

MINUTES OF THE PARISH COUNCIL MEETING OF BAWDESWELL PARISH COUNCIL HELD ON THURSDAY 5TH OCTOBER 2023 AT BAWDESWELL VILLAGE HALL STARTING AT 7.00PM.

Present: J. Mallen (Chair), D. Shannon (Vice Chair), R. Reed, C. Good and P. Craven

Mrs J Boxall (Clerk)

4 Members of the public

1. To receive and note apologies for absence

Apologies for absence were received and noted from Cllr Hartley-Walder.

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

A personal declaration of interest was received from Cllr Good in agenda item 14 as a Village Hall Trustee and Cllr Shannon declared a personal interest subject to discussion on specific sites (Breckland Local Plan).

3. To approve the minutes of the Parish Council meeting held on Thursday 7th September 2023

It was unanimously **AGREED** to approve the minutes of the Parish Council meeting held on Thursday 7th September 2023, as a true and accurate record as proposed by Cllr Shannon, seconded by Cllr Good. Minutes were duly signed.

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

Mr Williamson informed the Council on his proposal for maintaining the grass areas within the village, provided costings and suggested grant funding may be available from the Football Association to cover a large portion of the initial outlay (mower, strimmer etc.) Further information was requested. This suggestion was supported by another resident in attendance.

Concern was raised about parking issues on The Street, including outside the shop and near the school with vehicles parking on the pavement or blocking the road

5. To receive update from the Planning Director and Local Plan Manager regarding Call for Sites and Bawdeswell's Local Service Centre status

Neither were in attendance. Concern was expressed by the non-attendance.

6. To receive reports from District Councillor, County Councillor & Police. To receive report from Village Hall & Primary School

District Councillor G. Bambridge sent his apologies. County Councillor B. Borrett, the Police and David Taylor, Chair of the Primary school governors were not in attendance.

Village Hall representative – Cllr Good gave a brief update and confirmed work and activities are going well. The AGM would be held on 30th October at 7pm. It had been agreed by the Trustee to close the fundraising efforts for the roof as they had got to within £2000 of raising the total amount. The PC congratulated the Village Hall Trustees on their efforts.

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

Proposed dog signage was circulated for consideration. Following discussion it was agreed to purchase 6 signs, as large as possible (and posts) as proposed by Cllr Shannon, seconded by Cllr Reed (initially approved at September meeting). Clerk to obtain costs to fence off the play area and speak to handy man re posts. Dog Warden to be contacted as necessary.

As the oil boilers ban has been pushed back to 2035, following the Prime Minister's announcement of changes to a number of environmental policies, it was agreed to review the situation annually and take further action as necessary.

8. To receive update on Community Speed Watch and approve further action

An advert had been placed in the Reeves Tale seeking more volunteers. As this has only just been published it was agreed to defer to next agenda.

9. Grounds Maintenance – To receive update & To receive quotes for grounds maintenance, approve contract for 2024 and consider / approve further action re village maintenance (Jubilee Garden & Adams Pit)

The Clerk confirmed that she had emailed the approved schedule to 5 grounds maintenance contractors and 4 gardening companies for consideration. To date no quotes have been received. A proposal was received and circulated from Mr Williamson. It was agreed to defer approval of contract until November in the hope of receiving quotes. Clerk to chase.

10. Breckland Call for sites – To receive update and approve further action re consultation

Details of consultation events were circulated. Cllr Hartley-Walder attended the meeting and circulated a report. Following discussion it was agreed that the Clerk would contact District Cllr Bambridge and ask him to rearrange for the Planning Director and Local Plan Manager to attend, and confirm that the Council have had preliminary discussions and consideration about when individual site proposals should be discussed and comments submitted but have held off pending meeting with Planning Officers.

11. Play area – To receive update and approve further action as required

It was confirmed that the repairs to the play area would be carried out w/c 9th October. The handyman was trying to source a climbing wall to replace the damaged one on the tractor. An email was sent to NGF Play regarding the movement on the toddler swings. It was acknowledged that further action needed to be taken regarding exposed concrete (slide) and the exposed tunnels.

12. Highways – To receive items to report to Highways, receive update on items already reported.

Clerk circulated the NCC link to Highways 'report an issue'. Clerk to be sent enquiry references to send to Highway Rangers as appropriate.

It was agreed to write to Highways, copied to the District and County Councillors and MP highlighting dangerous situation with speeding vehicles and vehicles parking on pavements, creating an issue with the local bus service trying to get through, sometimes having to mount the pavement. It was suggested that the white lines on The Street be reinstated. A site meeting with Highways would be welcomed.

