

## MINUTES OF BEACHAMWELL PARISH COUNCIL MEETING

Monday 13<sup>th</sup> July 2015 at 7.30pm in the Memorial Hall.

### Present:

**Councillors:** John Adcock (Chair), Julie Ive, Diana Lambert (Vice Chair), Mark Powell, Tom Sanderson, Philip Spencer and Darren Wakelen

**County Councillor:** Cllr Ian Monson [arrived late as he had been to another Parish Council Meeting]

**District Councillor:** Cllr Peter Wilkinson

**Parish Clerk:** Mrs Eileen Powell

**Members of the Public:** None

### Apologies:

None

### Declarations of interest in items on the agenda:

None

### Confirmation of the minutes of the meeting held on 11<sup>th</sup> May 2015

Cllr. Lambert proposed that they are accepted, Cllr. Powell seconded the proposal, passed nem con and signed.

### Matters Arising

1	Highways Update	Reported potholes have been repaired. Mrs Powell to report any new ones as usual.
2	Pathways	<p>Cllr Spencer has dealt with the situation which arose recently and was thanked for his work.</p> <p><i>"I have just been out and cleared the path at the side of the gate (and also access to Bridleway 19a across Furze Hill from the Oxborough Road - where to complicate matters the Highways Dept has recently erected a fingerpost at the wrong place). There is grass growing up on the footpath along the side of the field (i.e. FP20), but the path looks walkable at present. I will update the Highways Dept.</i></p> <p><i>I understand that relying on ad hoc actions is not necessarily the best way of dealing with footpath issues and could lead to confusion with the Dept. How we deal with footpath problems is something for the Parish consider I think".</i></p> <p>Cllr Sanderson proposed that Mrs Powell phone landowners</p>
3	Churchyard Volunteers re plant surveys in Churchyards	Original email to be sent to PCC. Cllr Sanderson will inform his father.
4.	Salt/Grit Bin at Shingham	Cllr Wilkinson is dealing with this problem – see his report below. Cllr Sanderson is willing to move the grit if it is brought to the Village.
5.	Registering Community Asset Great Danes Country Inn	Cllr Spencer has sent the application to Steve James and it is being assessed. Doesn't know how long it will take.
6.	Sign 'The Green'	Sign is now on the Village Green in new position.
7.	Bus Shelter	Cllr Spencer reported that Mrs Spencer is preparing an exhibition and will present details to the Parish Council.
8.	Trees at Shingham Churchyard	Cllr Spencer has spoken to Dr Baker. The trees have been slightly trimmed but there is still a problem with the graves. Cllr Spencer to give a resume of the situation to the PCC. Proposed by Cllr Ive, seconded by Cllr Sanderson and passed nem con.
9.	State of phone box on the Green inside needs to be cleaned	Pending. Job No. EA2 JAJ04
10	Transparency Code (Government publication Dec 2014)	<p>All councillors have a copy.</p> <p>Cllr Ive proposed that more work is required to ensure that The Parish Council is compliant as we are not compliant in some areas at present.</p>
11	Parish Council Website	<p><a href="http://www.beachamwell-pc.norfolkparishes.gov.uk">www.beachamwell-pc.norfolkparishes.gov.uk</a></p> <p>Web site is up and running. Mrs Powell continues to work on it.</p> <p>Cllrs Spencer and Ive are willing to help with this.</p> <p>Cllrs Spencer and Ive requested that progress is made by the next Parish Council meeting.</p>

12	Security and backup systems	Parish Council information, which is on Mrs Powell's Computer, is backed up on a memory stick which is in her possession. Parish Council documents which are still with Mr Ernie Simmons will be collected by Cllr Ive and dealt with. There is still the problem of where to store the archives. Cllr Ive will check with the Archive Team.
13	Forthcoming training for councillors	Introductory Training Session will take place at Wereham Village Hall on 28 <sup>th</sup> July. Cllrs Ive, Lambert, Powell and Spencer will be attending. Total cost is £120.00.
14	Heritage Open Days in Breckland	Cllr Spencer has everything in hand. St. Botolph's Church, Shingham will be open 13 <sup>th</sup> September 11 – 4pm. Memorial Hall will be open and cost will be £25.00 (Sunday rates)
15	RAF Marham Councillors Open Evening	There was some confusion so unfortunately Cllr Wakelen did not attend.
16	Light Pollution Conference	Cllr Powell unfortunately had been unable to attend the conference.
17	Trees and hedges in The Street	Cllr Sanderson has seen Mr P. Smith and the trees in question have been trimmed.

