

**MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL HELD ON MONDAY 4<sup>th</sup> April 2016 AT 7.30pm AT THE VILLAGE HALL.**

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

Members of the public – 100

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

All Councillors present.

**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 7th March 2016 and approve initialling of amendments to previous minutes**

**Resolved** to **approve** the minutes as a true and accurate record of the meeting following small amendment to item 14 to clarify date of Annual PC meeting and approve initialling of amended minutes as proposed by Cllr Mason, seconded by Cllr Mallen with one abstention.

**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.

The Parish Council **resolved** unanimously to move to item 10 on the agenda as proposed by Cllr Mallen, seconded by Cllr Reed.

**10. Planning**

**(a) To consider planning applications**

**3PL/2015/1258**

**Change of use of land to a private gypsy and traveller caravan site consisting of 6 no pitches at The Stables, West of the Old Workhouse Paddock, Reepham Road, Bawdeswell**

Two draft responses detailing the Council's objections were circulated for consideration and an overview of the Council's objections was read out.

The Council **resolved** to adjourn the meeting to allow public participation as proposed by Cllr Cunliffe, seconded by Cllr Smith and approved unanimously.

One resident spoke in support of the application, other residents expressed their concerns.

The meeting was reconvened at 8.30pm

Following discussion the PC **resolved** to object to the application and submit a response combining points made in both drafts as proposed by Cllr Mallen, seconded by Cllr Lilwall and approved unanimously.

'In summary, Bawdeswell Parish Council is firmly of the opinion that the planning application should be refused on the grounds there is no definitive need for such a site in the proposed location which is agricultural land in open countryside, outside of the settlement boundary of a small rural community which lacks the key facilities and support services necessary. The site is not in any of the Breckland preferred locations, and the extra vehicular traffic involved with the application would pose serious and dangerous highways issues (the Parish Council understands that Norfolk County Council Highways have already raised an objection). The proposal is therefore in conflict with: the current Breckland Core Strategy, in particular Policy CP2; the new draft Local Plan, in particular PD09; and the current PPTS.'

Full submission to be published on website.

**3PL/2016/0198**

**Replacement dwelling (revised application)**

## **Reepham Road, Bawdeswell, NR20 4RU**

The Parish Council resolved that they had no comment or objection to this planning application as proposed by Cllr Mallen, seconded by Cllr Mason and agreed unanimously.

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

None received

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

None received although it was noted that a planning application for 36 houses on the field opposite Two Fields Way was submitted to Breckland on the 1<sup>st</sup> April and would be considered by the PC once details received.

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

PCSO Hayley Greenhill sent her apologies. County Cllr B. Borrett was absent, District Cllr G. Bambridge gave a brief update.

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

CC Borrett emailed Norfolk County Council's record of property decision regarding stopping up order which was circulated to Council. PC agreed that no further action should be taken. The council are awaiting notice of when BT phonebox is to be painted. There was no update on electricity refund.

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

Cllr Shannon circulated a funding plan for the car park refurbishment and confirmed a draft contract was ready to be put in place for £36158 (excluding driveway which would cost an additional £7920). It was agreed that the driveway should not delay car park refurbishment and should be considered as a separate, associated project and further fund raising and grant funding should be sought. Cllr Shannon confirmed that Breckland had awarded a grant for £11400 towards car park refurbishment. The Clerk gave a financial update.

The Council resolved to approve allocating a further £3991.50 from PC funds (including £1894.28 from Project Bawdeswell account) to allow refurbishment to go ahead without delay, as proposed by Cllr Lilwall, seconded by Cllr Mallen and approved unanimously. PC agreed that Clerk should work with Andrew Toomey to agree / review contract. Clerk to respond formally to Breckland's grant offer and confirm agreement to submit progress reports and engage in publicity.

### **8. To approve response re NCC local list for validation of planning applications**

Following consideration the PC agreed that they did not wish to make a formal comment.

