

MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL HELD ON MONDAY 7th SEPTEMBER 2015 AT 7.30pm AT THE VILLAGE HALL.

Present: D. Shannon (Chair), W. Mason (Vice Chair), J Mallen, R. Reed 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 and James 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 6th^t July 2015.

Resolved to approve the minutes as a true and accurate record of the meetings. Proposed by Cllr Shannon 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 had no comment to make. The Clerk gave the Police report as Hayley Greenhall was running late.

6. To receive update on matters arising from previous minutes for information only – Stopping up order, Highway matters, LDF, electricity supply

The Clerk reported that she had not received any response from County Cllr B. Borrett regarding the Stopping Up Order. PC asked Clerk to contact Breckland and request tree orders for trees on the land, although it was understood that there was a covenant to ensure that no development would take place on the land. Clerk to ask County Cllr B. Borrett to explore conditions of the sale of the land. District Cllr G. Bambridge confirmed that the Local Plan is moving forward and there would be consultation in the autumn.

PCSO Hayley Greenhall joined the meeting and agenda item adjourned to receive report

She confirmed that the problems of anti social behaviour around the village shop had reduced following letters being sent to the parents of those youths who were misbehaving. Since the Village Hall opening, there was no issue with youths on the recreation ground. Residents encouraged to report any issues to 101. Cllr B. Cunliffe would be attending SNAP meetings on behalf of PC

The Clerk reported that the street lighting electricity supply charges would soon be transferred to the PC from Breckland as all paperwork was completed with Eon.

Clerk asked to contact Highway Rangers and request groups be cleared as there had been some flooding outside Heath Cottage.

7. To receive update regarding recreation ground security / Village Hall matters

It was confirmed that the recreation ground gate rota was continuing for the moment, until confirmation was received that a permanent volunteer would carry out the role. Village Hall users were locking the gate following hall use so gate only required unlocking.

Cllr Mason confirmed that the Village Hall opening weekend was successful and that the Village Hall Committee were focusing now on getting the hall fully viable and gave an update on further works. The committee were still waiting for final accounts from the builders. The Trustees were encouraged to bring the draft accounts to the PC for review over how funds have been spent, to ensure that a clear audit trail is provided for PC funds.

8. To approve future projects / nominate a scheme to register for open space and play space provision and improvement

Cllr Shannon felt that it was important not to discount section 106 projects that are not specifically play area and open space related. Any community related projects needed consideration. It was agreed that the working group (set up at the previous meeting) should be given the opportunity to consider projects for the recreation ground, although it was recognised that it was important for the group to be aware of PC ideas.

Letter was received from Mark Brennan (Breckland) requesting projects be costed, ready to go. The PC requested clarification on section 106 payments and how they would be distributed between parishes as the letter received implied payments would be made in relation to the development for which the payment is made

Following discussion priorities were established as follows:

Village Hall surrounds – it was acknowledged that funding had already been received for a tree planter, tree and a bbq.

New play equipment, it was accepted consultation with the community was important. Cllr Smith volunteered to carry out consultation, come up with ideas and cost project.

Shelter for recreation ground – Cllr Mason to investigate options and costs

Repair Church Clock – although this belonged to the church it was felt that it was a community asset and needed consideration. Distinct Cllr Bambridge suggested a Pride of Breckland grant may be a possibility.

Noticeboards – Clerk to cost up new noticeboard for Hall Road, Two Fields Way junction, this would not be a section 106 consideration.

It was agreed to leave recreation ground lighting until working group come back with their recommendations.

Youth club – WM reported that there are funds of around £1000 available (raised under BAG) and they will be used to support youth groups in the village hall. It was suggested that recycling monies could be used to support youth club if necessary. Cllr Mallen to confirm what is required (Storage for equipment?)

9. To approve use of recreation ground for Football sessions

It was reported that the youth team is to come to the recreation ground to play on Sunday. PC were unanimous in their support of this venture as a good sound community project. It was confirmed that the Village Hall changing rooms would be hired to the team. PC **resolved** not to charge for use of the football pitch for the first year, proposed by Cllr Smith, seconded RR and approved unanimously

10. Planning

(a) To consider planning applications

REFERENCE: 3PL/2015/0901/F

PROPOSAL: Alterations/extensions, conversion of Garage to Annex and erection of Cart Lodge.

LOCATION: BAWDESWELL Acorns 3 Saxon Meadows NR20 4UX

APPLICANT: Mr & Mrs P & R Oven

Although the PC agreed that they had no objection, they supported Highways comment that there should be a condition that this annexe should be treated as part of main house and not used as separate dwelling.

(b) To receive decisions from Breckland District Council

Norfolk County Council confirmed that permission was granted for the Construction of a log cabin to accommodate classrooms with removal of existing mobile at Bawdeswell Primary School, Foxley Road, Bawdeswell.

(c) To consider any late planning applications

No late planning permission was received

11. Finance

To receive financial update and bank statements for consideration

The Council **resolved to approve** the payments made and to be made, proposed by Cllr Mallen, seconded by Cllr Reed and approved unanimously. Bank statements were available for inspection.

Budget figures were circulated. The balance of the Community account was confirmed as £ 15878.45 after invoices (as detailed below) are paid and the balance of the business money manager was £2247.14 as at 30th August 2015. A bank transfer of £200 between the Community Account and the Trustees to former Highways Surveyors Account was approved. Direct debit mandate for Eon energy was approved and signed.

The Annual return, certificate of completion for the financial year ended 31 March 2015 was received from Mazars, the external auditor, and comments published on the PC website.

The following payments were made by bank transfer on the 28th August 2015

Mrs Jo Boxall – August salary & expenses	£ 271.68
HMRC – PAYE August	£ 66.00

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

Payee details	Cheque number	Amount
Mr D Shannon – concrete & lock	100978	£ 49.91
Came & Company – Annual insurance	100979	£ 937.85
Richard Blyth- Community Car Scheme	100980	£ 44.50
Mrs R. Whitmore – Community Car Scheme	100981	£ 27.50
Mr A Smith – Community Car Scheme	100982	£ 30.00

The following payments to be made by bank transfer 8th September 2015

K&M Lighting – Street Lighting Maintenance	£ 6.96
Breckland District Council – Election charges	£ 75.00
Fenland Leisure – Replacement swings	£ 303.60
Mazars LLP – External auditor	£ 390.00
K&M Lighting – Street Lighting Maintenance	£ 6.96

The following payments to be made by bank transfer on the 30th September 2015

Mrs Jo Boxall – September salary & expenses	£ 271.68
HMRC – PAYE September	£ 66.00

12. Correspondence

All correspondence was circulated electronically. The Pensions Regulator confirmed that the PC's staging date was 1st August 2016. Clerk to investigate pension options.

13. To receive items for information

Cllr Mallen reported that following rain, there is no 'dry' access to the village hall, wellies are required. An email was received from BT confirming that the phone box would be added to the list for repainting. The Clerk was asked to contact Breckland and seek permission to lift crown on variegated sweet chestnut in jubilee gardens as the boughs were becoming a nuisance. It was reported that water was running down the Reephams Road, which was dangerous in freezing weather conditions. Clerk to contact relevant authority

14. To receive items for the next agenda

PC to consider what to do with cricket nets, Clerk's appraisal

15. To confirm date of next meeting (5th October 2015)

The next meeting was confirmed as Monday 5th October 2015 at 7.30pm in the Village Hall. Cllr A Smith gave his apologies.

16. To close the meeting

There being no further business, the meeting was closed at 9.53pm