**MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL HELD ON THURSDAY 3RD OCTOBER 2019 STARTING AT 7.30PM IN THE VILLAGE HALL.**

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

**Mrs J Boxall (Clerk)**

**Members of the public – 1 and Paul Le Grice from Abel Homes**

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

Apologies for absence received and accepted from Cllr Lilwall, K. Ewing and A. Toomey.

**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 5th September 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 received.

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

County Cllr Borrett was not in attendance, although he came in prior to the meeting and agreed to further the proposal to extend the 20MPH speed limit around the primary school. Breckland Police Parish Newsletter was circulated. District Cllr Bambridge sent his apologies due to continuing ill health. Cllr Hartley-Walder gave an update on Primary School matters and highlighted a requirement for the needs of the school to be considered in future housing development proposals. Cllr Mallen reported that the water leak in the roof appears to have been repaired. Further repair work was anticipated. It was reported that the village hall being open every weekday afternoon in the summer holidays proved a huge success.

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

**Street naming**

It was confirmed that one side of the storage container had been painted. The PC have been assured this work will be carried out. A letter has been sent to the Football Club regarding terms and conditions for the storage container being on the recreation ground. It was confirmed that following communication with Breckland the following four street names have been approved for the development off Two Fields Way - Greenhouse Road, Beehive Way, Melvin Tansley Drive and James Mclean Loke. The PC requested Abel homes notify them when they are installed so commemoration can take place. It was confirmed that correspondence was sent regarding grounds maintenance matters.

**7. To approve agreement for adoption of open space - Abel Homes**

A draft agreement for adoption of open space was received for consideration. Breckland has rejected the offer to adopt the open space in accordance with their policy therefore the PC have been approached. It was confirmed that a management committee would be employed if the PC also rejected the proposal.

The following was confirmed: that at a contribution of £8.50/square metre, just over £24000 would be paid in maintenance. The play equipment specification can be discussed and agreed with PC involvement. Knee high fencing was included in the specification. The area will be handed over fully finished, turfed and ready. Cllr Mallen proposed that the Parish Council agree to adopt the open space and this was agreed unanimously. Abel homes confirmed they would cover up to £1500 in legal expenses to cover the transfer. Abel homes were asked to relocate the dog bin which has been temporarily removed by Serco and assured it would be done.

**8. To approve street lighting maintenance contract for next 3 years**

It was agreed unanimously to approve the renewal of the parish maintenance contract, as proposed by Cllr Mallen, which was due to expire on the 12th of November. A quote was received for a 3 yearly contract for £77.45 plus VAT per annum. (£7.75/month including VAT)

**9. To approve specification for play equipment**

It was unanimously agreed to approve the provision of new play equipment including an activity trail and new toddler play equipment and accept the quote from Playdale as proposed by Cllr Cunliffe. Other quotes were received / available for consideration. It was agreed that work should be carried out in the spring. Clerk to negotiate a reasonable deposit with Playdale.

**10. To approve response to Community and Wellbeing invitation**

An invitation was received from Norfolk ALC regarding community and wellbeing. Cllr Hartley-Walder agreed to be the contact

for future correspondence.

**11. Planning**

**(a) To consider planning applications**

No planning applications were received.

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

No decisions were received.

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

No late planning applications were received.

**12. Finance**

**To receive financial update**

Bank statements were available for inspection. The balance of the Community account after October’s invoices was £21,840.70, business money manager was £2255.65, Project Bawdeswell account was confirmed as £ £3,331.90 (ringfenced funds). Second precept instalment was received on 26th September from Breckland District Council. It was reported that £424.43 was paid out for the Community Car Scheme. The second instalment of the grant had been applied for. Clerk to keep under review and contact Breckland if demand for the scheme continues to be greater than the allocated grant funding.

HSBC safeguarding request – Although Trustee of Allotment to Former Highways Surveyors signatories were eventually identified, it was felt that the PC would be unable to fulfil HSBC’s requirements. Cllr Cunliffe suggested that the HSBC account be allowed to be closed by HSBC and a new account be opened. Clerk to investigate options for new accounts.

**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 3rd October 2019**

Mr Roy Reed – Milestone repair paint - cheque number 101059 £ 16.98

Alex Kirby – Community Car Scheme - cheque number 101060 £ 218.00

**The following payments to be made by bank transfer on 4th October 2019**

K&M Lighting Street Lighting Maintenance September 2019 £ 7.08

CGM Grounds Maintenance - September 2019 £ 225.18

Richard Blyth Community Car Scheme £ 23.50

Barbara Consadine community car scheme £ 49.00

Bill Cunliffe Community Car Scheme £ 34.00

Roger Fryatt Community Car Scheme £ 58.24

Bob & Lindsay Kuczma community car scheme £ 99.00

Joanne Porter - community car scheme £ 43.24

Linda Rose Community Car Scheme £ 36.00

Angela Shannon Community Car Scheme £ 108.12

Andrew Toomey Community Car Scheme £ 131.75

Ruth Whitmore Community Car Scheme £ 48.00

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

Mrs Jo Boxall - October salary & expenses £ 363.20

HMRC PAYE October 2019 £ 87.00

**13. Correspondence –**

Correspondence was received regarding new play equipment to which a response was sent by Cllr Mallen. An Email was received from a resident requesting A4 size stickers be placed on bins suggesting 20MPH speed limit, As collection is only once a week this was not thought to be a practical option. All other correspondence was circulated electronically

**14. To receive items for information**

Foxley are looking to invest in a SAM2 unit, Bawdeswell PC were invited to contribute to the cost and share the use of the equipment. To include on November agenda for consideration.

There was discussion over the future of the Reeves Tale., as it is considered an important publication for residents the PC

expressed their support and desire to ensure its continuity. It was hoped that the Village Hall driveway post will soon be dug out

and reset to upright. It was confirmed that the Village Hall Trustees had agreed to pay for the repair.

The Football Youth Club requested that the PC consider seeking quotes for grounds maintenance where a cylinder mower is used.

Clerk to obtain quotes for comparison. It was understood that the Football Club would be submitting a formal proposal for

Lighting, to be included on November’s agenda.

Concern was expressed over dogs mess on recreation ground. Clerk to investigate Keep Britain tidy signage. A need to update

the CCTV signage was expressed. It was reported that grups (and pipes) opposite Holly Cottage on Dereham Road are blocked.

Highways to be notified.

**15. To receive items for the next agenda November 7th 2019**

SAM 2 unit, Football Youth Club proposals, As there was concern about the lack of Councillors attending meetings it was agreed to consider a change of meeting date. Trustee of Allotment to Former Highways Surveyors account update

**16. To close the meeting**

There being no further business, the meeting was closed at 21.48pm

|  |
| --- |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |