

MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL HELD ON MONDAY 3rd OCTOBER 2016 STARTING AT 7.30PM IN THE VILLAGE HALL.

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

Members of the public – 5

1. To consider accepting apologies for absence.

Apologies for absence received from Cllr W. Mason.

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 5th September 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.

Jamie Snell informed the PC of his intention to start a Youth Football Team and made a case for grant funding for floodlighting, necessary for evening sessions. It was confirmed that a recent Football event had been well supported. There was discussion about potential funding streams.

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

District Cllr G. Bambridge gave a brief update on devolution and commented on the Local Plan meeting. County Cllr B. Borrett was not in attendance and the Police sent their apologies. Cllr Shannon attended the recent SNAP meeting and reported that vigilance would be maintained in Bawdeswell despite their being no current concerns.

6. To receive update on matters arising from previous minutes for information only – BT Phone box, insurance

BT confirmed that the phone box was scheduled to be repainted by the end of October. Insurance company confirmed that the PC's insurance only covered Council run events and gave guidelines for safe BBQ use. Clerk asked to obtain a sign for the BBQ.

7. To elect Vice Chairman

It was proposed and **agreed** to elect Cllr Mallen as Vice Chair. There were no further nominations. It was also **agreed** that Cllr Mallen would be added as a signatory.

8. To approve schedule for grounds maintenance contract

A draft schedule was circulated. It was proposed and unanimously **agreed** to obtain quotes based on this schedule with separate costs for collection of grass cuttings.

9. To receive update and approve projects for section 106 funding

A list of proposals was circulated. It was proposed and **agreed** to submit proposals to Breckland for consideration and add further proposals as they are identified and costed. District Cllr G. Bambridge confirmed there was no deadline for submissions.

10. To approve response to Breckland Local Plan preferred sites and settlement Boundaries consultation

Draft responses were circulated. Feedback from residents indicated they are not in support of Bawdeswell becoming a Local Service Centre (LSC). It was suggested that flyers be distributed in the village, encouraging residents to submit their views. Concern was raised that further development was still a possibility (after Two Fields Way application). It was accepted that the plan was still a draft document and further adjustment to figures may be necessary. It was proposed and **agreed** unanimously to submit the draft responses following minor amendment.

11. Planning

(a) To consider planning applications

No planning applications were received

(b) To receive decisions from Breckland District Council

No planning applications were received

(c) To consider any late planning applications

No late planning applications were received

12. Finance

To receive financial update and bank statements for consideration

Cllr Lilwall confirmed that £500 had been awarded from the Geoffrey Watling Trust towards the driveway refurbishment. Thanks were extended to Cllr Lilwall for applying for the grant. There was discussion regarding the Tin shed and possible funding for this.

Due to new banking regulations it was necessary for the Council to complete a new mandate form for signatories. It was agreed that Cllr T. Smith should be a signatory. Mandate form was duly completed and signed.

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. The Clerk reported that work was needed to the play equipment. Clerk to obtain quotes. Thanks were extended to all those who helped with the recreation ground maintenance day.

The following payment was made by bank transfer on 20th September 2016

Came & Company – Annual Insurance	£ 422.24
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The following payments to be made by bank transfer on 5th October 2016

K&M Lighting – Street Lighting Maintenance	£ 6.96
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The following payments were approved as late payments to be paid 6th October 2016

Mr David Shannon- Expenditure for play area repairs	£ 50.16
Mr Richard Humphrey – Community Car Scheme	£ 35.00

The following payments to be made by bank transfer 31st October 2016

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

To approve use of recycling money and recycling area expenditure

It was proposed and agreed that the £443.08 recycling money should be awarded to Bawdeswell Youth Football Club subject to confirmation of their status. PC agreed that if in any doubt, they would review and may purchase floodlighting for use by Football Club. It was confirmed that the funding bid for the concreting of the recycling area was withdrawn.

Cllr Lilwall gave his apologies and left the meeting

To approve purchase of PC printer

Following discussion, it was proposed and **agreed** by majority to set a budget of up to £80 for a PC printer.

13. Correspondence –

Complaints were received about dog fouling on Two Fields Way and The Street. It was agreed to raise awareness in the Reeves Tale. Clerk to chase up complaint re parking on Village Green with Highways

14. To receive items for information

Clerk to contact Highways and report pot holes on Dereham Road and also property where road chippings are being thrown by cars towards glass conservatory. There was discussion over the proposed hedging around the edge of the car parking area at the Village Hall.

Cllrs R. Read and T. Smith gave their apologies and left the meeting.

15. To receive items for the next agenda

Grounds maintenance schedule, precept consideration and section 106 / local plan update.

16. To confirm date of next meeting (7th November 2016)

The next meeting date was confirmed as the 7th November 2016.

17. To close meeting to members of the press and public

‘Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was resolved that, because of the confidential nature of the business to be transacted, the press and public leave the meeting during the Clerk’s appraisal.

Following discussion it was proposed and agreed that the Clerk’s salary should be increased to £13.50/hour and the hours increased to 7 hours/week.

18. To close the meeting

There being no further business the meeting was closed at 10.04pm