

## STOW BEDON & BRECKLES PARISH COUNCIL

Minutes of a Meeting of Stow Bedon & Breckles Parish Council on Monday, 19 September 2017 at 7.30 p.m. in St Botolph's Church, Gravelpit Hill, Stow Bedon, NR17 1BX.

**Present: Councillors: Lee Pilkington (Chairman), Phil Childs, Andrew Hayward, Paul Howe, Dawn Jessett, Jonathan White. Julian Gibson (Clerk)**

*The Meeting scheduled for 14 August 2017 did not take place.*

- 1 **Apologies for absence.** It was **resolved** to accept the reasons for absence offered by Councillor Morfoot.
- 2 **Declarations of interest.** None
- 3 **Dispensations.** None.
- 4 **Public participation session.**
  - 4.1 County Councillor Fabian Eagle was welcomed to the meeting. He said that, given that his council was having to make a saving of £125m over the next four years because of Central Government grant cuts, they were trying to ensure that council assets worked for Norfolk. To this end it was selling some small plots of land in order to reinvest the proceeds. Among other things, he said that they were looking to recruit more retained fire fighters, and he appealed for interested people to put themselves forward..
  - 4.2 Richard Otterway, Development Manager, Wayland Partnership, told the meeting about the six projects that he had been employed to drive forwards, which included a Memory Garden, a Community Fridge, and a follow-up to the very successful WWI Heritage Project, this time looking at the impact of WWII on Wayland.
  - 4.3 It was reported that somebody had scraped up a load of mud from the surface of Mere Road and dumped it in a gateway, damaging the road surface in the process. This has been reported to NCC Highways, but the owner of the gateway would like to find out who was responsible.
- 5 **Minutes.** The minutes of the meeting held on Monday, 17 July 2017 were **confirmed** and **signed**.
- 6 **Matters arising.**
  - 6.1 [10 Minutes of 18 July 2016] **Broadband.** Once again the matter of poor broadband speeds was mentioned. The recent announcement that the Government was planning to introduce ultra-fast broadband for 95% of properties was thought to mean that those in rural areas would be in the odd 5%. The Clerk was asked to write to Elizabeth Truss MP, pointing out the inherent unfairness of a system where those in rural areas are left behind, and to ask for her comments.
  - 6.2 [6.1 Meeting on 19 June] **Blocked gullies on A1075.** Councillor White said he had visited the three points between the Pingo Trail lay-by and the turning to Stow Bedon, and found that they were too overgrown for photographs to be of any value. There should be a gap in the kerb, then a channel through the verge leading into a ditch, but all these, including the ditch, are completely full of silt so that the water cannot drain away. The Clerk was asked to pass this on to County Councillor Eagle.
  - 6.3 [4.2] **Blocked gullies on B1111 near Church Cottage.** Councillor White had provided photographs of the blocked gullies, which the Clerk has forwarded to NCC Highways. As County Councillor Eagle had mentioned earlier that he wanted to be

informed about places where flooding was an issue, the Clerk was asked to copy him with the email.

- 6.4 [11] **Wayland Partnership Community of Culture project.** Breckland Council has approved a grant of £19,972 towards this project.

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

- 7.1 Norfolk Constabulary: *Thetford & Attleborough Newsletter* - June 2017.
- 7.2 Breckland Council: *Stages of Local Plan Production: Where are we?*
- 7.3 Barclays Bank Plc: *Your Community Account Statement* - 1-31 July 2017.
- 7.4 Elizabeth Truss MP: *Letter inviting contact if the Council has issues or concerns.*
- 7.5 Norfolk Citizens Advice: *Appeal for Financial Support.*
- 7.6 Citizens Advice Mid-Norfolk: *Citizens Advice Mid-Norfolk Appeal 2017.*
- 7.7 Citizens Advice Mid-Norfolk: *Annual General Meeting* - 27 September 2017.
- 7.8 *Clerks & Council Direct* - September 2017.
- 7.9 Barclays Bank Plc: *Your Business accounts - at a glance.*
- 7.10 Barclays Bank Plc: *Your Community Account Statement* - 1-31 August 2017.

