

BEACHAMWELL PARISH COUNCIL

Ordinary Parish Council Meeting held on Monday 30th September 2019 commencing at 7.30pm in the Village Hall

<u>Present:</u>	Cllr Tom Sanderson	Chairman
	Cllr Diana Lambert	Vice Chairman
	Cllr Pat O'Donnell	
	Miss S J Thorpe	Parish Clerk
	Cllr Peter Wilkinson (Borough Councillor)	
	Cllr Fabian Eagle (County Councillor)	
	2 members of the public	

The Chairman thanked everyone for their attendance

1. Appointment of Sarah Thorpe as Parish Clerk/RFO and signing of contract

The Chairman introduced Sarah Thorpe and invited her to inform the Parish Council (PC) of her experience and qualifications, which she did. The terms of her employment with other PCs was discussed along with the draft contract. Following a proposal by Cllr Lambert, seconded by Cllr O'Donnell it was agreed to employ Sarah Thorpe as the Parish Clerk/RFO on the same terms as she was employed by her other PCs and to sign the contract. The contract was signed by the Chairman and Sarah Thorpe.

2. Apologies

Apologies had been received from Cllr Richard James due to work commitments.

3. Minutes

The minutes of the Ordinary Meeting on 8th July 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 to be dealt with under separate items on the agenda.

5. Public forum for electors to address the council

The Chairman advised members of the public that they were free to speak at any point in the meeting by raising their hand to indicate to the Chairman that they wished to speak. No comments were made at this stage.

6. Highways issues

- a. Hedges of Beechway whips – Cllr Sanderson to obtain and arrange for planting. The reflective signs were very expensive and were not considered as necessary.
- b. Parking on the path near the Reading Rooms on The Street – a letter had been sent. There had been some improvement in the situation and it was agreed that the matter should be left until the building work had been completed.
- c. Footpaths – a discussion took place on the condition of the footpaths. Cllr Lambert advised that she had recently cleared an obstruction on one of the paths. It was agreed that the Wednesday Walkers group should be contacted and asked to let the PC know if they noticed any issues. An issue was raised regarding an electric cable which had been installed across a footpath on Wortley's land where the pigs were kept. It was agreed that the farmer should be asked to dig in the cable so that it was not a trip hazard. Cllr Eagle advised of the progress on the diversion at Hall Barn FP13 and BR19a. The diversion order was going ahead and Highways would be instructing the solicitors.
- d. Repairs needed to the church wall – Cllr Sanderson had obtained a quotation from AJ Restoration. They were happy to carry out the work on the basis that the PC wanted and

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

their quotation was £2693.00. It was noted that the other quotation obtained had been for £11k. Following a proposal by Cllr Lambert, seconded by Cllr O'Donnell it was agreed to go ahead with the quotation from AJ Restoration. It was noted that the wall would need annual maintenance in future to keep it in good order.

7. Insurance policy for 2019/20

The renewal quotation had been received and was discussed. Following a proposal by Cllr Sanderson, seconded by Cllr Lambert, it was agreed by all that the policy was suitable for the PC and that it should be renewed at a cost of £221.76.

8. Finance

- a. Expenses, wages and P45 for former Clerk Liz Goddard – The Clerk drew members attention to the resignation letter from the former Clerk. It was noted that she had sent a cheque for £132 to refund the PC for the cost of the training course she had attended. A discussion took place on this matter and it was agreed that it had been the members who had encouraged the Clerk to attend the training and therefore it would not be appropriate for the former Clerk to cover the cost of attending. Wages of £120 and expenses of £15 were due as a final payment to the former Clerk and a P45 had been produced. It was agreed that the cheque for £132 should be returned with a payment of £135 to cover wages and expenses along with the P45.
- b. Expenses and wages for current Clerk – wages of £223.48 and expenses of £83.62 were currently due to the Clerk. The Clerk requested a standing order be set up for monthly payments in future which was for £223.48 to her and £55.80 PAYE to be paid to HMRC. It was agreed by all to approve this payment and set up the standing orders.

