

**MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL
HELD ON THURSDAY 8th APRIL 2021
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

Mrs J Boxall (Clerk)

Members of the public – 0

1. To receive and note apologies for absence.

No apologies for absence were 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 Parish Council meeting held on Thursday 4th March 2021

It was unanimously agreed to approve the minutes of the Parish Council meeting held on Thursday 4th March 2021, as a true and accurate record as proposed by Cllr Cunliffe, seconded by Cllr Mallen. Minutes to be signed as soon as possible once current restrictions are lifted.

4. To adjourn the meeting to allow members of the public to speak on agenda items.

No comments were received as there were no members of the public in attendance.

5. To receive reports from District Councillor, County Councillor & Police. To receive reports from Village Hall and Bawdeswell Heath.

District Councillor G. Bambridge, District Councillor B. Borrett and the Police were not in attendance. The monthly Police report was circulated electronically. Cllr Cunliffe confirmed that an email had been sent to District Cllr Bambridge regarding his continued absence from meetings but no reply had yet been received. Cllr Lilwall gave a brief update on Village Hall matters and confirmed that the focus was on encouraging people to come back and use the hall. There was nothing to report regarding Bawdeswell Heath.

6. To receive update on matters arising from previous minutes for information only – manhole cover – church boundary update, open space adoption,

No response had been received with regards to the sunken manhole cover no update. It was confirmed that Highways believed it to be Anglian Waters responsibility and they were being contacted regularly by a resident living nearby. It was agreed that the Council would send a letter to Anglian Water. It was reported that the manhole cover outside number 49 Reepham Road also needs repairing and may also be Anglian Waters responsibility. A letter of agreement had been sent to the resident regarding the church boundary. Letter of thanks to be sent to the Friends of Bawdeswell Church and Resident of Saxon Meadow for their donation towards the church fence. Cllr Ewing to make further enquiries regarding the exact position of the boundary. An update was given on the open space.

7. To approve engaging a solicitor to manage open space transfer on behalf of Parish Council.

An email was received from Abel Homes regarding the open space transfer. It would be necessary for the Parish Council to instruct a solicitor to carry out the transfer on behalf of the Council. All fees to be paid by Abel Homes. It was unanimously agreed to appoint Spire Solicitors in Dereham to carry out the transfer as proposed by Cllr Cunliffe and seconded by Cllr Mallen

8. To approve further action regarding drainage extension -Village Hall car parking area

Three quotes were circulated for consideration. All contractors confirmed that the project was feasible. The Farmer has confirmed that the work would need to be carried out after the harvesting of the current crop (possibly July) and confirmed that they would be happy with Councils choice of contractor.

Following discussion it was unanimously agreed to appoint Paul Buck to carry out the work as proposed by Cllr Cunliffe, seconded by Cllr Toomey. It was confirmed that the existing pipework would be renewed at the same time. Clerk to write to all contractors.

9. Policies – To review and approve protocol for reporting of meetings, Health & Safety Policy & safeguarding policy

It was unanimously agreed to approve the Protocol for reporting of meetings, Health & Safety Policy and the Safeguarding Policy following review as proposed by Cllr Cunliffe, seconded by Cllr Mallen.

10. To approve further action / consider Parish Partnership Funding for speed awareness sign

It was acknowledged that speeding is an issue in Bawdeswell and the Parish Council has a duty to take matters further. The speed reduction sign on Norwich road which hasn't been working recently is now working following a call to Highways. As it was felt that the speeding issues were mainly focused on the Reepham Road, past Reeves Close and The Street, past the school, there would not be enough locations to warrant a SAM2 speed awareness camera which required several locations and moving/recharging every 4 weeks. Following discussion it was agreed to write to Highways (copy to be sent to County Cllr Borrett) to enquire if a permanent flashing sign could be installed just past 40mph sign on Reepham Road and if Parish Partnership funding would be available for this. It was agreed to draw attention to the recent housing development and subsequent increase in traffic. It was agreed to include on the May agenda for further consideration.

11. Planning

(a) To consider planning applications

3PL/2021/0387/HOU - Proposed porch and rear single storey extension, with various internal alterations at 7 Hall Road, Bawdeswell

The Council agreed that they had no comment or objection as proposed by Cllr Cunliffe and seconded by Cllr Mallen

3PL/2021/0320/HOU- Proposed single storey extension (north elevation) at Heath Cottage, Dereham Road, Bawdeswell

The Council unanimously agreed to object to this application as there have been extensive alterations to the property and even though it is a small extension, it is continued overdevelopment of the site. It was agreed to use Cllr Cunliffe's email, previously circulated to Council as a basis for the response to Breckland as proposed by Cllr Cunliffe and seconded by Cllr Mallen.

(b) To receive decisions from Breckland District Council

No decisions were received.

(c) To consider any late planning applications

No late planning application were received.

12. Finance

To receive financial update and bank statements for consideration

The balance of the Community account as at end of year was confirmed as £15677.10 (Due to banking error Clerk's March salary and PAYE not paid until 3rd April 2021), Business Money Manager was £2258.86, Project Bawdeswell account (earmarked reserves) was confirmed as £5006.64 but money would need to be moved into earmarked reserves as driveway reserves £2500, Play area reserves £3955.96 and defibrillator £200. The Community Car Scheme balance brought forward was £630.26. Breckland have confirmed that the grant payment of £750 will be made in October in light of the reserve held.

The end of year accounts had been finalised and are to be taken to the internal auditor. The VAT return for the year 2020/21 totalling £1860.02 had been submitted to HMRC. A donation of £376 was received from the Friends of Bawdeswell Church as a contribution towards the boundary fence.

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

All payments made and to be made for April approved as proposed by Cllr Cunliffe, seconded by Cllr Hartley-Walder.

Payments to be made by Bank Transfer 9th April 2021

Norfolk ALC Annual subscription	£204.29
Clive Hall – Toddler swing repairs	£ 22.00

Payments to be made by Bank Transfer 30th April 2021

Mrs Jo Boxall – April salary & expenses	£366.27
HMRC – PAYE April	£ 89.40

13. Correspondence

All correspondence circulated

14. To receive items for information

It was reported that the Contractor would soon be able to carry out the work to the noticeboard. Following concerns raised, Breckland confirmed that as legal proceedings for a breach of planning had been served on the owner of Pigman's House (converting Pigman's into a habitable dwelling) they would be unable to use the 10 year rule on their return to the UK.

Cllr Lilwall requested future agenda items to include the fencing along VH driveway and consideration of a commemoration event later in the year with regards to acknowledging the road names dedicated to the two airmen and an official opening of the play area. Cllr Cunliffe to make further enquiries with Abel Homes.

Cllr Reed raised concern about building work being carried out on The Drift. Cllr Cunliffe to have a look and report to Breckland enforcement as appropriate.

It was agreed to send Cllr Bambridge a copy of the Council's objection / submission regarding the planning application at Heath cottage.

15. To receive items for the next agenda May 6th 2021

It was agreed to hold the May Parish Meeting on same evening as the Annual Parish Council Meeting to start at 7.15pm with the Annual Parish Council Meeting starting at 7.30pm Future agenda items to include speeding concerns, community event and fencing along VH driveway,

14. To close the meeting.

There being no further business the meeting was closed at 20.41pm