**8 Planning.**

- 8.1 **3PL/2017/0772/HOU: Home Farm, Stow Road, Stow Bedon.** Insert dormer windows to front elevation. Insert rooflights. Demolish porch & erect new. Demolish rear single storey extension & erect 2½ storey rear extension. Alterations to south elevation following removal of porches. Planning Permission dated 21 July 2017 **was received**.
- 8.2 **3PL/2016/0360/F: Prince of Wales Lodge, Cherry Tree Lane, Stow Bedon.** Application for Erection of 8 dwellings with parking, garaging, amenity & open space & retain existing dwelling. Notice of the Appeal Decision dated 27 July 2017 **was received**. The appeal is dismissed.
- 8.3 **3PL/2017/0809/VAR: Oakglen, Caston Road, Stow Bedon.** Application for Variation of condition 2 on pp 3PL/2016/1418/F - revised window positions, material changes & moving wood burner. It was **noted** that the Clerk has responded, "No objection," using his delegated powers after consulting with two Councillors. Planning Permission dated 24 August 2017 **was received**.
- 8.4 **3PL/2017/0754/D: Chapel Farm, Mere Road, Stow Bedon.** Deferred matters for Erection of dwelling. Planning Permission dated 3 August 2017 **was received**.
- 8.5 **3PL/2017/0878/F: Wayland Farms Ltd, Cherry Tree Farm, Sandy Lane, Stow Bedon.** Application to Expand Pig Production to 6990 pigs. Demolish some existing buildings (10 no) & erect 7 new pig sheds with roof fan ventilation, new roof covering over existing manure store. It was **noted** that after consultation with Councillors the Clerk has objected using his delegated powers, on the grounds of possible pollution of the watercourse, noise, odour and traffic.
- 8.6 **3PL/2017/1076/F: Attleborough Road, Rockland All Saints.** Application for Use of site as separate, self contained dwelling (retrospective) and widening of joint access. It was **resolved** that the Council had no objections.
- 8.7 **3PL/2017/0018/F: Land at Waters Edge Mere Road, Stow Bedon.** Three detached single storey dwellings with integral garages. Notice of the Appeal Decision dated 4 September 2017 **was received**. The appeal is dismissed.

- 9 Norfolk County Council Parish Partnership Scheme.** It was **resolved** to apply to this scheme for a grant towards the cost of a Speed Awareness Messaging device (SAM2) to be deployed in Mere Road and in Lower Stow Bedon. The total cost of the project would be

DRAFT MINUTES SUBJECT TO CONFIRMATION AT NEXT COUNCIL MEETING

£3,564, and should the bid be successful, the scheme will cover 50%. This will cover the cost of the SAM2, 2 batteries, charger, data collection unit (with software and leads), 8 brackets to secure the device to posts, a replacement post for one location, and padlocks to secure the device to the posts.

