

**MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL  
HELD ON THURSDAY 1<sup>st</sup> July 2021  
STARTING AT 7.30PM.**

**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 – 2**

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

No apologies for absence were received as all Councillors were present.

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

None were received.

**3. To approve the minutes of the Bawdeswell Parish Council meeting held on Thursday 3<sup>rd</sup> June 2021**

It was unanimously **AGREED** to approve the minutes of the Parish Council meeting held on Thursday 3<sup>rd</sup> June 2021 as a true and accurate record as proposed by Cllr Cunliffe, seconded by Cllr Mallen. Minutes were duly signed.

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

No comments were received.

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

District Councillor G. Bambridge, County Councillor B. Borrett and the Police were not in attendance. The monthly Police report was circulated electronically. Cllr Lilwall gave a brief update on matters relating to Village Hall and confirmed the Trustees were focusing on getting groups back in the hall.

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

Matters arising were covered elsewhere on the agenda.

**7. To receive information and approve further action regarding request for wildflower meadow**

A resident from James McLean Loke attended the meeting seeking approval to transform an area of open space adjacent to their property into a wildflower meadow. Following review of the proposed area, it was agreed that the area in question was not part of the open space areas currently being transferred to the Parish Council, so was not under Parish Council jurisdiction.

**8. To receive update and approve further action regarding maintenance of village sign**

Cllr Reed cleaned the sign but it was agreed that it was in need of repair / restoration. It was unanimously **AGREED** to seek the services of a contractor / resident to carry out the necessary work to repair / repaint the Village sign with emphasis on the work being time critical and carried out as soon as possible, as proposed by Cllr Cunliffe and seconded by Cllr Lilwall.

**9. To receive update and approve further action regarding speeding concerns / road layout**

Concerns had been raised with Highways regarding speeding on both the Reephams and Dereham Roads, the junction layout at Hall Road / junction with Two Fields Way and the speed restriction signage on Foxley Road. MP George Freeman, the Chair of Norfolk County Council, County Cllr B. Borrett and District Cllr G. Bambridge had all been contacted regarding the concerns. Following a site meeting with a Highways engineer, no suggestions were offered regarding the speeding concerns and Highways confirmed that they do not support changing the road signs to 20MPH in Foxley Road. They suggested the school consider staggered arrival and leaving times which it was felt would not solve the issue of speeding. Highways confirmed that they would review the layout of the junction at Hall Road with Two Fields Way. Following discussion and with Parish Partnership Funding considerations, it was

unanimously **AGREED** that the Clerk would make further enquiries regarding fixed speed awareness signs and circulate to Council for the approval of further action via email, as proposed by Cllr Cunliffe and seconded by Cllr Ewing.

#### **10. To review and consider projects for future section 106 / CIL funding**

Given the recent problems with unauthorised overnight parking at the Garden Centre, it was suggested that the Parish Council consider requesting a height restriction gate for the Village Hall as one of the Section 106 projects, as well as driveway and car park resurfacing lighting around the village hall (pole lighting along the driveway leading to the car parking area). Previous emails regarding section 106 projects were circulated for consideration. It was agreed that the Clerk would put together an application for submission to Breckland.

#### **11. To consider replacement / repair of deteriorating play equipment**

The annual play inspection report was received and circulated to Council. It was agreed that future play inspections would be carried out in April to allow any repairs to be carried out prior to the summer, when the play area is in demand. It was agreed that the Clerk would make further enquiries with regards to the replacement of the Toddler swings and these would be taken out of use in the meantime as per play inspection report. Other matters raised would be given attention and the Clerk would circulate a report to Council for consideration. Cllr Mallen confirmed that the vegetation would be cut back. The Clerk confirmed that there is currently £3959.66 in earmarked reserves for the play area with a further £2500 in the budget this year for repairs and maintenance to the play equipment.

#### **12. To review the Data Protection Policy**

Following review it was **AGREED** that the Data Protection Policy should be approved without amendment as proposed by Cllr Cunliffe, seconded by Cllr Mallen.

#### **13. Planning**

##### **(a) To consider planning applications**

No planning applications were received

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

3OB/2021/0020/OB - Compliance with Schedule 1, Part 3, Paragraph 2 on permission -  
3PL/2018/0993/F - The development has been completed within 3 years of the date of the first Permission issued in relation to the Development. At Land off Hall Road, Bawdeswell – **Approval**  
3PL/2021/0617/HOU - Two Storey Side Extension & Replacement Garden Room at Park Farm Dereham Road Bawdeswell - **Approval**

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

3PL/2021/0883/LB Retrospective Application to for a garden pond and to replace a garden fence at Chaucer House The Street, Bawdeswell

The Council agreed that they had no comment or objection to the application.

#### **12. Finance**

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

The balance of the Community account as at end of June 2021 was confirmed as £24402.89, Business Money Manager was £2258.92 and the Project Bawdeswell account (earmarked reserves) was confirmed as £6655.96 as at 1<sup>st</sup> July 2021. The Community Car Scheme balance confirmed as £506.26 as the DBS subscription had been paid (£84). £443.22 was received from Breckland in recycling credits for glass and textiles. The Clerk acknowledged that the precept figures approved at the December meeting had not been included with the December minutes for confirmation so would now be added for clarification. It was also recognised that figures used for comparison in the monthly budget statements to date were last year's precept figures so this has now been updated.

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

All payments made and to be made for June/ July were approved as proposed by Cllr Cunliffe, seconded by Cllr Ewing. It was agreed that the regular payments would continue to be made in August in accordance with the budget or by prior agreement (drainage work). The invoice for the annual play inspection report was approved as a late payment.

**Payments made by Bank Transfer 15<sup>th</sup> June 2021**

K&M Lighting invoice 6383 £7.74  
K&M Lighting invoice 6429 £7.74  
W. Cunliffe –Community Car Scheme medical refund £40.00  
Norfolk Playing Fields Association £20.00

**Payment to be made by bank transfer 2<sup>nd</sup> July 2021**

David Bracey – Annual Play inspection report - £120.00

**Payments to be made by Bank Transfer 30th July 2021**

Mrs Jo Boxall – July salary & expenses – £366.27  
HMRC – PAYE July – To be confirmed - £87.40

**13. Correspondence**

All correspondence received was circulated.

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

The restored noticeboard will shortly be installed. It was agreed to write to Bawdeswell Garden Centre and raise concern about commercial vehicles parking on the highway, thus restricting visibility. Cllr Ewing confirmed that white lines have appeared around the sunken manhole on Reepham Road. Work to install the drainage pipes was expected to take place between 5<sup>th</sup> – 20<sup>th</sup> August when the field would be empty. The ‘Give Way’ signage on the Dereham Road has still not been reinstated, Clerk to send to Highways.  
Future agenda items to include car park flooding, restoration of the village sign, Queens Jubilee Celebration, Clerk’s pay review, defibrillator – to consider relocating.

**15. To approve the date of the next Parish Council Meeting September 2nd 2021**

It was **AGREED** that the next meeting would be held on Thursday September 2nd 2021 in the Village Hall subject to social distancing measures.

**16. To close the meeting.**

There being no further business the meeting was closed at 20.45 pm

Minutes confirmed ..... 2<sup>nd</sup> September 2021