

New Buckenham Parish Council

Village Hall
Moat Lane
New Buckenham
Norfolk
NR16 2AG

tel:01603 813550

Clerk: Mr Chris Lacey

MINUTES OF THE MEETING OF New Buckenham Parish Council held on Tuesday 8th June 2010, 7.30 pm at the village hall.

Present: Karen Hobley Chair
Tony Lister
Bella Chirodian
Fran Doe
Mark Stevens
Andrew Bingham
Adrian Joel District Councillor
Chris Lacey Clerk and Responsible Financial Officer
5 Members of the public

168. To consider apologies for absence: Accepted from Darren Rush

169. Minutes of the meeting of New Buckenham Parish Council held on 11th May 2010:
Resolved to approve the minutes as a true and accurate record of the meeting.

170. Matters arising:

1. (Min ref 67) Village Emergency Plan. Mark Stevens had received an update on the previous model plan from Breckland Council; it will be customised to suit the village.

Action: Mark Stevens.

2. (Min ref 81) A follow up safety inspection of the cemetery has been carried out by Perfitts. There are 4 headstones which are deemed to be dangerous, including 1 which does not comply with national standards, and 4 headstones which are loose. Four families have been contacted and will be asked to contact Perfitts for follow up action. Enquiries are being made with the church to contact the other four families.

Action: Chairman, B Chirodian.

3. (Min ref 87) Monies from photocopier usage have been banked.

4. (Min ref 111) All allotment rents have been paid and all tenancy agreements have been signed.

5. (Min ref 127.2) A notice regarding dog fouling has been put in the Parish Magazine reminding dog owners of their responsibilities.

6. (Min ref 155. 7.) A query was raised whether bollards or posts could be erected in King Street to stop large lorries mounting pavements.

Action: Chairman

7. (Min ref 160) Playdale have issued an inspection report on the Play Area recommending minor repairs.

Action: Mark Stevens.

171. To receive declarations of interest in items on the agenda: no interests were declared.

172. Public Participation: **resolved to suspend the meeting to allow members of the public, the District Councillor and the Parish Councillors opportunity to inform the meeting.**

1. A resident reported that flowers in the village had been ruined following a weed killing exercise; Councillors suggested that the resident contacts the Highways department at Norfolk County Council.
2. A resident asked if there were any plans to monitor speed limits in the village.
3. In response to a number of questions on Parish Council Governance the Parish Council confirmed that it had:
 - (i) Standing Orders and Financial Regulations in place.
 - (ii) A Code of Conduct in place to cover bullying and harassment.
 - (iii) A Publication Scheme in place.
 - (iv) Dealt with general communications and complaints via Parish Council Meeting public questions and correspondence, publication of Parish Council agenda and minutes, publications in the Parish magazine.
 - (v) Offered all Parish Councillors the opportunity to attend Norfolk Association of Local Councils courses.
 - (vi) A Clerk who had attended a number of Norfolk Association of Local Councils courses.
 - (vii) A budget for repairs to the Town Houses.
 - (viii) Published annual accounts on the notice board.

Bella Chirodian left the Meeting.

4. The District Councillor reported the following:
 - (i) The proposed shared services agreement between South Norfolk and Breckland is not proceeding although Breckland hope that some agreement can still be reached.
 - (ii) Consultation is continuing on the Local Development Framework plans. A map showing development boundaries in the village will be on display in the village hall prior to the next Parish Council meeting.
 - (iii) The Old Buckenham Environmental Day was well attended.
5. Councillor Fran Doe reported that the burial ground contained a number of weeds and that children had been playing on the village cricket club square.
6. Councillor Tony Lister reported that the grass at the cemetery and play areas had not been cut since 10 May and that bins on the playingfield had not been used as they had become hidden by overgrowth.

173. **Planning applications: There were no planning applications. District Council had given permission on planning applications 3PL/2010/0147 and 48 (3 The Green) and 3PL/2010/0250/LB (White Horse Cottage, Rosemary Lane).**

174. **Financial summary and payments: Resolved to accept the financial summary as at 8 June 2010 and approve the payments listed.**

Payee	Item	VAT	Gross amount payable £
NORSE	Cricket area grass cutting	63.63	427.21
T T Jones Electrical Ltd	Street Lighting maintenance April – June 2010	12.15	81.60
CGM	Ground maintenance March – April 2010	65.65	440.77
EAC Document Solutions Ltd	Photo copier service charge	4.88	32.78
Playdale Playgrounds Ltd	Inspection and training	50.75	340.75

For information: (payment deducted from net credit to Parish Council account)

Donna Kissinger.	Management commission. 13/04/10 – 12/05/10 2 Town Houses. Inv 4952 12/05/10	3.80	25.50
<i>For information: direct debits</i> EON	INV 3 May 2010 – electricity 1- 30 April10	2.18	45.81

Action: Clerk

175. 2009/2010 Accounts : **Resolved to accept the Internal Audit report on the 2009/2010 accounts and approved the 2009/2010 Annual Statement of Accounts and Annual Governance statement.**
176. Repair of drains in the village: Adrian Sewell of Norfolk County Council has produced a drainage survey. There was no response from the public following an article on village drainage problems in the village magazine. Action: A Bingham and T Lister.
177. Almshouses oil tank: **Resolved to correspond with the William Barber’s Almshouse Charity to request them to drain the oil tank within the next fourteen days and to remove the oil tank within the next twenty eight days and ask them to obtain consent from the tenant to access the garden for this work. Resolved to consider payment for a boiler repair at No.1 Town House at the next Parish Meeting.** Action: Clerk
178. Cold Calling: A plan will be set out in the Parish newsletter. Action: F Doe
179. Information for circulation: **Resolved to circulate to all members those items listed with the agenda.**
180. Items for discussion at the next meeting: **Resolved to include Flood damage and Town Houses (to include tenancy agreement, management agreement, procedure for dealing with maintenance and repairs, long term position of parish council ownership of properties) at the July 2010 meeting. Resolved to include Parish Council Governance at the August 2010 meeting.** Action: Clerk
181. **Resolved that the next meeting of the Parish Council will be on Tuesday 13th July 2010 at 7.30pm at the village hall.**

The meeting closed at 9.25 pm

Signed.....

Date:.....