

## STOW BEDON & BRECKLES PARISH COUNCIL

Minutes of a Meeting of Stow Bedon & Breckles Parish Council on Monday, 20 February 2017 at 7.30 p.m. in Caston Village Hall.

**Present:**

**Councillors:** Phil Childs (Chairman), Andrew Hayward, Paul Howe, Dawn Jessett, John Morfoot, Jonathan White.

**Clerk:** Julian Gibson

- 1 **Apologies for absence.** It was **resolved** to accept the reason for absence offered by Councillor Pilkington.
- 2 **Declarations of interest.** None
- 3 **Dispensations.** None.
- 4 **Public participation session.**
  - 4.1 Norfolk County Councillor Ian Monson told the meeting his Council had that day regretfully decided that it had to put up its part of the Council Tax by 4.8%. Of this, 3% of the increase would be earmarked for social care (care of the elderly and Children's Services), and the balance for other services (including highways and Community Services, like libraries). He said that an increase of this size had not been considered for many years, and for it to happen in an election year was an indication of how great the need in this area of expenditure was. He said that he was standing down at the next election after many years, so would cease to be this parish's representative in early May. He caused some consternation among other members of the public present by saying that he had not heard of any problems with roads in the parish, but two people present spoke of claims lodged against NCC for damage to wheels caused by potholes. Councillor Jessett urged people to take the time to report each and every pothole they see, as NCC cannot undertake repairs unless they have been told of the problem, and the Clerk said that if people told him about problems he would report them. A parishioner said he had been informed that problems on Mere Road would be repaired by 30 March. Councillor Monson said he would have a word with Highways. Another parishioner asked Councillor Monson to thank those responsible for repairing the finger-post direction sign at the junction of Mere Road and Gravelpit Hill.
  - 4.2 The applicants for agenda item 8.2 on the agenda spoke about the application they had submitted, explaining the details of the proposed development and the reasons behind it. In response a member of the Stow Bedon Residents Association spoke on behalf of the 20+ members present, voicing their objections. At the request of the Chairman the agent for the applicant explained the differences between this and a previous application which had been refused permission by Breckland Council. A parishioner expressed concern that, because of the involvement in this application of District Councillor Phil Cowen whose firm has acted as architect, the parish had no representation at Breckland. However, at that point, District Councillor William Smith stood and introduced himself as the other Ward Representative for the parish, although he usually concentrated more on the parishes to the east of the Ward, leaving the western end to his colleague. Councillor Smith said he had been asked to attend by Councillor Cowen, who was attending a meeting elsewhere. He also confirmed that he had, at the request of the applicants, asked the Chairman of the Breckland Planning Committee to call the application in, so that it would be decided by the Committee rather than by the officers under their delegated powers. He stressed that

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he would take this action if requested to do so by any parishioner and that he had not personally received notice of any objection from any other parishioners.

4.3 Mrs Machorton, speaking on behalf of Stow Bedon Parochial Church Council, said how pleased they would be if the Parish Council were to decide to hold its future meetings in the church. She also informed the Council that the cost would be £6.00 per meeting.

4.4 Councillor Jessett told the meeting that she had noticed an increasing amount of litter around the parish, and appealed to parishioners to join a campaign which is encouraging each individual to pick up a bag-full.

4.5 A parishioner asked what could be done to protect verges. The Chairman said this was a regular issue, but that if there was anywhere in particular that was causing concern, it should be reported to the Clerk, and the Council would see what could be done.

**5 Minutes.** The minutes of the meeting held on Monday, 12 December 2016 were **confirmed** and **signed**.

**6 Matters arising.** [11. Minutes of 19 September 2016] **Dog waste bin.** Initially Breckland Council had refused permission to install the bin in the proposed location, but the Clerk had pointed out that the reasons given were unjustifiable and now permission has been given. The Clerk has purchased the necessary materials, and the Chairman said he would install it in the location approved by Breckland Council.

**7 Correspondence.** The following correspondence was **received**:

7.1 Breckland Council: *Breckland Outdoor Sport and Children's Play Funds.*

7.2 The Pensions Regulator: *Your staging date [1 April 2017] is approaching - what you will need to do next.*

7.3 *Clerks & Council Direct - January 2017.*

7.4 Barclays Bank Plc: *Your Community Account statement - 1 November -30 December 2016.*

7.5 Barclays Bank Plc: *Your Active Saver Account statement - 1-30 December 2016.*

7.6 Breckland Council: *To all Breckland Council Suppliers.*

7.7 Department for Communities and Local Government: *Attempt to justify statement about tax-payer concerns about increases in parish precepts when the Government has absolutely no evidence of this.*

7.8 Smaller Authorities' Audit Appointments Limited: *Audit of Smaller Authorities Scales of Fees 2017-18 to 2021-22.*

7.9 Breckland Council: *Five Year Housing Land Supply.*

7.10 District Councillor Phil Cowen: *Email regarding Road Safety on A1075 following complaint from Clerk to Thompson Parish Council.*

7.11 Norfolk County Council: *Highway and community Ranger visit - w/c 27 February 2017.*

7.12 Hiscox: *Insurance renewal documentation.*

The Clerk brought to the Council's attention that, although this was strictly a Stow Bedon Village Hall Trustee matter and not a Council one, he had received the annual valuation statement with regard to the Charity's investment with St James's Place Wealth Management. This was valued at £18,779 as at 31 December 2016, having fallen by £4,158 since that time the previous year. However, the sum of £8,500 had been withdrawn during the year, so the investment appears to have performed well.

