

MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL HELD ON THURSDAY 1st FEBRUARY 2018 STARTING AT 7.30PM IN THE VILLAGE HALL.

Present: B.Cunliffe (Chair), J. Mallen, K. Ewing, R. Read and A. Toomey
Mrs. J Boxall (Clerk)

Members of the public – 1

1. To consider accepting apologies for absence.

Apologies for absence were received and accepted from Cllr Lilwall and Cllr Smith.

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 Thursday 7th December 2017.

Resolved to approve the minutes as a true and accurate record of the meeting as proposed by Cllr Mallen and agreed unanimously.

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.

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

Apologies received from District Councillor G. Bambridge and H. Greenhill. County Councillor B. Borrett was not in attendance. There was discussion about future police reporting given loss of PCSOs.

6. To receive update on matters arising from previous minutes for information only

Renewal grounds maintenance quote received. As the contract was due for renewal at the beginning of March, it was unanimously agreed to renew the contract for 3 years and ratify this decision at the next meeting.

The defibrillator has been ordered, awaiting delivery date. The Parish Council will need to approve a constitution approving the use of the unit.

7. To approve Clerk as Data Protection Officer and approve General Data Protection Regulations Policy.

Following discussion it was unanimously agreed that the Clerk would be the Data Protection Officer, as proposed by Cllr Cunliffe. It was unanimously agreed to approve the General Data Protection Regulations Policy as proposed by Cllr Toomey. It was acknowledged that as further guidance became available it would be necessary to review policies.

8. Policies – To review & approve Complaints Procedure, Grievance Policy and Disciplinary Policy.

It was unanimously agreed to approve the Complaints Procedure, Grievance Policy and Disciplinary Policy without amendment, as proposed by Cllr Toomey.

9. To approve expenditure for play area repairs

As the Parish Council were unsuccessful in their funding bid for play area repairs, it was unanimously agreed that the repairs to the climbing frame surround and log crossing should be carried out and the money from the Project Bawdeswell account and £325 donated funds used for this purpose. It was agreed that the VAT, once recovered would be returned to the Project Bawdeswell account. It was agreed that once repairs were carried out, sand and bark should be sourced as proposed by Cllr Cunliffe.

10. To approve annual membership to NPFA

It was unanimously agreed to approve annual membership to NPFA (£20/ year) as proposed by Cllr Ewing.

11. Planning

(a) To consider planning applications

PROPOSAL: Variation of condition 2 of planning permission 3PL/2017/0581/F – Enlargement of ground floor extension and amendment to roof of extension together with enlargement of 1st floor roof

LOCATION: Denver House, The Street, Bawdeswell

It was unanimously agreed that the Parish Council have no objection to the application but concern that the increase in property size will mean more vehicles will require use of the limited parking space.

(b) To receive decisions from Breckland District Council

None received

(c) To consider any late planning applications

3PL/2018/0096/LB

PROPOSAL: Extension to existing listed dwelling, including some demolition of 1960's extension. Internal reconfiguration works to the first floor which involves some demolition to partition walls. increasing the projection to the extension roof at both gable ends to provide definition of the eaves.

LOCATION: The Willows, The Street, Bawdeswell

The Council unanimously agreed that they had no comment or objection

12. Finance

To receive financial update and bank statements for consideration

Bank statements were available for inspection. The balance of the Community account after invoices (as detailed below) are paid is £ £8666.82. Expenditure for the year to date was £ £18084.35, income to date was confirmed as £20,696.41 The balance of the business money manager was £2249.90. Project Bawdeswell account was confirmed as £1894.28. The balance of the Community Car Scheme grant was £153.00. A direct debit to Eon for street lighting electricity was taken on 12th January for £48.44

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 follows.

The following payments were made by bank transfer on 13th December 2017

NGF Play – Play area repairs	£ 1471.68
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The following payments were made by bank transfer on 9th January 2018

K&M Lighting – street lighting maintenance	£ 7.08
CGM Group – grounds maintenance	£ 213.24

The following payments were made by bank transfer on the 31st January 2018

Mrs Jo Boxall – January salary and expenses	£ 351.40
HMRC – PAYE January	£ 84.60

The following payments were made by cheque on 1st February 2018

Ruth Whitmore- Community Car Scheme	101037	£ 17.74
Alex Kirby – Community Car Scheme	101038	£ 17.00
Linda Rose – Community Car Scheme	101039	£ 58.50
Barbara Consadine – Community Car Scheme	101040	£ 38.00
R & L Kuczma- Community Car Scheme	101041	£ 45.30
Richard Humphrey – Community Car Scheme	101042	£ 71.00

The following payments were made by bank transfer on the 2nd February 2018

K&M Lighting – Street lighting maintenance	£ 7.08
Richard Blyth – Community Car Scheme	£ 33.00
Andrew Toomey – Community Car Scheme	£ 46.24
Roger Fryatt – Community Car Scheme	£ 23.50

The following payments to be made by bank transfer on the 28th February 2018

Mrs Jo Boxall – February salary and expenses	£ 346.40
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To record approval of printer purchased November (approval omitted from minutes)

It was unanimously agreed to ratify the purchase of the replacement printer in November as proposed by Cllr Cunliffe. Payment details added to minute reference 131/12.

13. Correspondence –

The Council agreed to send an email to George Freeman MP acknowledging his efforts to represent the views of many of the Parish Councils in parliament.

14. To receive items for information

It was agreed to provide £100 to the Saga Louts for purchase of bark for Jubilee Gardens.

It was reported that the Football Club have ordered their storage container and have written to all residents who may be affected by its location. To date no objections have been received. The additional grass cut is still outstanding due to wet weather.

It was agreed that the Council would make further enquiries regarding a dead tree in the corner of the recreation ground which may be a safety risk.

It was agreed to contact Highways with regards to the continued problem of flooding on the A167.

The process of appointing a new councillor was explained following Cllr Read's desire to withdraw from the Council.

No update had yet been received from Highways regarding the issue that The Street was not included in the gritting route despite being on a bus route and main road through village.

15. To receive items for the next agenda March 1st 2018

Ratify decision re grounds maintenance, further policy updates, GDPR,

16. To close the meeting

There being no further business, the meeting was closed at 21.01pm