

New Buckenham Parish Council

MINUTES OF THE MEETING OF New Buckenham Parish Council held on Tuesday 13 September 2011 at 7.30 pm in the Village Hall.

Present: Councillors Karen Hobley (Chair), Andrew Bingham, Bella Chirodian, Tony Lister, Darren Rush

In Attendance: Marion Cook (Clerk to the Council), District Councillor Joel, and 4 members of the public.

11/375 To consider apologies for absence:

Apologies were received and accepted from Cllr Gerry Walsh.

11/376 Minutes of the meeting of New Buckenham Parish Council held on 12 July 2011:

The minutes of the previous meeting (no August meeting) having been circulated it was **RESOLVED to approve the minutes as a true and accurate record of the meeting.**

11/377 Matters arising:

Minutes 11/364 – Finger post sign for the Castle. The Clerk had not actioned this, but it was agreed if it was ascertained that it was legal to do so, a sign would be erected by Cllrs. Lister and Rush.

Action: Clerk

11/378 To receive declarations of interest in items on the agenda:

There were no declarations of interest .

11/379 Public Participation:

RESOLVED to suspend the meeting to allow members of the public, District Councillor and Parish Councillors an opportunity to inform the meeting.

From Members of the Public:

- CGM have cut the hedge on the outside of the Cemetery. Contract to be checked to see if they should be cutting on the inside too. Action: Clerk
- The poor state of the moat from the bridge to the pond was mentioned. Cllr Chirodian explained that this was nothing to do with the Council in as much as she owned part of it, and as owner she had recently received a grant to maintain it for the next four years, but was actively looking for a grant to dredge it to enable her to bring it back to a working moat. It was suggested that that representatives from the Council and the New Buckenham Society could get together with the owners (i.e the Chirodians and the Smithermans) to look at the whole length of the moat. Mrs Highton offered to take this to the next meeting of the New Buckenham Society. Cllr Joel wondered if the Probation Service could be involved.
- Pot hole in Rosemary Lane, opposite Rosemary Cottage was reported. Action: Chair

From the Councillors

- Evidence of bikes / cars having been on the playground area ('donuts'). Safer Neighbourhood team to be contacted. Action: Vice-Chair
- Playground sign was laying against a fence during the week but a check to be made to see if it still needed to be put up. Action: Cllr Lister
- Litter bin damaged to be checked and see if replacement required. Action: Vice-Chair
- 22 August a child playing on the larger piece of equipment in the play area got a large splinter in the heel of her hand. This was reported to the Clerk on the 23rd. On being contacted Cllr Bingham immediately made an inspection of the area, but it would seem that the offending splinter that had hurt the child had pulled off completely. Playdale Ltd had recently made an inspection. The Clerk responded to the Nicola Fortescue who had reported the accident, more, it would seem, as a matter of concern that others should not be hurt, and offered Insurance details, but nothing further has been heard. It is assumed the matter is now closed. Responsibility for Playground Inspection will be on the next agenda.
- Pot holes in Marsh Lane and Boosey's Walk were reported. Action: Chair

From the District Councillor

- Breckland Youth Council looking for additional members following departure of existing members for further education.
- Voter registration forms have been delivered to every household in Breckland.
- 2012 Diamond Jubilee Celebrations – Breckland Council are making £100 available to hold street parties. Cllr Joel should be contacted in the first instance on 01953 860663.

The meeting was re-convened

11/380 Clerk's Report

a) Post Office Temporary Closure

Letter from the Post Office which had been forwarded to Members was noted. It was also noted that the Butchers next door would be offering a Post Office Service.

b) 'Green Buildings in Norfolk' open days

Councillors attention was brought to the booklet in the Circulation folder detailing the open days to be held on 17/18 and 24/25 September.

c) Yare Valley & District Citizens Advice Bureau had sent an invitation to its AGM

d) King Street / Rosemary Lane streetlight was further discussed and it was decided that as a suitable venue could not be found, it was probably one light that need not be replaced.

e) Councillors noted the continuance of the Town Houses Ownership Working Group.

f) Training on the Code of Conduct having been offered by Breckland Council was taken up by Cllr. Chirodian and authorised by the Council.

11/381 Planning Applications:

There were no planning applications to be considered.