### **Presentation of the Agenda**

Cllr Spencer stated that he was struck by the large numbers of matters rising itemised on the agenda. He thought that it would be clearer to deal with ongoing matters, and more substantial matters, as separate items. He also stated that in his experience Matters Arising is restricted to matters not otherwise on the agenda.

It was pointed out by other Councillors that itemising all matters arising (as on the current agenda) is normal practice.

### **Public Participation:**

No members of the public present

Planning Applications for consideration / considered:

1. 3PL/2015/0095/F 20 All Saint's Way, Beachamwell. Erection of white pvcu porch infill to the front elevation (no roof) retrospective. Permission granted

### **Finance:**

1.	Current Account	£5078.69
2.	Business Account	£998.00
3.	Bank Mandate	Cllr Sanderson and Mrs Powell's names to be added.
4.	VAT refund	£218.03 received for 2014 – 2015
5.	CGM Invoice for Grass Cutting	£405.89 - payment agreed
6.	Updated Parish Councillor's Guide	Cllr Ive proposed that the updated version of Parish Councillor's Guide is not purchased as information is available on line.
7.	NALC booklet 4 <sup>th</sup> edition of The Good Councillor's Guide	8 copies of this booklet have been ordered. Cost will be £16.00 + postage.

Cllr Spencer asked if we could have a statement at each meeting itemising payments and receipts since the previous meeting.

Mrs Powell explained that all financial matters are reported at each meeting

### **Correspondence**

As always, emails from County, NALC, Rural Services etc are circulated to Councillors and if relevant to parishioners.

### **Decisions:**

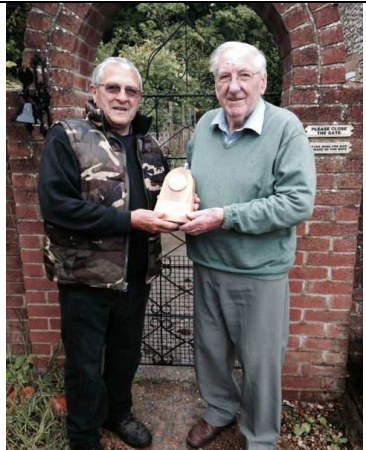
**Date 2015.05.03**

1. Invitation – RAF Marham Parish Councillors Open Evening. See Matters Arising 15.
2. Election of Members to NALC Exec Committee: Six councillors were not interested. Cllr Ive is interested but work prohibits.
3. Pensions Regulator: The Chairman, Cllr Adcock was nominated as contact by Cllr Sanderson, seconded by Cllr Spencer and agreed by all

**Information:****Date 2015.05.03**

1. Notice of Examination Hearings (KL & WN) Site Allocations and Development Policies: **Not relevant as Beachamwell is in Breckland**
2. Glasdon Catalogue ; Cllr Ive proposed that catalogues are not circulated in future

**Other Business**

1	Parking on Village Green	A reminder that there is no parking on the Village Green.
2	Flag – dates when it is to be flown.	<p>The list was updated on 8<sup>th</sup> July 2013 and the following dates agreed</p> <ul style="list-style-type: none"> <li>• March 1<sup>st</sup> St David's Day</li> <li>• March 17<sup>th</sup> St Patrick's Day</li> <li>• April 21<sup>st</sup> Birthday of HM Queen Elizabeth 11</li> <li>• April 23<sup>rd</sup> St. George's Day</li> <li>• June 22<sup>nd</sup> Anniversary of the Coronation of the Queen</li> <li>• June 10<sup>th</sup> Birthday of Duke of Edinburgh</li> <li>• 2<sup>nd</sup> Saturday in June: Official Birthday of HM Queen Elizabeth 11 and Commonwealth Day</li> <li>• 3<sup>rd</sup> Sunday in September: Battle of Britain Sunday</li> <li>• October 21<sup>st</sup> Trafalgar Day</li> <li>• 2<sup>nd</sup> Sunday in November: Remembrance Sunday</li> <li>• November 30<sup>th</sup> St Andrew's Day</li> </ul> <p>It was agreed that Cllr Lambert uses her discretion as to which other occasions the flag will be flown. If anyone would like the flag flow on a particular date let Cllr Lambert know.</p>
3	Thank you card	<p>Cllr Adcock read out the card Mr B. Cockerill had sent thanking the Parish Council for his long service gift. He had served 30 years as a Parish Councillor</p> 

