

**MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL HELD ON THURSDAY 4th APRIL 2019 STARTING AT 7.30PM IN THE VILLAGE HALL.**

**Present: B.Cunliffe (Chair), A. Toomey, K. Ewing, A Hartley-Walder and R. Read**

**Mrs J Boxall (Clerk)**

**Members of the public – 2**

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

Apologies for absence received from Cllr Lilwall and Cllr Mallen. Cllr Toomey joined the meeting at 7.38pm

**2. To record declarations of interest from members in any item to be discussed.**

None received.

**3. To approve the minutes of the meeting held on Thursday 7th March 2019**

Resolved to approve the minutes as a true and accurate record of the meeting as proposed by Cllr Hartley-Walder.

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

Representative from Bawdeswell Primary School informed the Council on a proposed community allotment project for which they would be seeking support and grant funding.

**5. To receive reports from District Councillor, County Councillor & Police. To receive reports from Primary School and Village Hall.**

County Cllr Borrett and the Police were not in attendance, no apologies were received. District Cllr G. Bambridge updated the meeting on Breckland matters and presented the annual report. Concern was raised about planning enforcement issues. PC were encouraged to put concerns in writing.

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

All matters covered elsewhere on the agenda.

**7. To receive quotes for Church Wall and approve further action**

Letters were sent to three builders requesting quotes. Only one quote was received £1600 + VAT. It was unanimously agreed to accept the quote in principle and to contact the Church to establish the extent of their contribution as proposed by Cllr Cunliffe.

**8. To discuss Section 106 requirements for village**

Following discussion, it was agreed that this item should be deferred until May meeting.

**9. Planning**

**(a) To consider planning applications**

**REFERENCE: 3PL/2019/0303**

**PROPOSAL: Provision of new substation**

**LOCATION: Paradise Road to Hall Road**

Application connected to the development of 40 houses at Two Fields Way. It was unanimously agreed that the PC had no comment or objection to the application.

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

Official notification was received that planning application for residential development of 40 No. units (20% affordable) comprising a mix of housing types, accommodating open space and appropriate associated infrastructure with vehicle access via Hall Road had been approved.

It was confirmed that the planning application for Development of three detached self-build properties with garages, Dereham Road, Bawdeswell would be decided by Planning Committee.

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

No late planning applications were received.

**10. Finance**

**To receive financial update, end of year accounts and bank statements for consideration**

End of year accounts were circulated to Council. Bank statements were available for inspection.

Expenditure for the year to 31<sup>st</sup> March 2019 was confirmed as £ £22,434.61, income was confirmed as £22793.63 The balance of the account was confirmed as £7909.80. The balance of the business money manager was £2253.39, Project Bawdeswell account was confirmed as £1894.28. Closing balance of cashbooks at 31<sup>st</sup> March 2019 - £ 12057.47. Accounts were ready for internal auditor. VAT return had been submitted to HMRC.

As there was only one signatory present, it was unanimously agreed to suspend Financial Regulations and allow payments to be made with one signature on the invoice / payment confirmation. All payments made were approved according to the budget as proposed by Cllr Cunliffe.

**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 payment was made by bank transfer on 19<sup>th</sup> March 2019**

Bawdeswell Village Hall – Hall hire February & March £ 20.00

**The following payments were made by cheque 4<sup>th</sup> April 2018**

Alex Kirby – Community Car Scheme £ 55.00

**The following payments were made by bank transfer on 5<sup>th</sup> April 2019**

|                                       |          |
|---------------------------------------|----------|
| F B Consadine – Community Car Scheme  | £ 9.24   |
| Roger Fryatt – Community Car Scheme   | £ 11.75  |
| Angela Shannon – Community Car Scheme | £ 27.26  |
| Linda Rose – Community Car Scheme     | £ 5.00   |
| RuthWhitmore – Community Car Scheme   | £ 9.24   |
| Andrew Toomey – Community Car Scheme  | £ 44.50  |
| Bill Cunliffe – Community Car Scheme  | £ 21.75  |
| L & R Kuczma – Community Car Scheme   | £ 14.50  |
| CGM Group – grounds maintenance       | £ 225.18 |

**The following payments to be made by bank transfer on the 30<sup>th</sup> April 2019**

Mrs Jo Boxall – April salary & expenses – To be confirmed as HMRC PAYE Basic tools package not available. Overpayment of salary March 2019 £8.91 (£354.45 paid instead of £345.54) to be deducted from April salary.

HMRC – PAYE April – To be confirmed

Gross amount due & expenses £11.48 £421.94

**11. Correspondence –**

All correspondence circulated electronically

**12. To receive items for information**

The Clerk reported on items requiring attention on the recreation ground. Bawdeswell Village sign opposite Garden Centre is bent, Highways to be notified.

**13. To receive items for the next agenda – Annual Parish Council Meeting May 9<sup>th</sup> 2019**

To review & approve Financial Regulations, Risk Assessment. Standing Orders and Code of Conduct, approve Annual Governance Statement

**14. To close the meeting**

There being no further business, the meeting was closed at 20.44pm

