded all that if the visibility at road junctions became difficult due to the grass growth County Councillor Mark Kiddle-Morris was to be informed and he would ask Highways to deal with it.

8.2. To note any new problems within the Parish. District Councillor Atterwill informed the meeting that several residents had mentioned to him that there was several large tree roots on the footpath from Fakenham Road through to the Woods, causing difficulty in walking also the footpath was becoming overgrown. The Chair said he would look into this, the roots are from Cherry trees which had been cut down several years ago, these trees were on the edge of the School playing field and the footpath. They had been removed by the Parish Council as the roots were growing into the gardens of properties.

8.3. To receive report from a Councillors on the footpaths/review allocation of footpaths. Councillor Richmond stated his were good, Councillor MacArthur said that footpath 10 had not been cut, the Clerk would contact the owner to ask for it to be cut. Councillor Baldwin reported her footpaths were ok. A discussion took place regarding the allocation of footpaths to be walked by Councillors which was necessary due to two previous Councillors footpaths now not being walked. It was agreed that footpaths CRB1, FP2,FP3, FP4 Councillor Billings would walk and footpaths FP17, CFP18 Councillor Minchin would walk. Councillor Richmond stated that if the Councillors were not sure where the footpaths were he would show them.

8.4. Parish Partnership bids 2024/2025. Norfolk County Council require any bids by December. The Chair asked all Councillors to give some thought to this. It would be on the September, October, November agendas for further discussion.

9. Minerals and Waste submission plan – update. The latest information received from County Councillor Mark Kiddle-Morris was that the Longwater Gravel Co. application may go to the N.C.C. Planning Committee in September. He will keep the Clerk updated.

10. Planning .

Applications.

10.1. 3PL/2023/0533/HOU 24 Ashley Road Beetley. Retrospective planning permission for installation of French Doors to the first floor of the rear elevation. The Chair took the meeting "out of committee " and asked one of the Parishioner to read out her objection to this application. The main reason was that the privacy of her garden would be overlooked. It could not be used as a fire escape as there was no way down to the ground without having to jump approximately 10 feet. The plastic screen which had been erected recently was 9-10 feet high and the suggestion of a plastic screen for wildlife was totally unacceptable more harm would be done to the environment rather than helping it. Another Parishioner

stated that she was in total agreement of what had been read out and added that the applicants had taken total disregard to neighbours opinions. The Chair thanked the two Parishioners for their comments and took the meeting back "into Committee". The Councillors held a lengthy discussion and felt that they should support the two Parishioners and other Parishioners who had placed objections to this application on Breckland Councils Planning portal. It was an invasion of privacy and a plastic wildlife screen was definitely not acceptable. It was proposed by Councillor Minchin and seconded by Councillor Baldwin that this application is objected to all were in favour.

Decisions by Breckland Council.

10.2. 3NM/2023/0055/NMA North End Farm 7 Elmham Road Beetley. Amendments to 3PL/2020/1243/F Re-configuration of plot 3 ground floor to extend living room and Reduce the integral garage to single bay (Non Mat Minor Amend) PERMISSION.

10.3. 3PL/2023/0542/HOU The Lymes 9 Fakenham Road Beetley. Single storey rear extension to garage/store. PERMISSION.

11. Beetley River Meadows.

11.1. Monthly play equipment inspections. Councillor Minchin passed the completed Inspection sheets to the Clerk and had noted that there was a considerable amount of rubbish in the Football/Basketball area and suggested a waste bin be installed. The Clerk will contact Breckland District Council to ask if a bin in this area could be added to the bin emptying schedule and if so would there be a charge to the Parish Council. If there was no charge the Clerk would get the price of a bin and advise the Councillors at the September meeting.

11.2. Annual Play Equipment RoSPA 2023/2024 inspection. The Clerk informed the meeting that this should have been carried out during June and had not taken place, she will contact the company who have been instructed to do this.

11.3. Ground Bees update. The nest had been inspected by a Bee swarm co-ordinator and he advised that a badger had disturbed the nest and the bees would settle down in a few days, the bees have now settled down.

11.4. Grass areas, 3 year rota update. Councillor Billings and the Clerk met the grass cutting contractors and Aaron Brown of NWT to discuss the rota. Aaron Brown suggested that the grass is cut in July each year this approach will allow wildflowers to bloom and set seed in two out of the 3 year rota. This will also take advantage of its highest biomass and nutritional content, stripping nutrients out of the grass which would normally be reabsorbed to encourage growth of other species. Aaron also advised that the self-seeded saplings be removed and the Hawthorn around the border to remain but this is not actually required as there is plenty of scrub at present. Brambles to be cut and left on site. Councillor Billings read out a report he had written giving more detailed information. The Clerk had discussed the July cutting with the grass cutting contractors and they will be able to do this in July as suggested.

11.5. Play equipment training £40 per person. Councillor Minchin and Councillor Billings are able to attend this training. Councillor Richmond proposed and Councillor Baldwin seconded that the expenditure was acceptable, all were in agreement. The Clerk will book the training course.

11.6. National Lottery Funding documentation: change of contact. The National Lottery will have a legal interest in the Play Area for five years. The Clerk and Councillor Minchin will be the new contacts.

11.7. NWT invitation to attend project celebration, Hoe Rough-Beetley River Meadows. Councillor Billings will attend on behalf of the Parish Council and Councillor Minchin also although he will be late. A report will be given at the September meeting.

12. Open Spaces.

12.1. To receive a report and note any problems. There was nothing to report.

13. Parish Council matters.

13.1. Inspections :- Pavilion : Defibrillator. Councillor MacArthur had checked the Pavilion and had a problem with unlocking the door. He will contact a Locksmith to investigate. Councillor MacArthur had checked the defibrillator and all was in order he will complete the online Webnos check form. The Clerk had received communication from the Ministry of State concerning a National based database called "The Circuit". Councillor MacArthur will contact Community Heartbeat to ask what are the regulations for the recording of defibrillators.

13.2. Annual Insurance - update. The Clerk informed the meeting that the insurance was all

in place for the forthcoming year and the invoice had been paid.

13.3. Parish Council Regulatory documents. A separate meeting will be held with the Chair, Vice Chair and Clerk to review these and it will be reported on at the September meeting for approval. The R.F.O will review the Financial Regulations and update the Councillors on any amendments which need to be made. These will also be agreed at the September meeting.

13.4. Breckland Design Guide online Workshop 20th July. District Councillor Roger Atterwill felt this workshop would be too overwhelming and the Councillors agreed not to attend.

13.5. Breckland Mobile Deployable Surveillance cameras. The Clerk had circulated this information to all Councillors. The offer of these cameras was discussed and it was agreed that there was no need for them in the Parish.

13.6. Breckland Parish & Town Councils signage. None to be purchased.

14. Matters for next meeting (not for discussion). Items as minutes state to be brought forward.

15. To confirm the next meeting will be held on Thursday 7th September 2023 at 7.30 p.m. in Beetley Village Hall High House Road Beetley.

The meeting closed at 21.35.

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

Date signed.....