- c. Cheques to be approved and signed: the following payments were due by cheque:

Miss S Thorpe	Clerks wages/expenses	£307.10
Mrs E Goddard	Former Clerks wages/expenses	£135.00
Business Services at CAS Ltd	Annual Insurance Premium	£221.76
CGM Group Ltd	Grounds maintenance	£456.81
Breckland District Council	Uncontested election costs	£75.00
Beachamwell Village Hall	Hire of hall for meeting	<u>£15.00</u>
		£1210.67

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

9. Planning

Applications received since last meeting –

- a. **3PL/2019/0995/O Proposed new dwelling at land adjacent 4 Beachamwell Road, Drymere.** The application was considered by members. One of the members of the public declared that she was the applicant and provided some additional details for members. Cllr Wilkinson advised that the new local plan being produced by District Council would allow for more of this type of development. Members agreed to SUPPORT the application by two votes in favour and one abstention.
- b. **3PL/2019/1122/F Replacement of roof covering with terne steel to the south side of Church of St Mary.** The application was considered by members and all agreed to SUPPORT the application.

Decisions received from the Borough Council – none.

10. Correspondence

- a. **Update on Norfolk County Council (NCC) matters.** The Chairman invited Cllr Eagle to provide an update. Cllr Eagle advised that NCC were currently going through an electoral review with the Boundary Commission. The proposal was that the same number of councillors would be maintained but that some of the boundaries may need to change. The budget had been set; there would be a standard increase of 2.9% along with an additional 1.9% for social care. A large amount of money still needed to be saved and despite the social care precept more savings needed to be found; the cost of children's services continued to rise. The £409m raised in Council Tax was nearly all spent on adult

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

social care and £186m spent on children's services. Norfolk Library Service had developed an app which allows users to access newspapers and magazines for free. Some of the services carried out by Highways were to be contracted out to Norse. Details of the Parish Partnership Scheme for 2020/21 had been provided.

Cllr Eagle left the meeting at this point as he had another engagement to attend.

- b. **Update on Breckland District Council (BDC) matters.** The Chairman invited Cllr Wilkinson to provide an update. Cllr Wilkinson advised that the award-winning silver social was holding another event in Necton on 11th October; tickets were available from 01362 656370. There was now an online service to report fly-tipping and this had produced several successful prosecutions. BDC were aware of issues in the past with fly-tipping at The Splashes. Residents could make arrangements for larger items to be taken away by BDC. The new 2 hours parking ticket system in Swaffham was proving very successful. Cllr Wilkinson also provided information on the Queen Elizabeth Hospital in King's Lynn where there was plans to open a new maternity clinic at the North Cambs Hospital in Wisbech. There was also a proposal for a nursing school to be set up which would be an add on to the government apprenticeship scheme.
- c. Posters from RAF Marham to advise of "No Drone Zone" covering 2.5km from the airfield and 5km from each end of the runways – to be put up on the notice boards.
- d. Posters from RAF Marham to advise of Community Information Event on 30th October in the Sandringham Centre from 2pm to 6pm – to be put up on the notice boards.
- e. Information from RAF Marham on the Senior Citizens Christmas Lunch on Monday 2nd December inviting the PC to nominate residents to attend. Cllr O'Donnell to action.

11. Parish Affairs

- a. Vandalism to posters in bus shelter – a resident had advised that the posters had been ripped down. They had been able to reinstate all of them apart from a large one which had been ripped apart. There was no damage to the actual bus shelter.
- b. Wooden posts around the village green – a resident had reported damage to the wooden posts of the fencing around the green on the Old Hall Lane road side which were being hacked away with strimmers by the grounds maintenance contractor. It was agreed that the Clerk should contract CGM to ask them to take care to not damage the posts.
- c. Dog fouling in the village – a resident reported that there was still a problem with dog fouling and that another notice was to be put in the next issue of Group 4 News asking residents to clean up after their dogs.

12. IT

- a. Use of laptop – the Clerk now had use of the laptop which was fully functioning and had Microsoft Office installed.
- b. Website – the Clerk had access to amend the website and so far the contact details had been changed. Further information would be added over the coming weeks.
- c. Accessibility to archive – the Clerk would liaise with the former Clerk about access to the old records.

13. Date of meetings for the rest of 2019/20

The following provisional dates were agreed – Tuesday 19th November; Monday 6th January; Monday 2nd March; and Tuesday 5th May. Clerk to check availability of hall and then confirm dates to all members.

14. Agenda items for the next meeting

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

The Chairman declared the meeting closed at 8.47pm