

**MINUTES OF THE PARISH COUNCIL MEETING HELD AT BEETLEY & EAST BILNEY
VILLAGE HALL ON THURSDAY 9 MAY 2019 AT 7.30 P.M.**

Present

Councillor J O'Donovan (Chair)
Councillor M Rose
Councillor J Baldwin
Councillor H Johnson
Councillor A Leigh
Councillor J Mayhew
Councillor R Richmond

District Councillor R Atterwill

Five members of the public.

Prior to the commencement of the meeting the Declarations of Acceptance of Office of Member were duly signed and witnessed.

In the part of the meeting open to the public a parishioner stated that the school had said children are spending too much time on computer games and should get outside more. He wished to start a bike club on Beetley River Meadows which would be supervised by an adult. The insurance is to be checked and a risk assessment done and it may be necessary to change the signs as cycling is not allowed. This is to be on the agenda for next month. The Chairman thanked the parishioner for bringing the matter to the Parish Council.

1. Election of Chairman.

Councillor Leigh proposed and Councillor Rose seconded the resolution that Councillor O'Donovan be elected Chairman. All were in favour and Councillor O'Donovan was duly elected Chairman. The Declaration of Acceptance of Office was duly signed and witnessed. Councillor O'Donovan assumed the Chair and thanked the members for voting her as Chairman again. She welcomed Councillor Johnson to the Parish Council.

2. Election of Vice-Chairman.

Councillor O'Donovan proposed and Councillor Leigh seconded the resolution that Councillor Rose be elected Vice-Chairman. All were in favour and Councillor Rose was duly elected Vice-Chairman. The Declaration of Acceptance of Office was duly signed and witnessed.

3. Apologies for absence.

Apologies for absence had been received from County Councillor M Kiddle Morris and District Councillor R Duffield.

4. Declarations of Interest.

Councillor Richmond declared a DPI under Appendix A in Agenda Item 12.1.2 having put in parcels of land to the Local Development Framework. Councillor Mayhew declared a DPI under Appendix B in Agenda Item 14.3 being the father of the person requesting.

5. Minutes of the Previous Meeting.

Councillor Rose proposed and Councillor Richmond seconded the resolution that the minutes of the meeting held on Thursday 4 April 2019 having been circulated be approved. All were in favour and the minutes were duly signed by the Chairman.

6. Councillors Responsibilities.

6.1 Planning.

Councillor Mayhew.

6.2 Deputy for Planning.

Councillor Rose

6.3 Grass Cutting and safety Inspections at Beetley River Meadows.

The Clerk.

6.4 Monthly Safety Inspections at Beetley River Meadows Play Area.

Councillor Johnson

6.5 Bottle Bank.

Councillor O'Donovan.

6.6 Footpaths.

All Councillors had specific footpaths and Councillor Johnson will take over the two that have previously been done by Councillor Mayhew.

6.7 Community Car Coordinator.

Councillor Leigh.

6.8 Inspection of Pavilion and Defibrillator.

Councillor O'Donovan.

6.9 Planning Advisory Committee.

Councillors O'Donovan, Mayhew and Rose.

6.10 SNAP meetings and Patient Participation Group.

Councillor Richmond.

6.11 Councillor to check Financial Documents.

Councillor Rose.

7. Deputy Community Car Coordinator.

Mrs Pat Williams was confirmed as deputy coordinator.

8. Internal Auditor for 2018/19.

Max Bergin was confirmed as the Internal Auditor.

9. Signatories for the Barclays Account.

Councillors Baldwin, O'Donovan and Richmond be authorised to sign and that 2 signatories are required for each cheque. All were in favour.

10. County and District Councillors Reports.

District Councillor Atterwill reported that he had had two days of intensive training. He suggested that the Parish Council look at developing a Neighbourhood Plan as there is no design guidance in the Local Plan and the Neighbourhood Plan could influence any garden development. He stated that there are 3000 on the waiting list for housing at present and there is no plan for affordable homes.

