**MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL HELD ON THURSDAY 5th DECEMBER 2019 STARTING AT 7.30PM IN THE VILLAGE HALL.**

**Present: B.Cunliffe (Chair), J. Mallen, J. Lilwall, K. Ewing, A Hartley-Walder and R. Reed**

**Mrs J Boxall (Clerk)**

**Members of the public – 3**

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

Apologies for absence received from Cllr Toomey who was in hospital.

**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 November 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.**

No comments were received.

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

Neither County Cllr Borrett. District Cllr Bambridge (an email report was circulated) nor the Police were in attendance, no apologies were received. Breckland Police Parish Newsletter for November together with Crime Statistics for October were circulated. Cllr Hartley-Walder gave a brief update of matters at the Primary School and highlighted the generous donation from Abel Homes for Play equipment etc. Cllr Lilwall gave an update on matters at the Village Hall. Following further investigation it was understood that the recent issue with water leaks may be due to a main structural fault with the roof which although serious, means that a resolution can now be sought.

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

All matters were covered elsewhere on the agenda

**It was unanimously agreed to defer agenda item 7 until after discussion about the Community Car scheme and Football Club electricity supply.**

**8. To approve agreement with Football Club re electricity supply**

A question was raised about whether the Football Club lighting required planning permission. An initial enquiry with Breckland advised that the Council seek official guidance from Planning. Although a draft agreement was circulated for approval and agreed in principle, it was agreed to defer the approval until February when the situation with planning was known. It was agreed to provisionally approve the agreement by email once situation known to avoid unnecessary delay. Concern was expressed over the use of the basketball court for parking as no permission had been sought and a mess had been left. Cllr Cunliffe to contact the Football Club.

**9. To receive update and approve additional expenditure for Community Car Scheme**

Concern was expressed at the unsustainable high level of demand for the Community Car Scheme. Cllr Cunliffe proposed that the Council agree to match fund (with Breckland) the shortfall in Community Car Scheme funding for the remainder for 2019/20 which was unanimously agreed subject to regular users making use of alternative transport available.

As Breckland advised that it was the Parish Council’s responsibility to decide how best to manage the scheme, it was agreed that further discussion was necessary to establish parameters for the future management of the car scheme and establish Health and Safety guidelines for drivers. It was acknowledged that the scheme was dependant on the goodwill of the volunteers and Thanks were extended to them and Jackie Cunliffe for her continued efforts in managing the scheme.

**7. To approve precept requirements for 2020 / 21**

The Clerk circulated the financial report / budget. Following discussion it was unanimously agreed to keep the precept at the same level as the current year and request a precept of £24000 for 2020/21 as proposed by Cllr Cunliffe.

**10. Planning**

**(a) To consider planning applications**

3PL/2019/1369

Description - Single Storey rear extension

Location - 23 Hall Road, Bawdeswell, Norfolk, NR20 4SQ

The Council unanimously agreed that they had no comment or objection to this application

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

None received

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

No late planning applications were received

**11. Finance**

**To receive bank statements for consideration**

Bank statements were available for inspection. The balance of the Community Account after December’s invoices was £17,379.86, Business Money Manager was 2256.40, Project Bawdeswell account was confirmed as £ £3,331.90 (ring-fenced funds for play equipment).

As all Councillors were in agreement with completing required personal information forms in respect of the Co-op bank account for the Trustees account, forms were circulated for completion.

**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 as proposed by Cllr Cunliffe.

**The following payment to be made by cheque on 5th December 2019**

Citizens Advice Bureau cheque number 101062 £ 50.00

**The following payments to be made by bank transfer on 6th December 2019**

K&M Lighting Street Lighting Maintenance November 2019 £ 7.74

Bawdeswell Village Hall Hire July – November £ 40.00

**The following payments to be made by bank transfer on 31st December 2019**

Mrs Jo Boxall - December salary & expenses £ 355.68

HMRC PAYE December 2019 £ 87.00

**12. Correspondence**

The decision by the Cabinet has been published: Five Year Housing Land Supply. All correspondence was circulated.

**13. To receive items for information**

No invoice yet received re Church wall. Concern was expressed over maintenance of boundary hedge in churchyard and planting of saplings, Cllr Cunliffe agreed to review area with other Councillors.

Cllr Reed raised concern about the gateway from Fakenham Road to old Dereham Road (Adams Pit) where two posts and the hedge had been knocked down. It was agreed to investigate further. Following a request for another dog bin, the clerk was asked to make enquiries about the costs involved.

No response yet received re cars parking on pavement. Clerk to chase Highways for advice on single white lines as deterrent.

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

Items to include Football Club agreement and Community Car Scheme

**15. To confirm date of next meeting**

The next meeting was confirmed as 6th February 2020.

**16. To close the meeting**

There being no further business, the meeting was closed at 21.05pm