

**MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL  
HELD ON THURSDAY 1<sup>st</sup> OCTOBER 2020  
STARTING AT 7.30PM.**

The meeting was held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 via Zoom.

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

**Mrs J Boxall (Clerk)**

**Members of the public – 0**

**1. To receive and note apologies for absence.**

No apologies for absence received as all Councillors in attendance. Cllr Lilwall gave notice that he would be late in attending the meeting.

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

None received.

**3. To approve the minutes of the Parish Council meeting held on Thursday 3<sup>rd</sup> September 2020**

Unanimously resolved to approve the minutes of the Parish Council meeting held on Thursday 3<sup>rd</sup> September 2020, as a true and accurate record as proposed by Cllr Cunliffe, seconded by Cllr Hartley-Walder

**4. To adjourn the meeting to allow public participation.**

No comments were received.

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

County Councillor B. Borrett and The Police were not in attendance. The monthly Police report was circulated. District Councillor G. Bambridge gave an update on the situation at Breckland. He confirmed that Breckland have responded to the Government Planning Consultation which will be forwarded to Council. Cllr Cunliffe raised concerns about the draft response. Cllr Ewing expressed disappointment in continued instances of reduced social housing allocation. Cllr Bambridge offered to take Parish Council concerns to Breckland and to local MP.

Cllr Lilwall joined the meeting at 7.50pm

Cllr Lilwall reported back from Trustee AGM. Parish Council representatives to be confirmed at next meeting. He confirmed that Trustees were focused on getting hall running again, increasing revenue, balanced with restrictions. Thanks were extended to all the volunteers involved.

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

The Clerk reported that no update was received from Highways regarding the proposal to install a mirror opposite the Village Hall entrance but a follow up email had been sent. Cllr Cunliffe confirmed that Royal Mail had agreed to reposition the post box but that due to current restrictions, they cannot carry out the work as it requires two contractors. They will contact in advance so new position can be approved.

**7. To receive specification from Engineer re parking Village Hall and approve further action**

Drawings have been received but it was agreed that further consultation was needed with the Engineer prior to presenting the report to Council for further consideration. It was agreed to defer to next meeting

**8. To receive update on maintenance of PC land and gardens and approve further action.**

Councillors visited all the sites in the village with a view to creating a final grounds maintenance schedule for the village. Several options were presented for consideration. Following discussion it was unanimously agreed to leave the recreation ground contract as it is and obtain quotes for the Churchyard and Millennium Gardens, to seek further advice from Norfolk Wildlife Trust regarding Adams Pit, and exclude Adams Pit from the maintenance contract at present as proposed by Cllr Cunliffe. Once the current maintenance contract has ended, it was agreed that all locations should be joined in one contract.

It was agreed that the Parish Council noticeboard be repaired / renovated and moved to the left hand side of the Jubilee Garden arch so it is not so obscured.

**9. To approve the following policies following review – Complaints procedure, grievance policy and disciplinary policy**

It was unanimously agreed to approve the policies following review (without amendment) as proposed by Cllr Cunliffe.

**10. To receive update on Church boundary and approve further action as appropriate**

Residents at 3 Saxon Meadow confirmed that an old diagram shows their boundary line through the trees. They believe there is joint responsibility for the trees. It was unanimously agreed that as there is a need to create a boundary, hedging whips would be planted as proposed by Cllr Cunliffe.

**11. Planning**

**(a) To consider planning applications**

3PL/2020/0965/EA - Application for Environmental Approval to extend time of permission to 1/5/2021 for application number 3PL/2017/0668/HOU - Business and Planning Act 2020 at Maytree Cottage, 4 Church Close, Bawdeswell – As the application merely sought a legal determination based on the scheme submitted, no comment was invited from the Parish Council

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

No decisions were received

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

Application Number PL/2020/1002/F

PROPOSAL: Proposed dwelling

LOCATION: 6 Reeves Close, Bawdeswell

Previous permission granted (following appeal) has lapsed Following discussion Cllr Cunliffe proposed that as there has been no change in plans from the initial application the Council would object again to the application on the principle that it is outside the Parish Boundary but request that should permission be granted, a condition be added to prevent the building from being sold separately to the main dwelling. This was agreed with one abstention.

**12. Finance**

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

The balance of the Community account as at 30<sup>th</sup> September was confirmed as £17,528.00, Business Money Manager was £2258.74, Project Bawdeswell account was confirmed as £ 3,313.90. An invoice had been sent to Foxley for their contribution to the Community Car Scheme £235.94. Due to restrictions, lack of journeys and need, it was unlikely the second grant payment would be made by Breckland.

The Clerk confirmed that the balance of earmarked reserves was £2500 for Village Hall Driveway, £200 for the defibrillator and £2306.64 for play equipment. The Clerk would therefore transfer £1692.74 to the project Bawdeswell account so earmarked reserves were in same account (£5006.64). Cllr Toomey carried out the quarterly bank reconciliations via email.

**To approve payments made, to be made and approve late payments as necessary**

All payments made and to be made for September and October approved as proposed by Cllr Cunliffe.

**13. Correspondence**

All items received were circulated to Council.

**14. To receive items for information**

Website Accessibility Regulations come into force in September, Clerk reported that the website was now compliant and the website accessibility policy was on the website.

Two Field Way – Serco were struggling to empty the dog bin and requested it be lowered.

It was agreed that a wreath should be purchased on behalf of the Parish Council for the funeral of Mr A. Battley, ex-Chairman of the Parish Council, condolences were expressed to his family.

Cllr Mallen to make further enquiries to Community Heartbeat Trust requesting clarification regarding if defibrillator will still be covered by the East of England Ambulance service at the end of this year.

Complaints have been received from residents on Dereham Road, heavy lorries have caused manhole covers to drop which are causing a noise nuisance. Clerk to report to Highways.

**15. To receive items for the next agenda November 5th 2020**

Appoint Village Hall Trustees, Village Hall Driveway, church boundary

**16. To close the meeting.**

There being no further business the meeting was closed at 8.52pm