

MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL HELD ON MONDAY 7th NOVEMBER 2016 STARTING AT 7.30PM IN THE VILLAGE HALL.

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

Members of the public – None

1. To consider accepting apologies for absence.

Apologies for absence received from Cllrs T. Smith and J. Lilwall.

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 3rd October 2016

Resolved to approve the minutes as a true and accurate record of the meeting following minor amendments.

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 received.

5. To receive reports from District Councillor, County Councillor & Police

District Cllr G. Bambridge gave a brief update on matters at Breckland. No police report was available. County Cllr B. Borett was not in attendance.

6. To receive update on matters arising from previous minutes for information only – Section 106 / local plan update

It was confirmed that the Parish Council's comments regarding the local plan were submitted to Breckland and a copy published on the website. District Cllr G. Bambridge confirmed that Breckland were rewriting the plan following comments received. Section 106 projects to be submitted to Breckland. BT had still not painted phone box. Highway Ranger issues were discussed

7. To consider precept requirements for 2017/18

Clerk to prepare budget for 2017/18 for consideration at December meeting. It was accepted that it would be necessary to start building reserve for future car park repairs.

8. To approve grounds maintenance contract

Four companies were approached for grounds maintenance quotes, two quotes were received. It was proposed and agreed to accept the quote from CGM with collection of cuttings. It was agreed that subject to sufficient insurances being in place, the Council would retain the existing contractor for the churchyard, jubilee gardens and village green. Adams Pit will continue to be managed by volunteers.

9. To approve change of meeting date / time

It was proposed and approved subject to ratification at the next meeting to change the meetings to the third Tuesday of the month with effect from February 2017.

10. Planning

To consider planning applications

3PL/2016/1196

Standing of 3 units of accommodation at The Shetlands, Reepham Road, Bawdeswell, NR20 4RX

The Council agreed to object to this application on the grounds that it is outside the settlement boundary, is unconnected to agriculture and is situated on a busy road with poor visibility for vehicles leaving the site.

3PL/2016/1230

Proposed extension and alteration to existing semi-detached cottage, enabling a third bedroom and additional ground floor living area and garage annexe conversion at 21 Reepham Road, Bawdeswell, NR20 4RU

The Council agreed to object to this application as the footprint of the extension is too large and may overshadow neighbours property. The proposed annexe is a separate dwelling, unconnected to the main house which is contrary to Breckland's Policy regarding backyard development and separate annexes.

3PL/2016/1280

Extension & alteration to detached house to form a link between existing house and outbuilding at Barwick House, The Street, Bawdeswell, NR20 4RT

The Council had no comment or objection to make with regards to this application.

(b) To receive decisions from Breckland District Council

No decisions were received.

(c) To consider any late planning applications

No late planning applications were received. Clerk to check with Chris Hobson re section 106 agreement re Two Fields Way.

11. Finance

To receive financial update and bank statements for consideration

The transfer of £2000 from the BMM account to the Community Account pending receipt of the VAT refund of £9028.41 was approved. **Bank statements were available for inspection.**

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

It was proposed and agreed to approve payments to be made and late payments as detailed below. As the mandate was still not approved with HSBC and only one existing signatory was in attendance, it was proposed and agreed to suspend the financial regulations and allow the payments to be made with one signature on the invoice / payment slip. The Parish Council approved the part payment of the carpark / driveway £48000, cheque number 101012 on 10th October. Upon satisfactory completion of the work, the outstanding balance of £4867.24 was paid on 24th October – cheque number 101013. A payment of £2090.82 for Public Works Loan repayment was made by direct debit on 14th November 2016.

The following payment was made on 6th October 2016

R Blyth – Community car scheme	£ 46.24
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The following payment was made by direct debit on 11th October

Eon – Street Lighting electricity for period 1 st July – 30 th September 2016	£ 44.28
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The following payments to be made by bank transfer on 7th November 2016

K&M Lighting – Street Lighting Maintenance 13 th October – 12 th November 2016	£ 6.96
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The following payments to be made by bank transfer on 8th November 2016

Bawdeswell Village Hall – Hall hire July, September & October	£ 30.00
Mrs Jo Boxall – printer expenses	£ 92.99
Norse – 6 monthly Grounds Maintenance (invoice £1077.73, credit note £215.48)	£ 862.25

The following payments to be made by bank transfer 30th November 2016

Mrs Jo Boxall – November salary & expenses	£ 292.93
HMRC – PAYE November	£ 71.20

To ratify Clerks increased hours and pay.

It was proposed and agreed to approve the increase in Clerk's hours with effect from 1st October 2016 and approve the pay increase from 1st April 2017.

12. Correspondence – offshore windfarm consultation

All correspondence was circulated electronically. A further £30 donation for the car park / driveway refurbishment was received.

13. To receive items for information

BBQ signage is outstanding. PC agreed that no charge should be made for use of the recreation ground for a fete in June 2017, but stipulate that no heavy vehicles should be allowed on the rec and any damage should be made good.

14. To receive items for the next agenda

It was agreed that the focus should be on the precept for 2017/18.

15. To confirm date of next meeting (5th December 2016)

The date of the next meeting was confirmed as 5th December 2016

16. To close the meeting

There being no further business, the meeting was closed at 20.50pm