**County Councillor's Report:**

- In middle of austerity period so increasingly hard to keep all the Services going.
- DNA how councils are run
- Northern distributor route around Norwich is nearly built but unfortunately will not come to Wensum. Lots of houses to be built on North side of Norwich.
- Schools and Academies still tend to be controversial. Still working to save schools. Failing schools become academies.
- County holding annual amnesty on dangerous materials – paint etc.
- Still no decision about signposts re Downham Market etc

Cllr Monson was thanked

**District Councillor's Report:**

- Cllr Wilkinson has sent the updated correspondence on gritting at Shingham

From: **Worden, Matt** [matt.worden@norfolk.gov.uk](mailto:matt.worden@norfolk.gov.uk)

Date: Fri, Jul 10, 2015 at 2:03 PM

Subject: RE: FW: Beachamwell

To: Peter Wilkinson [ps.wilkinson1@gmail.com](mailto:ps.wilkinson1@gmail.com)

Peter

**Winter Service Policy**

*I am sorry that you are unable to accept our reply. The criteria reflect the policy of the County Council. I do not agree that the situation in Shingham is extraordinary nor am I able to make an exception in this case. I realise that this reply will be disappointing but I hope it explains our position.*

*Regards*

*Matt*

**Matt Worden**

**Maintenance Projects Manager**

Community and Environmental Services

Direct dial telephone number: 01603 638561 E-mail: [matt.worden@norfolk.gov.uk](mailto:matt.worden@norfolk.gov.uk)

Norfolk County Council General enquiries: 0344 800 8009 or [highways@norfolk.gov.uk](mailto:highways@norfolk.gov.uk)

[www.highways@norfolk.gov.uk](http://www.highways@norfolk.gov.uk)

*From: Peter Wilkinson [mailto:[ps.wilkinson1@gmail.com](mailto:ps.wilkinson1@gmail.com)]*

*Sent: 07 July 2015 17:27*

*To: Worden, Matt*

*Subject: Re: FW: Beachamwell*

*Hi Matt.*

*I am not willing to except this rolled out criteria. This I had from Paul Groom this is why I went to Tracy. I explained Shingham have an extraordinary situation as I explain in my e mail to Tracy. There is a grit box situated on this road if the road can't be added to the gritting network then I would like this grit bin filled along with the 2 that you already fill in the village with no charge to the P.C.*

*Hear from you soon.*

*Peter.*

*Peter Wilkinson Breckland D. C.*

*On 7 Jul 2015 12:17, "Worden, Matt" <[matt.worden@norfolk.gov.uk](mailto:matt.worden@norfolk.gov.uk)> wrote:*

*Dear Mr Wilkinson*

*Beachamwell - Winter Service*

*Thank you for your email of 3<sup>rd</sup> July to Tracy Jessop who has asked me to reply. It may be helpful if I explain in general terms our winter maintenance procedures.*

*Policy is based on the treatment on a strategic network of routes based on route hierarchy and traffic flow. It also reflects the level of resources that are available to respond within defined time scales. The routes are prioritised with the aim of maintaining the safe movement of traffic on the most important parts of the highway network. In reality this means that most A and B roads are regularly gritted together with one access road into most villages.*

*Detailed weather forecasts are received daily and depending on the forecast, Priority 1 and 2 routes covering "A" roads, main roads which distribute traffic and access roads connecting to strategic routes, may receive a precautionary treatment against the formation of ice. This would normally be carried out during the evening or overnight. The timing is dependent on the predicted time for ice to form and prevailing weather conditions, as in some instances crews have to wait for any rain to stop before they treat the routes.*

*Additional to these higher priority routes is a Priority 3 network, including some of the more important cross country routes, certain bus routes, town and village streets and distributor roads on large estates. These routes would only receive treatment during prolonged periods of frost, and even then, only when resources are available after treatment of the higher priority routes.*