11. Matters to Report.

11.1 Duck Race.

The Clerk reported that the Duck Race raised £1446.37 for the Pre-School. The duck race was a massive success and the Pre-school thanked the Parish Council for the additional cutting around the river and its support for the event.

11.2 Revised Bus Service

Councillor Rose stated that the service to Norwich on a Wednesday is fine now after a few teething problems with the route and timings. Councillor Leigh stated that the Tuesday service to Dereham was initially 40 minutes late but is now running about 8 minutes late. Most of the passengers had not realised that they could go to Tesco and come back to Dereham within the time allotted. The Clerk had listed these times separately on the timetable and Councillor Leigh will distribute these on the bus and these will also be in the

next edition of the Beetley Buzz. The Clerk reported that he had been thanked by the officer at Norfolk County Council for the feedback sent and he was a little disappointed with Sanders Coaches for the way that this was handled in the first place.

11.3 Pre-School Building.

The Clerk reported that the Solicitor had confirmed that it would be beneficial to contact all the landowners affected by the covenant and the Clerk will discuss this with the pre-School.

11.4 Report from the SNAP Meeting.

Councillor Richmond reported that the three priorities are rural crime, although this has reduced by 40%, drug dealing which is contributing to theft to finance the drug addiction and cycling on the pavements. The meeting was held at the Police Station as Breckland Council's offices were not available because of the elections. It was agreed at the meeting that the SNAP meetings would in future be held every three months instead bi-monthly.

11.5 Update from the meeting with the Leader of Breckland Council.

The Clerk has still not received the weekly lists for planning and no answer received regarding the housing problem as the Executive Member growth had replied that he was in the middle of an election. Now the election is over he will be chased again.

11.6 Delivery of the Beetley Buzz.

The Clerk had received a complaint from a parishioner in Beech Road who had not received the Beetley Buzz for several months. The Clerk had e-mailed Councillor Baldwin who is still looking into why none had been delivered. The Clerk had delivered a Beetley Buzz to the lady and apologised. Councillor Johnson agreed to take over the delivery of the Beetley Buzz for Elmham Road, Common Lane and Peacock Lane.

11.7 Grit Bin.

The new grit bin had arrived and it was agreed to offer the old one to Litcham Parish Council.

12. Planning.

12.1 Applications.

12.1.1 3PL/2019/0410/HOU-Windermere 43 Elmham Road-proposed single storey extensions internal alterations and enlargement of existing garage.

Councillor Richmond proposed and Councillor Rose seconded the resolution that no objection be raised.

12.1.2 3PL/2019/0393/F- Plot adjacent Redroofs 73 Fakenham Road-erection of two detached dwellings.

Councillor Richmond withdrew from the meeting.

The meeting was adjourned.

A parishioner raised concerns about the speed of vehicles on this section of Fakenham Road and that further vehicles exiting onto it would be a highway safety issue.

The meeting was reconvened.

The Clerk outlined the history of the site. Councillor Mayhew informed the meeting that there was a long objection from highways regarding the site.

Councillor Mayhew proposed and Councillor Johnson seconded the resolution that an objection be raised on the grounds of highway safety and that it is outside the settlement boundary. All were in favour.

Councillor Richmond rejoined the meeting.

12.1.3 3PL/2018/1143/D-Flint Cottage Fakenham Road East Bilney-details of erection of 1 dwelling with integral garage following outline approval

3PL/2017/1452/O

The meeting was adjourned.

A parishioner informed the meeting of the visit by officers to look at the site and that it had been suggested that a site visit by the Planning Committee be requested. The Clerk had requested this but it does not appear as though the Chairman on the Planning Committee will allow it. There was a lengthy discussion regarding the application with the parishioners who felt let down by Breckland Council over this application.

The meeting was reconvened.

Councillor Rose proposed and Councillor Mayhew seconded the resolution that an objection be raised for all the reasons previously submitted to Breckland Council. As this is to go to the Planning Committee on 28 May Councillor Mayhew will speak on behalf of the Parish Council.

12.2 Decisions.

12.2.1 3PL/2019/0252/HOU-the Rectory Church Road Old Beetley-re-build kitchen, new ground floor extension and new window to en-suite.

N/O

Approved

12.3 Enforcement.

12.3.1 Shorthorn Nurseries.

The Clerk had received notification that there should be a planning application seeking temporary consent for a mobile home whilst the garden centre grows.

12.3.2 Otters Mead.

Councillor Baldwin had not contacted the owner as she stated that she did not know who would be elected to the Council. She will arrange for Councillor Mayhew and herself to visit the site.

12.3.3 Droning Noise.

Councillor Baldwin informed the members that batteries had been changed at the landfill site and she will contact Norfolk County Council regarding the problem if it persists.

12.3.4 East Bilney Quarry.

A complaint had been received from a parishioner about aggregate lorries using the B1146 prior to the permitted working hours. Norfolk County Council, had been informed and the quarry had been monitored and some irregularities noted. The owner has therefore been contacted by Norfolk County Council.

12.3.5 Beech Road.

The Clerk will contact Breckland Council regarding a flue on the front of a dwelling.

13. Highways and Transport.

13.1 Report on Highways Matters.

The Clerk had contacted Norfolk County Council regarding the Local Highway Partnership scheme for a trod to the Scout Hut. The Highways Engineer had responded and he is having the works designed. A parishioner had contacted the Clerk regarding potholes at the junction of Beech Road and Wood Drive, these had been inspected but were not found to be at intervention level but they will continue to monitor them. Norfolk County Council is to continue to monitor the hedge on Elmham Road which again is not at intervention level.

The pothole on School Road Old Beetley at the junction with Church Road had been repaired.

13.2 New problems.

The ironworks on Fakenham Road which had dropped will be reported as will the loose 30 m.p.h. sign on School Road.

13.3 Footpaths.

Norfolk County Council had sent letters to the landowners of the footpaths regarding spraying off the fields to allow access. There had been an increase in dog fouling on the footpaths in East Bilney. The problem with the bridges on FP6 had been reported.

13.4 FP6.

The Clerk had contacted the Assistant Director for Highways regarding the ongoing problems with having FP6 accessible. He had replied and it is hoped that progress will be made now. The County Councillor had informed the Clerk that a solution may have been found to the blocking up and diversion of this path. There may be more details for the next meeting.

14. Beetley River Meadows.

14.1 Report.

The dog fouling has become worse. Fenland Leisure had been to site but had not had enough wet pour to do the job so will be coming back. A quotation from S Cole for £420 to fell the trees on the Meadows had been received. Councillor Mayhew proposed and Councillor Leigh seconded the resolution that this be accepted. All were in favour. The Clerk had informed the parishioner who had said many thanks. The Clerk will check the grass cutting.

14.2 RoSPA Inspection.

This will take place in June/July as normal.

14.3 Bike Club.

This is to be on the next agenda.

15. Open Spaces.

15.1 Problems.

The trods need maintenance some are more grass than trod and the trod at East Bilney has been badly rutted when it has been run over. The trees on the land next to the school car park had been felled over the school Easter holidays and the parishioner had thanked the Parish Council for arranging for the trees to be removed. Norfolk County Council had been contacted to repair the footpath. The mats to identify reptiles on Beetley Common had been laid on 16 April.

15.2 Maintenance at East Bilney Town Lands.

It was agreed unanimously that Councillor Richmond and the Clerk will check the area and when necessary have the same areas cut as last year.

15.3 Woodland Opposite the New Inn.

Councillor Richmond had been contacted by the owner and the Clerk had subsequently spoke to him. This woodland has no public right of way through it but the landowner is quite willing for it to be used. He closes the area to the public for at least one day a year to protect his rights. An article will be placed in the Beetley Buzz explaining this.