**8 Planning.**

8.1 **3PL/2016/1469/F: Church Farm, Gravelpit Hill, Stow Bedon.** Application for Erection of hatchery building. It was **noted** that the Clerk has responded "No

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objection,” under his delegated powers, and Planning Permission dated 26 January 2017 was **received**.

- 8.2 **3PL/2017/0018/F: Land at Waters Edge Mere Road, Stow Bedon.** Application for Three detached single storey dwellings with integral garages. It was **resolved** that the Council objected on the same basic grounds given for the previous almost identical application 3PL/2016/0360/F, and that the changes made were insufficient to justify changing that decision. Additionally, Breckland Council has now confirmed that it has a 5-year land supply, so it should adhere to the agreed policies.
- 8.3 **3PL/2016/0360/F: Prince of Wales Lodge, Cherry Tree Lane, Stow Bedon.** Erection of 8 dwellings with parking, garaging, amenity & open space & retain existing dwelling. Refusal of Planning Permission dated 18 January 2017 was **received**.
- 8.4 **3PL/2016/0748/F: Peels Farm, Whitings Lane, Rocklands.** Proposed expansion to existing pig rearing unit to provide 5 additional pig rearing sheds. Planning Permission dated 20 January 2017 was **received**.
- 8.5 **3PL/2016/1418/F: Oakglen, Caston Road, Stow Bedon.** Demolition of existing bungalow & replacement with 2 storey dwelling & associated garage & landscaping. Planning Permission dated 8 February 2017 was **received**.
- 9 **Notice board within the Mere Road telephone kiosk.** The Chairman said he had looked in the box, and would now proceed with installing the board.
- 10 **Bus shelter graffiti.** The Chairman said he had looked at the shelter, and thought it needed a simple coat of barn paint. Councillor Hayward agreed to do this.
- 11 **Meeting venue.** It was **agreed** that the Council should hold its future meetings in Stow Bedon Church. The Clerk will pass on the schedule of meetings and also advise Caston Village Hall to cancel the remaining bookings.
- 12 **Financial Regulations.** The Council’s Financial Regulations were reviewed, and **approved**.
- 13 **Asset Register.** The Asset Register was **reviewed** and the valuations for insurance purposes **agreed**.
- 14 **Risk Assessment.** The Council’s Risk assessment was **reviewed** and amendments **agreed**.
- 15 **System of Internal Control.** The Council **reviewed** and **approved** its system of internal control.
- 16 **Finance.**
- 16.1 **Clerk’s Salary.** It was **resolved** that cheques number 100714 & 100715 to the Clerk and HM Revenue & Customs totalling £659.28 (salary for 1 January 2017 to 31 March 2017: £621.78; Mileage Allowance Payment for 5 December 2016 - 29 January 2017: £19.50; Telephone Allowance Payment: £18.00) be signed. (*Local Government Act 1972 s. 112(2)*)
- 16.2 **Clerk’s reimbursement.** It was **resolved** that cheque number 100716 for £53.22 (Postage & Telephones £6.59; Fixings for dog waste bin £39.19; VAT £7.44) to the Clerk be signed as reimbursement for items paid on behalf of the Council for 5 December 2016 to 9 February 2017. (*Local Government Act 1972 s. 111*)
- 16.3 **Venue hire.** It was **resolved** that cheque number 100717 for £40.00 to Caston Village Hall be signed, being payment for the use of the Hall for Council Meetings during 2016. (*Local Government Act 1972 s. 133*)
- 16.4 **Insurance.** It was **resolved** that cheque number 100717 for £275.00 to Came & Company, be signed, being the first year of a 3-year fixed agreement for the annual

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premium for renewal of the Council's insurance policy. (*Local Government Act 1972 s. 111 & 140(1)*)

16.5 **Budget.** It was **agreed** to vire £126 from the Contingency budget line to the Other budget line to cover the cost of the dog waste bin and fittings.

16.6 **Monthly Financial Report.** The report for the month ending 31 January 2017 was **received**.

17 **Matters for consideration at next meeting.** None, but Councillor Childs informed the meeting that he would not be standing again as Chairman of the Council at the Annual Meeting of the Parish Council in May.

18 **Next meeting.** The next meeting of the Parish Council was confirmed as Monday, 20 March 2017, at 7.30 p.m. in St Botolph's Church, Gravelpit Hill, Stow Bedon.

**Confirmed:**

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**Phil Childs, Chairman**

20 March 2017

**Scheduled future Meeting dates:**

Monday, 20 March 2017	Monday, 14 August 2017*	Monday, 18 December 2017
Monday, 10 April 2017	Monday, 18 September 2017	Monday, 22 January 2018*
Monday, 15 May 2017	Monday, 16 October 2017	Monday, 19 February 2018
Monday, 19 June 2017	Monday, 20 November 2017	Monday, 19 March 2018
Monday, 17 July 2017		

\*If needed