*In snow clearing operations the roads are dealt with in priority order but every effort is made to open up roads into and within centres of population at the earliest possible time.*

*The criteria for the provision of a grit bin is that it should be on a heavily used part of the network where accidents may occur or where there are significant delays on part of the ungritted network. Grit bins are provided at a number of locations throughout the county where particular problems arise. Grit bins are typically filled before the start of the winter season and may be replenished dependent on weather conditions and available resources.*

*If parish or district councils wish to have additional bins then they are permitted to fund the provision and servicing of such local facilities, and by gifting the bin to the highway authority. If they are subsequently damaged there is no obligation on the County Council to replace them.*

*Looking specifically at Shingham, the road has not met either our gritting route criteria or our grit bin criteria and therefore the Highway Engineer has offered two possible solutions which include: the parish purchasing a private grit bin, with the intention of also purchasing its salt supply, and a second option of the parish paying for the road to be gritted by added to a gritted route by Norfolk County Council.*

*Norfolk County Council will only fill grit bins where they have been agreed at appropriate locations, as we are unable to satisfy all of our many requests, due to budget constraints and available resources. More gritting information is available on our website at:*

[http://www.norfolk.gov.uk/Travel\\_and\\_transport/Roads/Winter\\_roads/NCC153917](http://www.norfolk.gov.uk/Travel_and_transport/Roads/Winter_roads/NCC153917)

*I hope this information is useful. I am sorry if it was not the answer you were hoping for but if I can be of any further assistance please do not hesitate to contact me.*

*Yours sincerely*

*Matt Worden*

*Maintenance Projects Manager*

*Community and Environmental Services*

*Norfolk County Council General enquiries: 0344 800 8009 or [highways@norfolk.gov.uk](mailto:highways@norfolk.gov.uk)*

*[www.highways@norfolk.gov.uk](http://www.highways@norfolk.gov.uk)*

*From: Peter Wilkinson [mailto:[ps.wilkinson1@gmail.com](mailto:ps.wilkinson1@gmail.com)]*

*Sent: 03 July 2015 13:45*

*To: Jessop, Trac*

*Subject: Beachamwell*

*Dear Tracy.*

*I would like to introduce myself to you. I am Peter Wilkinson newly elected Breckland District Councillor for the Nar Valley ward which includes Beachamwell.*

*Beachamwell P.C. have an ongoing gritting problem in Shingham at the moment the road is not on the gritting route. So the P.C. purchased a grit box to be placed on the road for the residents to grit themselves. But the local county Highways rep has told them the P.C. will have to pay to have it fill even though they have a box filled free of charge already in the village.*

*I would like you to consider if the road could be added to the gritting network for this area, as at the end of the said road there lives 2 doctors and a vet who are on emergencies call day and night I have been told by our local C. Highways contact Paul Groom that the road does not meet the present criteria for gritting which I find incredible as there are these doctors and vet. who need to drive out in an emergency.*

*There is also an active cemetery on this road where a lady did slip on the road surface last winter and consequently broke an arm.*

*Also I would like the road to be safe for the council's refuse collectors and the postal worker.*

*There is evidence of a local builder who lives on this road having to tow these vehicles off the road.*

*The best I would hope for is getting the grit box filled free of charge to the P.C. taking all this evidence into account could I ask you to consider my request I can be available to meet with you if you wish.*

*A Positive outcome would benefit all parties.*

*Looking forward to hearing from you.*

*My best regards Peter.*

*Peter Wilkinson Breckland District Council*

*Tel. No 01760338819/ Mobile 07576798777*

- Joint shared Management plan with Breckland and South Holland. This would allow savings to be made
- Breckland Websites – lots of information available.
- Recycling there is to be lots of workshops in the area.
- QEH – New Triage ward in A&E

*Cllr Wilkinson was thanked.*

**Items for next agenda:**

*None*

**Dates of forthcoming meetings:**

**2015:** September 14<sup>th</sup>, November 9<sup>th</sup>   **2016:** January 11<sup>th</sup> March 14<sup>th</sup>, May 9<sup>th</sup>

**Meeting closed at 9.20pm**

*Cllr J. Adcock signed as correct 14<sup>th</sup> September 2015*