MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL HELD ON THURSDAY 6th FEBRUARY 2020 STARTING AT 7.30PM IN THE VILLAGE HALL.

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

Mrs J Boxall (Clerk)

Members of the public – 2

1. To consider accepting apologies for absence.

No apologies for absence received as all Councillors present.

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 December 2019

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

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.

County Cllr Borrett and the Police were not in attendance. District Cllr Bambridge remains unwell and sent apologies.

Cllr Hartley-Walder reported on the recent Ofsted inspection at the Primary School. Cllr Lilwall gave brief update on roof issues.

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

Boundary hedge – churchyard. An attempt has been made to put a wire fence up, no official details were found showing legal boundary. It was suggested to reinstate a hawthorn hedge or mark boundary in some manner. It was agreed that further consideration was needed prior to any action.

**7. To receive update and approve further action re Football Club lighting request – Planning**

**application**

A response was received from Breckland which suggested that planning permission would be required for flood lights. It was agreed to advise the Football Club to obtain planning permission before permission could be given to progress the scheme. The Parish Council confirmed they remain in support of the scheme.

The football club forwarded a risk assessment and method statement for the installation of the flood lights to the Council for consideration.

**8. To approve policies regarding Community Car Scheme.**

It was agreed in December that the car scheme should only be used for journeys where there is no alternative transport available, and for health and safety it was agreed that CCS drivers would not be able to assist with wheelchairs.All CCS drivers are against the wheelchair restriction as it restricts the service that can be offered and requested reconsideration.

Following discussion, it was agreed that as liability rests with the Parish Council and the Community Car Scheme is a structured scheme, there was a need to manage risk and the Council could not permit drivers to help with wheelchairs unless a carer was accompanying the passenger and could manage the wheelchair as then liability was not with PC. Risk assessment to be drafted for consideration. Clerk to check insurance cover for CCS.

**9. Planning**

**(a) To consider planning applications**

**3PL/2019/1051**

**PROPOSAL: Construction of timber built and timber cladded kennel block**

**LOCATION: 34 Reepham Road, Bawdeswell, NR10 4RU**

Retrospective application as building has already been built. An objection has been received from a neighbour. The Council agreed with two against, that whilst they had no objection to the building of the kennel, they were concerned that the kennel may be used for commercial ventures as proposed by Cllr Cunliffe.

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

Appeal against refusal for change of use of outbuilding into holiday accommodation at Old Workhouse Paddocks, Reepham Road, Bawdeswell NR20 4RY has been dismissed

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

No late planning applications received.

**10. Finance**

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

Bank statements were available for inspection. The balance of the Community Account after January’s invoices was £14,381.02, Business Money Manager was 2257.15, Project Bawdeswell account was confirmed as £ £3,331.90 (ring-fenced funds for play equipment).

A cheque £4598.70 was received from HSBC confirming closure of the Trustee account. A further grant payment of £750 was received from Breckland District Council in respect of the Community Car Scheme and the balance of the account for the remainder of the financial year was confirmed as £427.90. The grant form had been submitted for next financial years Car Scheme funding. Eon Energy direct debit paid 11th January £67.96. Clerk to email to Treasurer of PCC regarding contribution.

**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 payments were made by cheque on 17th December 2019**

J. Mears church wall repairs £2040.00

R Reed - cheque 101059 was cancelled and reissued by bank transfer £ 16.98

K&M Lighting street lighting January 2020 £ 7.74

**The following payment was made by bank transfer 20th January 2020**

CGM Grounds Maintenance 226656 £ 540.00

**The following payments were made by bank transfer 23rd January 2020**

Bob & Lindsay Kuczma community car scheme £ 81.00

Andrew Toomey Community Car Scheme £ 44.74

Ruth Whitmore Community Car Scheme £ 85.50

Linda Rose Community Car Scheme £ 38.74

Barbara Consadine community car scheme £ 34.00

Richard Blyth Community Car Scheme £ 81.00

Roger Fryatt Community Car Scheme £ 77.00

Bill Cunliffe Community Car Scheme £ 59.00

Angela Shannon Community Car Scheme £ 138.74

**The following payment was made by bank transfer 31st January 2020**

Mrs Jo Boxall January salary & expenses £ 355.88

HMRC PAYE January £ 86.80

**The following payments were made by cheque 6th February 2020**

Alex Kirby Community Car Scheme - cheque number 101063 £ 131.50

Liz Ollier Community Car Scheme - cheque number 101064 £ 173.50

**The following payment to be made by bank transfer 7th February 2020**

NPFA annual membership £ 20.00

**The following payments to be made by bank transfer 28th February 2020**

Mrs Jo Boxall- February salary & expenses £ 355.68

HMRC PAYE February £ 87.00

**11. Correspondence –**

Email received from resident regarding Hall Road/ Two Fields Way junction, concern was raised regarding road directions confusion. PC to contact Highways regarding current confusion and requesting additional road signage if current road layout was permanent.

**12. To receive items for information**

Following Bawdeswell’s amazing response to provide support for two new residents, concern was raised about the suitability of Bawdeswell, being such a rural location, for people in social housing without access to basic necessities and lacking support from other service providers. Thanks were extended to everyone who stepped in to help. Cllr Bambridge responded to PCs concern but believed placement decision to be correct. PC to contact Flagship to ensure that similar situation doesn’t happen. Damage caused to grass verge and hedge along road following sugarbeet removal. Write to estate office to highlight the damage to the verges, and request it to be made good. Ongoing issue of cars parking on pavements. No update received regarding 20MPH outside school.

**13. To receive items for the next agenda March 5th 2020**

Football Club flood lights, CCS risk assessment

**14. To close the meeting**

There being no further business, the meeting was closed at 9.10pm