16. Finance.

16.1 Budgets.

The budget sheets and financial information had been circulated and Councillor Richmond proposed and Councillor Mayhew seconded the resolution that these be approved. All were in favour.

16.2 Membership of CAN.

Councillor Baldwin proposed and Councillor Rose seconded the resolution that the Parish Council be Bronze non-voting members at a cost of £20. All were in favour.

16.3 Balances and Cheques for Authorisation.

Councillor Richmond proposed and Councillor Mayhew seconded the resolution that the balances and cheques for authorisation be approved. All were in favour.

Balances

Barclays Community Account

Balance at 28 02 19

05/19

20104.04

Page 5 of 7

Plus	Litcham Parish Council-89.08 Tittleshall Parish Council-17.34 Horningtoft Parish Council-23.31 Mileham Parish Council-9.60	<u>139.33</u> 20243.37
Less	Cheques authorised 07 03 19-1846.05 D/Debit E-on-7.79	<u>1853.84</u>
	Balance at 31 03 19	18389.53
	Less unpresented cheques authorised 04 04 19-	<u>1880.37</u>
	Balance at 04 04 19	16509.16
	Float for Community Car co-ordinator	<u>250.00</u>
	Balance at 04 04 19	16759.16

Amount available for Section 137: 1213 x £7.86 = £9534.18

Spend to Date: £141.18

Cheques for authorisation:

159	B J Leigh	Monthly Contract April 557.55 plus 11.5 hours @ 12.012=138.14 less PAYE 133.80	561.89
160	HMRC	PAYE April	133.80
161	Mrs A Leigh	Drivers Payments Community Car-April	174.55
162	T H Scott & Son	Hedge Cutting Elmham Road	129.60
163	Eastern Office Equipment	Stationery	42.90
164	Norfolk ALC	Membership	307.46
165	S Cole	Felling of Trees	1440.00
166	M Bergin	Internal Audit	24.00
167	Glasdon UK Limited	Grit Bin	177.83
168	Electronic Office Solutions	Monthly Copying Charge	25.39
169	CAN	Membership	20.00
170	National ALC	LCR Membership	17.00

16.4 Donation to Beetley Common Advisory Committee.

Councillor Rose proposed and Councillor Johnson seconded the resolution that £200 be donated as last year. All were in favour.

16.5 Annual Governance Statement for the Year ending 31 March 2019.

The Clerk explained that as the expenditure was greater than £25000 this financial year the Parish Council could not exempt itself.

This had been circulated and Councillor Mayhew proposed and Councillor Richmond seconded the resolution that this be approved. All were in favour.

The Annual Governance Statement was duly signed by the Chairman and the Clerk

16.6 Accounting Statement for the Year ending 31 March 2018.

This had been circulated and Councillor Rose proposed and Councillor Mayhew seconded the resolution that this be approved. All were in favour.

The Accounting Statement was duly signed by the Chairman and Responsible Financial Officer.

16.7 Recycling Payment.

The Clerk informed the meeting that this would be £1150.92 which is £706.71 for glass and £444.21 for textile. This compares with £527.21 and £455.75 for last year respectively.

The textile payment will be passed onto the Village Hall Management Committee.

17 Review of Statutory Documents.

17.1 Standing Orders.

The Chairman reminded all Councillors to respond to e-mails that need a reply as requested by the Clerk. The draft standing orders had been circulated and these were discussed and alterations proposed. The Clerk will incorporate these and the Standing Orders would be adopted at the next meeting.

17.2 Financial Regulations.

Councillor Rose will review these.

17. Correspondence received for circulation.

The following correspondence would be circulated.

18.1	PACT
18.2	LCR Spring 2019.
18.3	Dudgeon
18.4	Clerks and Councils Direct May 2019

18. Matters for the Next Meeting.

There were no matters raised for the next meeting.

21. Date of the next Parish Council Meeting.

This was confirmed as Thursday 6 June 2019 at 7.30p.m. to be held at Beetley and East Bilney Village Hall.

The meeting closed at 2140 hours.