

BEACHAMWELL PARISH COUNCIL

Ordinary Parish Council Meeting held on Tuesday 19th November 2019 commencing at 7.30pm in the Village Hall

<u>Present:</u>	Cllr Tom Sanderson	Chairman
	Cllr Diana Lambert	Vice Chairman
	Cllr Richard James	
	Cllr Pat O'Donnell	
	Miss S J Thorpe	Parish Clerk
	Cllr Peter Wilkinson (Borough Councillor)	
	No members of the public	

The Chairman thanked everyone for their attendance

1. Apologies

Apologies had been received from Cllr Fabian Eagle (County Councillor).

2. Declarations of Interest

None

3. Minutes

The minutes of the Ordinary Meeting on 30th September 2019, having been circulated to all prior to the meeting, were agreed as correct and signed following a proposal by Cllr Lambert, and seconded by Cllr O'Donnell.

4. Matters arising

All matters arising were to be dealt with under separate items on the agenda.

5. Public forum for electors to address the council

No members of the public were present.

6. Highways issues

- a. Hedges of Beech whips – Cllr Sanderson advised that he would purchase them at the weekend and put them in.

Cllr Wilkinson arrived at this point giving his apologies for being late.

- b. Footpaths – footpath division. Information had been received about applications to amend the Definitive Map and Statement of Public Rights of Way for the County of Norfolk in relation to RB19, BR19a, FP13, BR4, BR18 and Langwade Green. Maps were provided by Cllr Sanderson to show members the areas in question and the matter was discussed. Cllr Wilkinson advised that he had spoken to Norfolk County Council (NCC) about the applications and they had advised that the status had already been decided on these footpaths, bridleways and restricted byways and therefore these applications would not be progressed. In relation to the diversion at Hall Barn FP13 and BR19a; the diversion order was still going ahead and the matter was currently being handled by the solicitors.
- c. The Clerk confirmed that she had spoken to the Wednesday Walkers group and asked them to let the PC know if they noticed any issues.
- d. The Clerk confirmed that she had spoken to the farmer about an electric cable which had been installed across a footpath on Wortley's land where the pigs were kept. He had agreed to dig in the cable so that it was not a trip hazard. It was noted that this had not yet been done but weeds were now growing over the cable so it was not as prominent.

7. Finance

- a. Completion of forms to give the Clerk a Simple Servicing Authority on the bank account. Forms had been completed by the Clerk to change the address for correspondence from

Chairman's signature.....Date.....

the bank and to give her view only online access to the bank accounts. It was agreed that these forms should be authorised and they were signed by Cllr Sanderson and Cllr Lambert.

- b. Expenses, wages and P45 for former Clerk Eileen Powell – Wages of £433.33 and expenses of £26 were due for April and May as a final payment to the former Clerk. A payslip and P45 had been produced. PAYE had been deducted of £86.60 which meant that a payment of £372.73 was due. It was agreed by all to authorise the payment.
- c. Cheques to be approved and signed: the following payments were due by cheque and standing order (SO):

HMRC	PAYE for September (SO)	£55.80
Miss S Thorpe	Wages for October (SO)	£223.48
HMRC	PAYE for October (SO)	£55.80
Miss S Thorpe	Wages for November (SO)	£223.48
Miss S Thorpe	Clerks expenses, training, admin	£161.22
Mrs E Powell	Former Clerks wages/expenses	£372.73
HMRC	PAYE	£43.27
CGM Group Ltd	Grounds maintenance	£304.54
Beachamwell Village Hall	Hire of hall for meeting	<u>£15.00</u>
		£1455.32

It was agreed to authorise the cheque payments and the standing orders, proposed by Cllr Lambert, seconded by Cllr O'Donnell. The cheques were signed by Cllr Sanderson and Cllr Lambert.