- 10 **Village Appraisal.** Councillor Jessett reported that 62 of the 134 delivered had been returned to date, and she had prepared a draft report. The Working Group would have one final meeting on 9 October to consider this, and also to agree an abridged report which would be distributed to parishioners. It was **agreed** that the final report would be made to the Council at the next meeting.
- 11 **Barclays Signatories.** It was **agreed** not to make any change the authorised signatories at Barclays Bank, which are currently Councillors Pilkington, Childs and Jessup, but the Clerk will write to the Bank advising them that Councillor Pilkington has replaced Councillor Childs as Chairman.
- 12 **Tree Preservation Order.** Notice of the creation of Tree Preservation Order 2017 No.09 over a group of trees including three oaks and one sycamore at the front of Home Farm, Stow Road, Stow Bedon was **received**. The Council will be notified when this is confirmed.
- 13 **Norfolk Strategic Framework consultation.** It was **noted** that the Norfolk Planning Authorities are consulting on a draft Norfolk Strategic Framework document, in which North Norfolk District Council, Norwich City Council, Norfolk County Council and South Norfolk Council set out their shared objective on housing, employment and infrastructure. The public consultation runs from 2 August to 22 September, and the draft document can be viewed and commented upon at <https://norfolk.citizenspace.com/consultation/norfolk-strategic-framework>. It was **agreed** that the Council had no comment to make.
- 14 **Breckland Local Plan.** The *Breckland Local Plan Pre-submission publication* was **received**. It was **agreed** that the Council had no comment to make, but the Council noted that one of the criteria required to be satisfied for development in the parish under Policy HOU 05 was, "It can be demonstrated that there is appropriate support by the parish council." It was **agreed** that the Clerk should send a comment that the Council was pleased that its opinions would be more strongly taken into account in HOU 05 and that the percentage increase in development proposal had been dropped.
- 15 **External Audit.** The External Auditor's "clean" report for the year ended 31 March 2017 was **received**. The Clerk will now carry out the actions as required by *The Accounts and Audit (England) Regulations 2015* on the conclusion of the audit.
- 16 **Reporting at Meetings.** A Protocol for the Reporting at Meetings of the Council or Committees was **adopted**, now that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council or its committees when they are open to the public.
- 17 **Standing Orders.** The Council **adopted** revised and updated Standing Orders, based on the Model Standing Orders published by the National Association of Local Councils.
- 18 **Financial Regulations.** The Council **adopted** revised and updated Financial Regulations, based on the Model Financial Regulations published by the National Association of Local Councils.
- 19 **General Data Protection Regulation.** The Council **noted** that the General Data Protection Regulation comes into effect on 25 May 2018. The Clerk reported that he had booked himself on a training session on 1 November. He will then be in a position to ensure that the Council takes all necessary steps to comply with this Regulation, and to assess the work involved.

**20 Finance.**

- 20.1 **Clerk's salary.** It was **resolved** that cheques numbered 100728 & 100729 totalling £733.32 (salary for 1 July 2017 to 30 September 2017: £628.02; Mileage Allowance Payment for 7 June 2017 - 7 September 2017: £105.300 to the Clerk and HM Revenue & Customs be signed. (*Local Government Act 1972 s. 112(2)*)
- 20.2 **Clerk's reimbursement.** It was **resolved** that cheque number 100730 for £14.68 (Postage & Telephones £14.65; VAT £0.03) to the Clerk be signed, as reimbursement for items paid on behalf of the Council for 7 June 2017 to 7 September 2017. (*Local Government Act 1972 s.111*)
- 20.3 **Postage.** It was **resolved** that cheque number 100733 for £95.00 to Councillor Jessett be signed, in reimbursement for her having purchased postage stamps for parishioners to return of their completed Village Appraisal questionnaires.
- 20.4 **Training.** It was **resolved** that cheque number 100731 for £30.00 (£25.00 + £5.00 VAT) to Norfolk Association of Local Councils be signed in settlement of invoice no. 1183, being this Council's share of the cost of the Clerk attending the Role of the Clerk training on 20 & 27 July 2017. (*Local Government Act 1972 s.111*)
- 20.5 **Stationery.** It was **resolved** that cheque number 100732 for £176.29 (£146.91 + £29.38 VAT) to Viking be signed, in settlement of invoice no. 304189 for stationery items.
- 20.6 **Credits.** Receipt of the following credit was **noted**:
- 20.6.1 Transparency Fund Grant paid through Norfolk Association of Local Councils: £386.64.
- 20.7 **Monthly Financial Report.** The report for the month ending 31 August 2017 was **received**.

**21 Matters for consideration at next meeting.**

- 21.1 Location for future meetings.
- 21.2 Village Appraisal results.
- 21.3 Defibrillator.

**22 Next meeting.** The next meeting of the Parish Council was confirmed as Monday, 16 October 2017, at 7.30 p.m. in St Botolph's Church, Gravelpit Hill, Stow Bedon.

**Confirmed:**

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**Lee Pilkington, Chairman**

16 October 2017

**Scheduled future Meeting dates:**

Monday, 16 October 2017	Monday, 22 January 2018*
Monday, 20 November 2017	Monday, 19 February 2018
Monday, 18 December 2017	Monday, 19 March 2018

\*If needed