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

Cllr Lilwall circulated an update and confirmed that the VH Committee were still awaiting final accounts. The PC resolved to approve the additional expenditure for the BBQ, £95.41 to Cllr Shannon and £236.16 to J. Mears as proposed by Cllr Mallen, seconded by Cllr Lilwall and approved unanimously. The location of the tree planter was discussed and approved.

Cllr Mallen highlighted a need for playground inspections to be carried out and repairs to be carried out. Clerk confirmed that she had not received any written confirmation of play inspections and raised concern over potential lack of inspections and written records.

Until volunteer can be found PC resolved to pay Clerk additional time, and mileage to carry out inspections as proposed by Cllr Mallen, seconded by Cllr Lilwall and agreed unanimously.

## **11. Finance**

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

Bank statements were available for inspection. The end of year balance of the Community account was confirmed as £26,099.81. The balance of account after invoices (as detailed below) are paid is £24826.69 and the balance of the business money manager was £2248.05 as at 31<sup>st</sup> March 2016. Project Bawdeswell account was confirmed as £1894.28. The Clerk confirmed that end of year accounts have been prepared and that there was a need to appoint an internal auditor. Following

consideration the Council **resolved** to approve the appointment of Andrew Toomey and a stipend of £50.00 as proposed by Cllr Shannon, seconded by Cllr Mallen and approved unanimously. Cllr Mallen agreed to carry out regular bank reconciliation checks as per financial regulations. A direct debit for £37.72 for electricity supply 1<sup>st</sup> January to 31<sup>st</sup> March 2016 was approved

**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 as proposed by Cllr Mason, seconded by Cllr Cunliffe and approved unanimously.

**The following payments were made between meetings on 21<sup>st</sup> March 2016**

Mr D Shannon – refund BBQ area expenses	£	95.41
Mr A Smith – Community Car Scheme	£	43.50

**The following payment was made between meetings on 25<sup>th</sup> March 2016**

Richard Blyth – Community Car Scheme	£	37.50
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**The following payments were made by cheque on 4<sup>th</sup> April 2016**

Mrs A Shannon – Community Car Scheme	100994	£	39.60
Mr A Toomey – Community Car Scheme	100995	£	24.00
J. Mears Ltd – BBQ area	100996	£	236.16

**The following payments were made by bank transfer on 7<sup>th</sup> April 2016**

K&M Lighting – Street Lighting Maintenance 12 <sup>th</sup> March – 12 <sup>th</sup> April	£	6.96
Mr T Hardiment – Bus shelter repairs	£	240.00
Norfolk ALC – Annual membership	£	161.27

**The following payments to be made by bank transfer on 29<sup>th</sup> April 2016**

Mrs Jo Boxall – April salary & expenses	£	282.40
HMRC – PAYE April	£	68.60

**To review & approve Financial Risk Assessment and Financial Regulations**

Council resolved to approve Financial regulations and risk assessment following a review as proposed by Cllr Cunliffe, seconded by Cllr Lilwall and approved unanimously.

**12. Correspondence – To ratify response to Traffic Order for 50MPH speed limit A1067**

The Council agreed electronically to reiterate its concerns regarding the proposal to impose a 50MPH speed limit on Fakenham Road. Response received. Cllr Mason to respond as individual with further queries, PC to take no further action.

**13. To receive items for information**

PC expressed their frustration that the church clock has still not been repaired. Concern was raised about vehicles parking on the pavement causing problems for pedestrians. Clerk to seek advice from SNT.

Cllr Reed left the meeting at 21.58pm

Cllr Shannon and Cllr Cunliffe attended a meeting with Breckland Planners to voice and discuss PC concerns. It was reported to be a productive meeting.

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

To approve the annual accounts.

**15. To confirm date of next meeting (9<sup>th</sup> May 2016) Annual Parish Council meeting.**

**16. To close the meeting**

There being no further business the meeting was closed at 22.05

