

**MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL HELD ON MONDAY 6th JULY 2015 AT 7.30pm AT THE VILLAGE HALL.**

Present: D. Shannon (Chair), W. Mason (Vice Chair), J Mallen, J. Lilwall and T. Smith  
District Councillor G. Bambridge, Mrs. J Boxall (Clerk)

Members of the public - 2

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

**Resolved to accept** apologies for absence received from Bill Cunliffe who was away on holiday

**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> June 2015.**

**Resolved to approve** the minutes as a true and accurate record of the meetings. Proposed by Cllr Mallen and seconded by Cllr Mason, approved unanimously.

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

Resolved to suspend the meeting to allow members of the public opportunity to inform the meeting. No comments were received.

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

CC Bill Borrett was absent, DC G Bambridge confirmed he would forward a report to Council.

**6. To approve co-option of new Councillor**

The Council **resolved to approve** the co-option of Mr Roy Read, proposed by Cllr Smith and seconded by Cllr Mason, approved unanimously.

**7. To receive update on matters arising from previous minutes for information only – Stopping up order, kissing gate, village maintenance, Highway matters.**

No further comments were received from CC B. Borrett with regards to the Stopping Up Order concerns, Clerk to chase. Council **resolved to approve** further village Maintenance as follows, Village Green- to help Mr Good with maintenance, one cut per fortnight in growing season, help with borders

Jubilee Garden – one cut per fortnight during growing season, engage with voluntary help to prune and tidy plants

Adams Pit –Cut of verge every month during growing season and cut hedge twice a year.

It was confirmed that £45/month would be allocated from now until end October for this maintenance.

It was **resolved to approve** expenditure of up to £30 for concrete to make concrete blocks for village green as per previous minutes. Proposed by Cllr Mallen, seconded by Cllr Mason and agreed unanimously.

Clerk was asked to confirm what work was carried out by the Highway Rangers.

**8. To receive update from Village Hall Committee regarding progress on the new hall and Surrounds**

Cllr Lilwall gave update on Village Hall and confirmed that committee members were re-elected. The Lottery signed off the building which unlocked last amount of funding. The Contractors continue to deal with the snagging list. It was reported that a grant was awarded for a new cinema system and the PC recognised the hard work that went into obtaining this funding, The opening weekend events were moving forward and thanks to generous donations the event would be free. As financial figures were not yet finalised, no financial report was received.

**9. To approve further action and expenditure regarding recreation ground project**

It was acknowledged that the original plans for the village hall surrounds and driveway had originally been costed at £120K. The Council discussed the £17000 reserve from last year's budget. The Clerk recommended that the Council keep a general reserve of 6 months expenditure in line with NALC recommendations. It was agreed that the driveway would start to deteriorate with use and needed consideration. Following discussion the Council **resolved to approve** (4 in favour, 2 against) the

formation of a working group to contemplate all individual projects and work them together. Working group to come forward with recommendations for expenditure and future projects. A budget of £8000 was set but expenditure would be subject to Council approval

It was confirmed that working group members would be Cllrs Smith, Mason and Lilwall. Cllr Shannon agreed to sit on group in an advisory role.

Council **resolved to approve** budget of up to £210 for replacement swings and basketball net as identified in the play area inspection report, proposed by Cllr Shannon, seconded by Cllr Smith and agreed unanimously

#### **10. To approve further action regarding recreation ground security**

Cllr Lilwall confirmed there was no interest from Village Hall cleaners re gate locking / unlocking. The Council confirmed that the PC was still in favour of securing the main gate overnight. Despite a falling number of volunteers, it was agreed to continue the gate rota until further notice. It was agreed that no further action re security was required at present due to CCTV and illumination, but to keep under review.

#### **11. To consider future projects / nominate a scheme to register for open space and play space provision and improvement**

It was confirmed that Breckland require costed projects for future section 106 expenditure. Following discussion the PC agreed to accept Breckland's advice and formulate / prioritise a shortlist of community projects suitable for any future 106 payments. Ideas were circulated and Cllr Shannon suggested that all suggestions be put forward over summer so that they could be discussed in September.

#### **12. To consider / approve formulation of Neighbourhood Plan**

The Council resolved to stand by their original decision not to formulate a Neighbourhood Plan, proposed by Cllr Smith, seconded by Cllr Mallen and approved unanimously. Although it was understood that there was funding available for the project, it was recognised that there was not the manpower necessary.

#### **13. To consider / approve Parish Partnership grant application**

The Clerk reported that Billingford PC had approached the Council regarding the possibility of sharing a SAM2 and obtaining Parish Partnership funding. Following discussion the PC agreed that they do not at this stage see a need to engage with Highways in seeking Parish Partnership Funding and whilst they wish to support Billingford in their application for funding, have no current need of a SAM 2.

#### **14. Planning**

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

Norfolk County Council

Bawdeswell Primary School, Foxley Road, Bawdeswell, NR20 4RR

Construction of a log cabin to accommodate classrooms with removal of existing mobile

The Council agreed that they would not wish to raise any comment or objection to the application.

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

Ref – 3PL/2015/0429/F

MMA to 3PL/2014/0966/F vary elevations & amend condition 4 amend opening hours at The Park, Dereham Road, Bawdeswell – Approval

Ref – 3PL/2015/0454/F

Proposed side extension at Barn Cottage, Meadow Loke, Bawdeswell - Approval

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

No late planning applications were received

#### **15. Finance**

##### **To receive bank statements for consideration**

The Council **resolved to approve** the bank statements which were circulated electronically, proposed by Cllr Mason, seconded by Cllr Mason and approved unanimously. Budget figures were circulated. The balance of the Community account was confirmed as £18446.12 after invoices (as detailed below) are paid and the balance of the business money manager was £2246.88 as at 30<sup>th</sup> June 2015.

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

Payee details	Cheque number	Amount
Mrs R. Whitmore – Community Car Scheme	100972	£ 26.50
Norfolk Accident & Rescue Service – Donation	100973	£ 50.00
Citizens Advice Bureau – Donation	100974	£ 50.00
Reeves Tale – Donation	100975	£ 330.00
Bawdeswell PCC – Post Office Heating	100976	£ 100.00
Roger Fryatt- Community Car Scheme	100977	£ 28.24

The following payments to be made by bank transfer on the 8<sup>th</sup> July 2015

Bawdeswell Village Hall – Hall hire	£ 90.00
K&M Lighting Services – street lighting maint	£ 6.96
Norse – Grounds Maintenance	£ 1077.73

The following payments to be made by bank transfer 31<sup>st</sup> July 2015

Mrs Jo Boxall – June salary & expenses	£ 275.09
HMRC – PAYE June	£ 65.80

The Council approved the payment of the Data Protection Registration fee £35.00 annually by direct debit

**16. Correspondence**

All correspondence was circulated electronically

**17. To receive items for information**

Website needs amending as PC meeting times incorrect. BT confirmed that an extra cabinet would be installed by the School and that super fast broadband would be available from end September.

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

Ideas for open space projects, Working party – village hall environs

**19. To confirm date of next meeting ( 7<sup>th</sup> September 2015)**

The next meeting was confirmed as Monday 7<sup>th</sup> September 2015 at 7.30pm in the Village Hall

**20. To close the meeting**

There being no further business, the meeting was closed at 9.45pm