13. Planning

(a) To consider planning applications received

No planning applications were received.

(b) To receive decisions from Breckland District Council

3PL/2023/0660/EU - Certificate of Lawfulness for an Existing Use or Development (CLEUD) for the erection of stables and associated hardstanding for a period in excess of 4 years at Ambergate Farm Blind Lane Reepham Road – refused

(c) To consider any late planning applications

No late planning applications were received.

14. Finance

(a) To receive income / expenditure budget figures to 30th September for consideration

The balance of the Community account as at 30th September 2023 was confirmed as £34,001.23, Business Money Manager (Earmarked reserves) was £39172.18. Budget figures were circulated to Council for consideration.

(b) To approve payments made, to be made and approve late payments as necessary

All payments made and to be made as per schedule of payments were **AGREED** as proposed by Cllr Mallen, seconded by Cllr Reed. The list of payments was duly signed.

3rd September 2023	Bank charges to 12th August 2023	8.00
9th September 2023	David Shannon - refund weed & feed etc.	145.50
9th September 2023	BHIB - insurance renewal	489.22
17th September 2023	Playdale deposit 50% repairs	£462.83
17th September 2023	PKF Littlejohn - external audit fee	£252.00
17th September 2023	Mrs Jo Boxall - refund printer ink	£40.99
26th September 2023	Bawdeswell Village Hall Hire August	£9.60
26th September 2023	K&M Lighting 13th September - 12th October	£9.42
30th September 2023	Mrs Jo Boxall - September salary & exps.	£508.77
Future payments to include		
3 rd October 2023	Bank charges to 12 th September 2023	8.00
4 th October 2023	Bawdeswell Village Hall – September	24.00
	K&M Lighting 13 th September – 13 th October 2023	9.42
	David Bracey – Bluebell Rise play inspection	120.00
31 st October 2023	Mrs Jo Boxall – October salary & exps	508.77
Receipts		
29 th September 2023	Breckland District Council	13500.00

(c) To review Community Car Scheme finances and consider / approve further action re 2nd grant instalment.

It was confirmed that the balance of the Community Car Scheme was £1,554.14 with payments made to drivers to June. It was **AGREED** that the Council would not apply for the second instalment of the Community Car Scheme Grant as a large reserve was held as proposed by Cllr Mallen, seconded by Cllr Shannon

(d) To approve 50% contribution to Bawdeswell Heath Trustees

As approved in the budget for 2023/24, it was **AGREED** to contribute £198.65 towards Bawdeswell Heath insurance as proposed by Cllr Shannon, seconded by Cllr Mallen.

(e) To consider / approve grant award (recycling credits) to Little Monkeys for equipment.

A grant application was received from BEG on behalf of the Little Monkeys Toddler Group for £118 for new equipment. It was unanimously **AGREED** to award a grant of £118 as proposed by Cllr Shannon, seconded by Cllr Mallen. Payment to be made via the Village Hall.

(f) To record conclusion of audit and receive External Audit report / certificate

PKF Littlejohn sent the External Auditor's report and certificate 2022/23 confirming no cause for concern although it was noted that one box on the AGAR form had not been ticked – section 2, box 11(b) was accidentally left blank. Notice of conclusion of audit has been published on the noticeboard and website.

(g) To approve appointment of internal control officer

It was unanimously **AGREED** to appoint Cllr Craven as the internal control officer as proposed by Cllr Mallen, seconded by Cllr Reed

15. Correspondence

All correspondence received was circulated. A complaint was received about the overgrown area at the entrance to the Village Hall, an email was sent to the Contractor.

Breckland Council are seeking PC views on their draft Local Validation List (LVL) response by 20th October 2023. It was agreed to submit the response as drafted by Cllr Shannon (proposed by Cllr Mallen, seconded Cllr Reed)

As the period during which electors might request an election to fill the casual vacancy on the Council has elapsed and no requests were received, it was agreed to advertise for a new Councillor.

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

Future agenda items to include award of grounds maintenance contract, play area surfacing / fencing and Highway matters. Clerk to circulate draft budget for 2024/25. Concern was raised over reports that teens had been offering drugs to youngsters on the recreation ground. Cllr Mallen agreed to write to Flagship following concerns raised about unsafe fencing.

17. To approve the date of the next Parish Council Meeting Thursday 2nd November 2023

The date of the next meeting was confirmed as Thursday 2nd November 2023 at 7pm

18) To close the meeting

There being no further business, the meeting was closed at 20.55pm