

## New Buckenham Parish Council

Village Hall  
Moat Lane  
New Buckenham  
Norfolk  
NR16 2AG

email:  
tel:

Clerk: Caroline Greenwood

**MINUTES OF THE MEETING OF New Buckenham Parish Council held on Tuesday 8<sup>th</sup> December 2009, 7.30 pm at the village hall.**

Present: Karen Hobley Chair  
Fran Doe  
Tony Lister  
John Newport  
Mark Stevens  
  
Adrian Joel District Councillor  
Caroline Greenwood Clerk and Responsible Financial Officer

74. To consider apologies for absence: **the Chairman accepted apologies from Darren Rush.**
75. Minutes of the meeting of New Buckenham Parish Council held on 10<sup>th</sup> November 2009: **resolved to amend item 68 to show that the rent ‘had been registered with effect from 26th October 2009 and would be charged with effect from 1st November 2009’. Resolved to approve the minutes with this amendment as a true and accurate record of the meeting.**
76. Matters arising:
1. (Min ref 57.1) Sign writing on main notice board: to be arranged.  
Action: D. Rush
  2. (Min ref 57.3) Cheque signatory: the Chairman had been interviewed by the bank by telephone. This action would be completed by the new Clerk. Action: New Clerk
  3. (Min ref 64) Street light on Dial House, Kit – electricity payments arrangements: this is yet to be resolved.  
Action: Chairman and new Clerk
  4. (Min ref 66) retendering of contract for grounds maintenance (Play Area and cemetery). Councillors had held a site meeting to discuss requirements. Invitations to tender would be issued in the New Year. Action: Chairman and new Clerk
  5. (Min ref 67) Village Emergency Plan. The model was being edited to make it applicable to New Buckenham.  
Action: M. Stevens.
77. To receive declarations of interest in items on the agenda: no interests were declared.
78. Public Participation: **resolved to suspend the meeting to allow members of the public, the County Councillor and the District Councillor opportunity to inform the meeting.**
- concern was expressed about noise from bird scarers around the village.
  - the drain at the junction of Moat Lane and Cuffer Lane had still not been cleared out and was constantly full of water.
  - the village’s Tree Warden, Ken Gee, had been unable to access Breckland District Council’s site to prepare a report for the meeting. A letter had been received from the

Tree Officer at Breckland regarding requirements which will need to be observed when the diseased trees on the common are replaced.

- a hole in the road surface in Church Street was reported - this had already been referred to Highways by the Chairman.
- holes in the road surface were also reported outside Lovell's and at the top and bottom of Rosemary Lane.
- concern was expressed about the leaning of the Rookery wall along Booseys Walk.
- an update was provided on repairs needed to the Play Area. The chip on the wall would not be repaired by Playdale since it was regarded as vandalism and therefore not covered by the guarantee. It was noted that the subsurface is guaranteed for a year so would need to be inspected before this period expires.
- the Chairman reported that New Buckenham was on a 'long list' for a Channel 4 documentary on life in a village.
- continued concern was expressed about flooding in the village.
- Breckland District Council matters: the District Councillor gave an update on current issues and developments at the Council. Consideration was being given to the creation of sharing service provisions with South Norfolk District Council. An announcement was imminent on the decision of the Boundary Commission about the possible creation of a unitary authority for Norfolk. The Local Development Framework regulating to New Buckenham would be under consideration at a meeting of Breckland on 28th January 2010. A decision had yet to be made about possible charges for parking in Attleborough.

79. Planning determinations: **resolved to record that no objections were raised to application 3PL/2009/1080/C. Rush.**

80. Financial summary and payments: **resolved to accept the financial summary at 8th December 2009 and approve the payments listed.**

Payee	Item	VAT	Gross amount payable £
TT Jones Electrical	Inv 7283 30/10/09 – lighting maintenance and repair	13.19	101.13
Mazars	Inv 583912-2320 25/11/09 – 2007/08 audit fee	21.00	161.00
Mazars	Inv 583912-5528 25/11/09 – 2008/09 audit fee	20.25	155.25
Broadland Horticultural	Inv 2207 30/10/09 – cemetery and play area cut 8/10/09	14.95	114.64
C Greenwood	Clerk's duties 9/11/09- 3/12/09 schedule 0910/9	Net of tax/Nl (£23.40)	93.60
Broadland Horticultural	Inv 2249 30/11/09 – cemetery and play area cut	24.25	161.70
Total		93.64	<b>787.32</b>
<i>For information: (payment deducted from net credit to Parish Council account)</i>			
Donna Kissinger.	Management commission. 14/10/09 – 11/11/09 2 Town Houses. Inv 4016 11/11/09	3.26	24.96
<i>For information: direct debits</i>			
EON	INV 3 Nov 2009 – electricity 1-31 Oct 09	2.18	45.81

Action: Clerk

81. Safety inspection of the cemetery: resolved engage Perfitts to carry out a follow-up safety inspection of the cemetery in March 2010 at a cost of £100.00 plus VAT. The correct action in respect of unsafe stones which had been laid down would be checked with the inspectors. Action: J. Newport
82. Revised risk register: resolved to approve the revised risk register for the Parish Council.
83. Co-option of a Parish Councillor: resolved to record that no interest had been shown by any potential candidate.
84. Possible adoption of the red telephone box on the Green: resolved that the Chairman would consult Breckland District Council to check whether or not BT had an obligation to maintain the structure as the box is listed. The closing date for reply to BT's offer of adoption is 23<sup>rd</sup> January 2010. Action Chairman
85. Retendering of the contract for grounds maintenance (Play Area and cemetery): resolved that this matter would be discussed and agreed at the January 2010 meeting. Action : Clerk.
86. Repair of drains in the village: resolved to note that Andrew Bingham had completed questionnaires for collation. The Chairman would contact Adrian Sewell at Norfolk Highways for advice regarding the grant situation. If necessary the Chairman will approve William Nunn for support as the village's County Councillor. Action: Chairman
87. Photocopier provision: resolved that Tony Lister would prepare an invoice for use of the photocopier for Parish News. Action: A. Lister  
Resolved that the contract should not be renewed when it expired in January 2010. Clive Rush would be advised by the Chairman. Action: Chairman and Clerk
88. Recruitment of a Clerk and Responsible Financial Officer: resolved to note that three strong applications had been received. Interviews were to take place on 9<sup>th</sup> December 2009.
89. Correspondence received: resolved to circulate to all members:  
- items listed with the agenda. Action: Clerk
90. Items for discussion at the next meeting: resolved to include the contract for grounds maintenance, the possible adoption of the telephone box, the repair of drains in the village, arrangements for inspections of the Play Area and the co-option of a councillor at the January 2010 meeting. Action: Clerk
91. Resolved that the next meeting of the Parish Council will be on Tuesday 12<sup>th</sup> January 2010 at 7.30 pm at the village hall.

The meeting closed at 9.00 pm

Signed.....

Date:.....