

**MINUTES OF THE MEETING OF BAWDESWELL PARISH COUNCIL
HELD ON THURSDAY 3rd FEBRUARY 2022
STARTING AT 7.00PM.**

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

Mrs J Boxall (Clerk)

Members of the public – 2

County Councillor Bill Borrett

A representative from the Lord Lieutenant's Office attended the meeting and presented the council with a Covid memorial plaque in recognition of the efforts of the Bawdeswell community during the Covid pandemic.

1. To receive and note apologies for absence.

No apologies for absence were received. Following the resignation of Cllr Cunliffe, the Notice of Vacancy was displayed. It was confirmed that no requests for an election to fill the vacancy were received so the Council are now able to co-opt.

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

None were received.

3. To approve the minutes of the Parish Council meeting held on Thursday 2nd December 2021

It was unanimously **AGREED** to approve the minutes of the Parish Council meeting held on Thursday 2nd December 2021 as a true and accurate record as proposed by Cllr Reed, seconded by Cllr Hartley-Walder. Minutes were duly signed.

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

A resident raised concern regarding the increase of HGVs and farm traffic on the Reepham Road. Cllr Mallen gave a brief overview of concerns raised in the past. CC Borrett suggested a survey be taken to highlight the issue and offered to seek further advice from Highways. It was agreed to contact Reepham Town Council and see if they have noticed extra vehicle traffic, and share the concerns raised.

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

County Councillor Borrett gave an update on county matters including new routes / possible change of day for refuse collection and grass cutting schedule changes for the County Council and Breckland, Further details to be forwarded to the Council regarding this and the Queens Jubilee celebration funding. The Police were not in attendance but the Police report was circulated.

District Councillor G. Bambridge sent his apologies

Cllr Lilwall gave a brief update on matters relating to the Village Hall and confirmed that the hall was in a positive position. Engineers were expected on site to carry out a full diagnostic on the roof which indicated a move towards finding a permanent solution.

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

Quotes for playground surfacing and tree works were still to be obtained.

7. To approve transfer of public open space and sign deed in accordance with Standing Orders

Following discussions and meetings, further enquiries were made with the developers regarding concerns raised by the Council's solicitors. As the matters raised had been satisfactorily addressed, it was unanimously **AGREED** that the Council were in a position to sign the deed for the transfer of open space in accordance with the standing orders as proposed Cllr Ewing and Cllr Lilwall. Cllr Ewing and Cllr Mallen duly signed the deed, witnessed by the Clerk

8. To receive update & approve driveway quotes

The Clerk confirmed that three companies had been approached and to date two quotes had been received. It was agreed to consider the quotes via email once third quote received and ratify at the next meeting.

9. To approve co-option policy and associated documents including advert for new Councillor

It was unanimously **AGREED** to approve the co-option policy and associated documents including the advert for a new Councillor as proposed by Cllr Hartley-Walder and seconded by Cllr Lilwall. A 'wanted' poster had been placed in the Reeves Tale to encourage residents to come forward.

10. To receive update following vandalism to basket swing

Following vandalism to the basket swing, the damage was reported to the police and a crime reference number obtained. A quote for replacement / installation was obtained (£1994.89 + VAT) and forwarded to the insurance company. The claim was settled and £1869.89 was received as an insurance excess of £125 was deducted and the council reclaim the VAT. Playdale had kindly agreed to install the rotobounce seats at the same time as the basket swing at no additional cost. The quote for the rotobounce seats and bolts was confirmed as £640.36 + VAT. There was a 12 – 14 weeks lead time. Future considerations include replacement of the A frame.

11. To receive / approve proposal from Football Club re future pitch maintenance and preparation

As the football pitch has been waterlogged no matches have been played since October. A proposal was received from the Football Club to install drainage on the football pitch. It was confirmed public liability insurance was in place and there would be no visual difference in the field at the end of the installation. Whilst concern was expressed over the success of the scheme to solve the issue due to the soil type, it was unanimously **AGREED** to approve the proposal subject to the Condition that the Council state where any surplus soil should be dispersed as proposed by Cllr Mallen and seconded by Cllr Ewing.

10. Planning

(a) To consider planning applications

No new planning applications were received.

(b) To receive decisions from Breckland District Council

3PL/2021/1554/F - Conversion of outbuilding into holiday accommodation at Old Workhouse Paddocks Reepham Road – Approval

Following concerns raised, District Cllr Bambridge confirmed via email that Breckland planning enforcement and legal department are presently drafting a planning contravention notice on this site

(c) To consider any late planning applications

No late planning applications were received.

11. Finance

To receive financial update and bank statements for consideration

The balance of the Community account as at end of January 2022 was confirmed as £19140.40, Business Money Manager was £2259.06 and the Project Bawdeswell account (earmarked reserves) was confirmed as £6647.96 (bank charges of £8/month were now being taken). The Community Car Scheme balance confirmed as £1033.12. Eon Energy Direct Debit £51.79 paid 14th December 2021. Bank charges of £9 were taken on 3rd January 2022. A further letter was sent to HMRC to request refund of overpaid PAYE £358.00.

A kind donation of £55.20 was received to cover cost of replacement defibrillator pads. It was agreed to apply for CCS funding of £1500 in anticipation of increasing demand.

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

All payments made and to be made were **AGREED** proposed by Cllr Mallen, seconded by Cllr Toomey

To review current banking arrangements and approve signatories.

The Clerk confirmed that bank charges were now being made in respect of the current account and the Project Bawdeswell account. Following discussion, it was unanimously **AGREED** to remain with HSBC and review this and find / approve new signatories after the annual May meeting as proposed by Cllr Mallen, seconded by Cllr Ewing

Payments made by Bank Transfer 4th December 2021

Garden Guardian – Grounds Maintenance Jubilee Garden/ Village green - £1584.00

Payment made by Bank Transfer 16th December 2021

K&M Lighting 13th December – 13th January 2022 - £7.74

Payments made by Bank Transfer 10th January 2022

Bawdeswell Village Hall Hire December - £10.00

Ravenscroft Tree Services - Tree survey - £306.00

Community Heartbeat Trust - Defibrillator pads - £55.20

Payments made by Bank Transfer 13th January 2022

NGF Play - toddler swing balance - £1615.32

NGF Play - replacement chains - £154.32

Payment made by Bank Transfer 25th January 2022

Bawdeswell Village Hall Hire – November - £10.00

Mrs Jo Boxall - January salary & expenses - £469.02

Payment made by Bank Transfer 31st January 2022 & to be made 28th February 2022

Mrs Jo Boxall – Salary & Exps £ 469.02

12. Correspondence - To consider request for further action re HGVs on Reepham Road

All correspondence received was circulated. Request for further action re HGV's on Reepham Road was discussed earlier in the meeting.

13. To receive items for information and receive items for the next agenda

Following concern about overflowing dog bins, it was agreed to continue to monitor the situation and review as necessary. Future agenda items to include the driveway. It was agreed to consider the Council's contribution to the jubilee celebrations,

Cllr Ewing highlighted the email received regarding Wensum western link project update and suggested obtaining feedback from the community via the Reeves Tale.

14. To approve the date of the next Parish Council Meeting March 3rd 2022

It was unanimously **AGREED** that the next meeting would be held on Thursday March 3rd 2022 at 7.00pm in the Village Hall subject to social distancing measures.

15. To close the meeting.

There being no further business the meeting was closed at 20.28pm

Minutes confirmed 3rd March 2022