

# STOW BEDON & BRECKLES PARISH COUNCIL

12 February 2018

**Members of the public are invited** to attend a Meeting of Stow Bedon & Breckles Parish Council to be held in St Botolph's Church, Gravelpit Hill, Stow Bedon, NR17 1BX, on Monday, 19 February 2018 at 7.30 p.m. for the purpose of transacting the following business.



Julian Gibson

Clerk to the Council

The Jays, Watton Road, Wretham, Thetford, NORFOLK IP24 1QS (01953 499980)

## Agenda

1. **To consider accepting** the reasons for any apologies for absence.
2. **Declarations of interest** in items on the agenda. Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate in the whole of an agenda item in which they have an Interest. In the interests of transparency, Members may also wish to declare any other interests they have in relation to an agenda item, in support of the seven Nolan Principles, namely Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.
3. **To consider** any applications made by Members for a dispensation to allow them to participate in and vote on an agenda item in spite of a Disclosable Pecuniary Interest.
4. **Public participation session.** The Council's Standing Orders allow members of the public to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. This session should not exceed 20 minutes, and members of the public are requested to keep their comments brief. Please note that the Council is unable to make a decision binding in law at this meeting unless the item is already included on the published agenda. It can, though, place the matter on the agenda for discussion at a future meeting.
5. **To confirm** and **sign** the minutes of the Meeting held on Monday, 22 January 2018.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
  - 6.1. [6] **Blocked gullies on B1111 near Church Cottage.** David Jacklin, Highway Engineer, has said that when the Clerk confirms that the ditch has been cleared he will mobilise a jetting gang to have the system cleansed.
7. **To receive** Correspondence (available at the meeting).
  - 7.1. Came & Company: *Local Council Insurance - Renewal invitation.*
  - 7.2. Hiscox: *Policy Schedule.*
  - 7.3. Hiscox: *Certificate of Employers' Liability Insurance.*
  - 7.4. Came & Company: *Terms of Business.*
  - 7.5. Hiscox: *Important Information - Please Read.*
  - 7.6. Hiscox: *Policy Summary.*
  - 7.7. MK Illumination (UK) Limited: *Marketing letter.*

8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
  - 8.1. **3PL/2018/0033/F: Honeysuckle Cottage, Stow Bedon Road, Rocklands.** Application for Change of use of existing residential annex to independent residential dwelling. **To note** that the Clerk has responded “No objection” under his delegated powers, after consultation with Members.
  - 8.2. **3PL/2017/1244/F: Old Farm, Mere Road, Stow Bedon.** New dwelling. Amended Plan. Planning Permission dated 26 January 2018.
  - 8.3. **3PL/2017/1565/VAR: Moat Farm Barn, Low Road, Breckles.** Variation of condition 2 on 3PL/2016/0371/F. Planning Permission dated 5 February 2018.
  - 8.4. **3PL/2012/0707/F, 3PL/2012/0708/F, 3PL/2012/0709/F, 3PL/2012/0710/F & 3PL/2012/0715/F: Watering Farm, Woodcock Road, Stow Bedon.** Demolition of existing duck rearing buildings & erection of pig rear buildings (Retrospective). Planning Permission dated 5 February 2018.
  - 8.5. **3PL/2017/1309/F: Prince of Wales Lodge, Cherry Tree Lane, Stow Bedon.** Erection of 8 dwellings with parking, garaging, amenity and open space and retain existing dwelling. **To receive** a report of the outcome of the Breckland Council Planning Committee meeting on 12 February 2018.
9. **To consider** asking Breckland Council to provide the Council with copies of all documents submitted with Planning Applications, as they promised to do in February 2016. **Note:** Apparently, despite this promise, sometime around June 2017 they decided (without any consultation or even advice) to only send out copies of the plans and the application form.
10. **To receive** a report concerning the trees south of the Pingo Trail lay-by, which appear to have been cut down, and **to agree** any action required.
11. **To receive** a report on the issue of flooding of the road outside Hawthorne Farm, Lower Stow Bedon, and **to decide** what action (if any) the Council should take.
12. **To consider** reverting to the use of Caston Village Hall for future meetings of the Council. (**Note:** The Hall is scheduled to re-open for bookings (after alterations and refurbishment) on 1 April, but at the moment the usual Council dates appear to be available. The advertised rate is £5/hour (so £10/meeting). Previously the Council was allowed a 50% discount, but there is no guarantee that this would be available now. The Hall Committee Chairman has said that the Council would be welcomed should it decide to return.)
13. **To review** the Council’s Financial Regulations.
14. **To review** the contents of the Asset Register, and **to agree** the valuations for insurance purposes.
15. **To review** the Risk Assessment.
16. **To carry out** the Annual Review of the system of internal control.
17. **Finance.**
  - 17.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £746.84 (salary for 1 January 2018 to 31 March 2018: £644.34; Mileage Allowance Payment for 12 December 2017 - 12 February 2018: £84.50; Telephone Allowance: £18.00).
  - 17.2. **To approve** payment of £14.96 (Postage & Telephones) to the Clerk as reimbursement for items paid on behalf of the Council for 12 December 2017 - 12 February 2018.
  - 17.3. **To approve** payment of £280.00 to Came & Company, being the annual premium for renewal of the Council’s insurance policy with Hiscox. **Note:** This is the second year of a 3-year fixed agreement.
  - 17.4. **To receive** the Monthly Financial Report.

18. **To decide** on any matters for consideration at next meeting.

19. **To confirm** the date of the next meeting as Monday 19 March 2018 at 7.30 p.m., in St Botolph's Church, Stow Bedon.

**Scheduled future Meeting dates:**

Monday, 19 March 2018

Monday, 16 April 2018

Monday, 21 May 2018

Monday, 18 June 2018

Monday, 16 July 2018

Monday, 13 August 2018\*

Monday, 17 September 2018

Monday, 15 October 2018

Monday, 12 November 2018

Monday, 10 December 2018

Monday, 14 January 2019\*

Monday, 18 February 2019

Monday, 18 March 2019

\*If needed