Refusal by Breckland Council of planning application 3PL/2011/0595F – Owl Cottage, Chapel Street, and withdrawal of planning application 3PL/2011/0516F – land between 1, Moat Lane and Moat House, by applicant, were noted.

11/382 Emergency Plan:

Mark Stevens had been asked, and responded that he was happy to continue in the role of Emergency Plan co-ordinator.

The Village hall is the designated 'place of safety'. At its meeting on 04 October, the PCC will be asked if it wishes the Church to be named as a second 'place of safety'. If so, the PCC will contact Mark Stevens and this will be included in the Plan.

On the proposal of the Chair, and unanimously agreed it was **RESOLVED that the Vice-Chair will act as deputy Co-ordinator in the absence of the Co-ordinator.**

11/383 Community Car Scheme:

The scheme information was discussed and it was **RESOLVED that on behalf of the Parish Council, the Chair would sign the funding agreement with Breckland Council, and the Clerk would sign to delegate Cllr. Gerry Walsh to check all documentation on behalf of the Council.**

It was noted by Members that the financial aspects of the Scheme are as follows:

- Mileage claims are split 3 ways with the Client paying 50%, Breckland Council paying 25% and the Parish Council paying 25%
- As Breckland is unable to pay direct to the organisers, payment is made to the Parish and passed on to the organiser (currently Mrs V Highton)
- CRB checks and medical charges will be paid initially by the Parish Council and reimbursed by Breckland.

11/384 To consider repairs to No 2 Town Houses:

A further meeting with the Tenant is to be made by Cllrs. Bingham & Rush with a full report to the next meeting.

Action: Cllrs Bingham & Rush

11/385 Financial summary and payments:

The financial summary was noted and it was **RESOLVED to approve the payments listed**

Payment by cheque	Item	VAT £	Gross payable £
CGM Landscapes	June 2011	48.09	288.54
CGM Landscapes	July 2011	48.09	288.54
CGM Landscapes	August 2011	48.09	288.54
<i>Cheque No: 101558</i>			865.62
New Buck. Village Hall Trust	Hire of LMR	0	28.36
<i>Cheque No:101559</i>	Apl, May & Jun		
Roger Canwell	Internal Audit y.e.31.03.2011	0	50.00
<i>Cheque No: 101560</i>			
T Jones Electrical	S/light Maint. Jul. Aug & Sept	10.93	65.56
<i>Cheque No: 101561</i>	.		
Mrs V Highton on behalf of Community Car Scheme	Payment of behalf of Breckland Council to 30.06.11	0	79.50
<i>Cheque No: 101562</i>			
Norfolk Rural Comm. Council	Sub. To 31.03.2012	0	15.00
<i>Cheque No: 101563</i>			
Information Commissioner's Office	Registration renewal fee	0	35.00
<i>Cheque No: 101564</i>			
Anglian Water	Allotment water chgs	7.58	45.49
<i>Cheque No: 101565</i>			
Drs Hayward, Mair, Hazel & Sri-Ganeshan	Medicals for Highton & and Smith – Community Car	0	60.00
For information:			
Payment by DDR			
E-on Energy	UMS Streetlighting July 2011	2.18	45.81
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11/386 2012/2013 Budget & Precept:

After discussion it was agreed that Gordon Andrew as Treasurer of the PCC would be invited to the next meeting with a view to providing background information to the Church request for assistance in maintenance costs. It was suggested that the budget for Clerk's salary & expenses be increased, and that the Allotment charges be reviewed, along with the Town House Rents. A maximum 5% overall increase was suggested for the draft figures to be prepared by the Clerk.

Action: Vice Chair & Clerk

11/387 Resignation of the Clerk:

For personal reasons, the Clerk had given the Chairman her resignation, and this was accepted and noted. The meeting authorised the Chairman and the Clerk to advertise the post and appoint a qualified Clerk (or willing to become qualified within 12 months) on a similar basis to previous appointments on a scale of SCP 21-27

Action: Chair & Clerk

11/388 Information Received to be circulated:

The information received for circulation was noted.

11/389 To receive items for the next agenda:

As noted in the minutes above

11/390 Date and time of next meeting

RESOLVED to hold the next meeting on Tuesday 11 October 2011 at 7.30pm in the Village Hall.

The meeting closed at 9.25 pm

Signed.....

Date:.....