

**MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL HELD ON  
MONDAY 7<sup>th</sup> March 2016 AT 7.30pm AT THE VILLAGE HALL.**

Present: D. Shannon (Chair), W. Mason, J Mallen, J. Lilwall, R. Reed and B. Cunliffe  
District Cllr G. Bambridge  
Mrs. J Boxall (Clerk)

Members of the public – 0

**1. To consider accepting apologies for absence.**

Apologies for absence accepted from Cllr T. Smith.

**2. To record declarations of interest from members in any item to be discussed.**

No declarations of interest were received.

**3. To approve the minutes of the meeting held on Monday 1<sup>st</sup> February 2016.**

**Resolved to approve** the minutes as a true and accurate record of the meeting.

**4. To adjourn the meeting to allow public participation and also to allow Councillors with a prejudicial interest to speak on agenda items.**

No comments were received.

**5. To receive report from District Councillor, County Councillor and Police**

PCSO Hayley Greenhill sent her apologies and forwarded a report. County Cllr B. Borrett was absent, District Cllr G. Bambridge would attend later and give update.

**6. To receive update on matters arising from previous minutes for information only – Stopping up order, Electricity refund, Water on Reepham Road,**

No update was received regarding the PC's concerns over the Stopping Up Order. The Clerk reported that following discussion with Anglian Water and subsequent email to Highways, Highways were further investigating the water leak on Reepham Road. A refund of £59.31 was received from Breckland for the electricity supply for which the Clerk was seeking clarification as the amount received was less than expected.

**7. To receive update on recreation ground car park refurbishment and approve further action as appropriate. To discuss use of recreation ground.**

Cllr Shannon confirmed that a contract had been drafted agreeing to works costing £36158. He confirmed that the PC had earmarked reserves of £11000 and an initial match funding bid of £10840 was submitted to Breckland but was being held in abeyance as Breckland had identified an alternative funding source, DC11 and a bid for £11400 was submitted for that funding. The PC acknowledged the incredible response from residents and it was confirmed that £7566.50 had been received to date from donations. £1000 was pledged from the Village Hall Committee. Thanks were expressed to the Cllr Shannon for his efforts in managing the funding bids.

District Cllr G. Bambridge joined the meeting at 19.52pm

Cllr Mallen requested confirmation that Village Hall Committee could continue to hire hall and recreation ground as per current basis. There was discussion about liability and consideration for the Football Team. It was proposed that the VHC continue to manage process unless exclusive use of the recreation ground was requested or noise / risk would need further consideration.

**8. To approve payment of additional supplies related to the BBQ and tree/tree planter project**

As PC can reclaim VAT it was confirmed that £809.22 had been spent out of the £1000 grant. The Council **resolved to approve** allowing Cllr Shannon to purchase additional concrete slabs (as required) compost and top soil for the planter and BBQ tools (to be stored in the Village Hall) up to a value of £1045 (as per funding bid) as proposed by Cllr Shannon, seconded by Cllr Mallen and approved unanimously.

**9. To approve repair of bus shelter**

A quote for £212 was received for repair of the vandalised bus shelter, as insurance excess £250 PC agreed not to claim from insurance. The Council resolved to approve quote for £212 as proposed by Cllr Mallen, seconded by Cllr Reed and approved unanimously. Under Financial regulation 4.4, it was confirmed the Clerk had authority to arrange for the repairs to be carried out without prior approval from PC. The Council resolved to approve the replacement of several tiles at the other bus shelter as proposed by Cllr Cunliffe, seconded by Cllr Shannon and approved unanimously

#### **10. To receive update on Village Hall projects and receive Village Hall accounts**

Cllr Lilwall reported that it was the intention of the VHC to call a meeting to finalise accounts. Until accounts finalised there remains concerns about requirement for PC to put more funds into the Village Hall. No further update on Village Hall projects was available.

#### **11. Planning**

##### **(a) To consider planning applications**

No planning applications received

##### **(b) To receive decisions from Breckland District Council**

Extension and conversion of barn to residential dwelling and new build garage at Woolful Farm, Reepham Road, Bawdeswell - Approval

##### **(c) To consider any late planning applications**

No late planning applications were received

Following PC concern's it was agreed that District Cllr G.Bambridge would arrange for a small delegation to meet with Breckland Planning to discuss further.

##### **(d) To approve response to Breckland consultation re planning applications and approve Council policy for managing planning applications.**

Following consultation from Breckland DC, the PC agreed that planning applications would be received electronically unless there was a requirement for a paper copy (large applications or future Cllrs not having access to computer)

The PC agreed that any planning applications received in between meetings where an extension was not granted by Breckland would be considered by Cllrs electronically and if a collective view was held, the Clerk would submit response to Breckland. If no collective view held then an extraordinary meeting would be held. Any decision made to be ratified at a subsequent meeting.

#### **13. Finance**

##### **To receive financial update and bank statements for consideration**

Bank statements were available for inspection. Budget figures were circulated. The balance of the Community account was confirmed as £25576.22 after invoices (as detailed below) are paid and the balance of the business money manager was £2247.92 as at 29<sup>th</sup> February 2016. Project Bawdeswell account was confirmed as £1894.28

##### **To approve payments made, to be made and approve late payments as necessary**

The Council **resolved to approve** the payments made and to be made.

##### **The following payments were made by cheque on 7<sup>th</sup> March 2016**

Mr Richard Blyth – Community Car Scheme	100991	£ 37.50
J. Mears Ltd – BBQ area	100992	£ 492.00
Bawdeswell PCC – Church hall hire	100993	£ 30.00

##### **The following payments were made by bank transfer on 8<sup>th</sup> March 2016**

Mr A Smith – Community Car Scheme, refund for tree, planter and BBQ	£ 522.57
K&M Lighting – Street Lighting Maintenance 13 <sup>th</sup> February – 12 <sup>th</sup> March	£ 6.96
A2Z Technology – laptop repair	£ 39.00
Bawdeswell Village Hall – Hall hire	£ 40.00

##### **The following payments were made by bank transfer on 31<sup>st</sup> March 2016**

Mrs Jo Boxall – March salary & expenses	£ 282.93
HMRC – PAYE March	£ 66.00

**13. Correspondence –**

All correspondence received was circulated electronically.

**14. To receive items for information**

It was confirmed Church clock repairs were in progress. BT box repaint would be carried out sometime this year. It was agreed that the Annual Parish Council Meeting would be held on 9<sup>th</sup> May. Cllr Shannon confirmed he would be standing down as Chair. The Annual Parish Meeting would be held on 16<sup>th</sup> May at 6.30pm in the Church Hall.

**15. To receive items for the next agenda**

NCC consultation regarding local list for validation of planning applications.

**16. To confirm date of next meeting**

Next meeting confirmed as 4<sup>th</sup> April 2016

**17. To close the meeting**

There being no further business, the meeting was closed at 21.20pm