- d. Reconciliation of Cashbook – The Clerk advised that the Cashbook was now a spreadsheet on the laptop. It had been balanced to 30th September 2019 and the figures were confirmed by sight of the bank statements to the Chairman.
- e. Draft budget and Precept planning for 2020/21 – The Clerk had provided a draft budget for consideration by members. The figures were discussed and views were expressed that the Precept should be decreased. Further information to be provided at the January meeting when a decision would need to be made on setting the Precept.

8. Planning

Applications received since last meeting –

- a. **3PL/2019/1325/HOU Single storey extension to side of dwelling as 6 Drymere.** The application was considered by members and all agreed to SUPPORT the application.
- b. **3PL/2019/1388/F Timber frame log cabin for a holiday let at 5 Drymere.** The application was considered by members and all agreed to OBJECT to the application as there was insufficient information.

Decisions received from the District Council –

- c. **3PL/2019/1122/F Replacement of roof covering with terne steel to the south side of Church of St Mary.** The application had been approved.
- d. **TRE/2019/0234/TCA Removal of T1 Eucalyptus tree for insurance at 9 Church Walk.** There was no objection to the application.

9. Correspondence

- a. Former Clerk Liz Goddard had asked for her thanks to be passed on to the PC for the kindness the PC had shown her regarding returning the cheque for her training.
- b. NCC had advised that due to changes in legislation, which meant that all scheduled local bus services had to be compliant with the Public Service Vehicle Accessibility Regulations (PSVAR), the service 18 from King's Lynn to Swaffham, which passed through Beachamwell, would cease on 24th December. The current contractor's vehicles were not compliant with the new legislation and no other operator had been found to run the service. Notices were to be placed at the bus stop to inform residents.
- c. Monthly update newsletter from Norfolk Constabulary.
- d. Breckland District Council (BDC) had advised of a Town & Parish Forum meeting on Wednesday 12th February 2020 at 5.30pm at their offices in Dereham.
- e. Barclays Bank had advised of an interest rate cut from 0.2% to 0.1% on business savings accounts from January 2020.

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10. Parish Affairs

- a. Applications to amend the Definitive Map and Statement of Public Rights of Way for the County of Norfolk – this matter had already been discussed under item 6b.

11. Update from Borough and County Councillor

BDC update – Cllr Wilkinson advised that the Local Plan had been passed by the inspector at the last point. This meant that applications like the one considered at the last PC meeting (3PL/2019/0995/O Proposed new dwelling at land adjacent 4 Beachamwell Road, Drymere) would be compliant with the new Local Plan and he expected that this application would be approved. BDC were offering funding of up to £500 for communities who wanted to put on an event to mark the 75th anniversary of VE Day on the 8th May 2020. An agreement had now been reached between BDC and Swaffham Town Council for a parcel of land in the town centre to be swapped for the Green Britain Centre. A new service contract had been agreed for the Dog Warden service and contact details were provided for members. Further information can be found at www.animalwardenservices.co.uk and incidents of dog fouling can be reported on 01362 858500. A new match funding initiative was to be made available from BDC, similar to the one which had enabled purchase of the defibrillator. County Councillor Eagle was not present so no update was provided on Norfolk County Council.

12. Agenda items for the next meeting

Items to be passed to the Clerk within 10 days of the next meeting.

Cllr O'Donnell provided an update on the RAF Marham Senior Citizens Christmas Lunch. She had managed to fill the places with mainly nominees who had not been to the event before. A complaint had been made to her that the event had not been publicised in Group 4 News and that some residents were unhappy that they had not been nominated. It was noted that this event had not been publicised in Group 4 New in 2018. Also, there had been insufficient time to place a notice as Cllr O'Donnell had only been asked to deal with the matter at the PC meeting on 30th September. The Chairman expressed the view that Cllr O'Donnell had handled the matter well and anyone who had not been nominated this year could be considered in future. The event would be publicised in Group 4 News in future.

13. Date of the next meeting

The date of Monday 6th January 2020 was confirmed for the next meeting.

The Chairman declared the meeting closed at 8.24pm