

# **BEACHAMWELL PARISH COUNCIL**

## **Ordinary Parish Council Meeting held on Monday 6<sup>th</sup> January 2020 commencing at 7.30pm in the Village Hall**

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

The Chairman thanked everyone for their attendance

### **1. Apologies**

Apologies had been received from Cllr Peter Wilkinson (Borough Councillor).

### **2. Declarations of Interest**

Cllr Sanderson declared an interest in item 8a.

### **3. Minutes**

The minutes of the Extra-ordinary Meeting on 5<sup>th</sup> December 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.

The minutes of the Ordinary Meeting on 19<sup>th</sup> November 2019, having been circulated to all prior to the meeting, were agreed as correct and signed following a proposal by Cllr James, and seconded by Cllr O'Donnell.

### **4. Matters arising**

Norfolk County Council Highways Department had advised that they had taken a look at the overhanging hedge at 5 Drymere; they did not feel that it was a problem at the moment but would monitor the situation.

### **5. Public forum for electors to address the council**

No members of the public were present.

### **6. Highways issues**

- Hedges of Beech whips – Cllr Sanderson advised that these had now been planted.
- Footpaths – footpath diversion (Hall Barn FP13 and BR19a). There had been no further update on the diversion or the 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.
- The overhanging hedge at Furze Hill had been resolved.
- It was noted that some hedge trimming had been done on Wortleys land.
- Cllr James advised of a pot hole near Old Larch Wood. He agreed to report this to Highways.

### **7. Finance**

- Barclays Bank had not taken any action on the forms to give the Clerk a Simple Servicing Authority on the accounts, along with changing the address for correspondence, and to give the Clerk view only online access. Copies of these forms, and the original letter from the bank regarding change of address, was given to Cllr Sanderson who agreed to go into the local branch to try to resolve the situation.
- Cheques to be approved and signed: the following payments were due by cheque and standing order (SO):

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

Beachamwell Village Hall	Hire of hall for meeting	£15.00
HMRC	PAYE for November (SO)	£55.80
Miss S Thorpe	Wages for December (SO)	£223.48
HMRC	PAYE for December (SO)	£55.80
Miss S Thorpe	Wages for January (SO)	£223.48
Miss S Thorpe	Clerks expenses, subs, admin	£102.90
CGM Group Ltd	Grounds maintenance	£78.00
Beachamwell Village Hall	Hire of hall for meeting	<u>£15.00</u>
		£769.46

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

- c. Reconciliation of Cashbook – The Cashbook had been balanced to 30<sup>th</sup> November 2019 and the figures were confirmed by sight of the bank statements to the Chairman.
- d. Budget and Precept setting for 2020/21 – The Clerk had provided a budget and report for consideration by members. The figures were discussed and views were expressed that the Precept should be decreased, as the cost of the repairs to the church wall were going to be significantly less than expected. Various options were considered; following a proposal by Cllr Lambert, seconded by Cllr O'Donnell, it was agreed by all that the Precept should be set at £6000 for 2020/21, which was a decrease of £1500 from last year.
- e. Appointment of Internal Auditor for 2019/20 – the Clerk advised that an auditor needed to be appointed each year. The options considered were continuing with the previous auditor or changing to the auditor which the Clerk used for her other Parish Councils. The Clerk advised that either option was acceptable. Following a proposal by Cllr Sanderson, seconded by Cllr Lambert, it was agreed to appoint the auditor which the Clerk used for her other Parish Council, Mrs Christine Hurley from Fincham.

## 8. Planning

Applications received since last meeting –

*Cllr Sanderson remained in the room for the item below, in case of any questions on the application, but did not take part in the discussion or decision.*

- a. **3PL/2019/1586/HOU Single storey rear/side extension & alterations and double garage at 4 St Johns Lane.** The application was considered by members and all agreed to SUPPORT the application.

Decisions received from the District Council –

- b. **3PL/2019/0995/O Proposed residential dwelling at land adjacent to 4 Beachamwell Road, Drymere.** The application had been referred to the Planning Committee for decision.
- c. **3PL/2019/1325/HOU Single storey extension to side of dwelling as 6 Drymere.** The application had been approved.
- d. **TRE/2019/0278/TCA Removal of T1 Fir Tree, T2 Fir Tree and T3 Dead tree species unknown at Orchard House, The Street.** There was no objection to the application.

## 9. Correspondence

- a. An email had been received from a resident regarding an issue of dog fouling which had been reported on social media. The Clerk had asked the resident to advise the person who posted the comment to contact her directly so that she could respond.

## 10. Parish Affairs

- a. **Annual Parish Meeting for 2020.** Arrangements were discussed for the meeting. It was agreed that it should take place immediately before the Ordinary Parish Council meeting on 2<sup>nd</sup> March. Information to be provided to residents in the next Group 4 newsletter.
- b. **Village Sign.** Cllr Sanderson advised that a new oak post had been obtained and that the sign was being sandblasted and then repainted before it was reinstalled. It was thought that the total cost would be under £200, and it was hoped it would be completed before the next Parish Council meeting.

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

- c. **Condition of two properties.** Concern had been expressed by residents to members about the condition of two properties owned by Flagship Housing. It was agreed that the Clerk should contact Flagship Housing to make them aware of the situation.
- d. **Group 4 News Report.** It was agreed that contact details for all members should appear in the newsletter in future. Clerk to action this item.

**11. Update from Borough and County Councillor**

**Breckland District Council (BDC) update** – District Councillor Wilkinson had provided a brief report in his absence which reminded members of the next BDC Town & Parish Forum meeting on Wednesday 12<sup>th</sup> February 2020 at 5.30pm at their offices in Dereham; members and clerks were welcome to attend.

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.

**13. Date of the next meeting**

The date of Monday 2<sup>nd</sup> March 2020 was confirmed for the next meeting which would be the Annual Parish Meeting followed by an Ordinary Parish Council meeting.

The Chairman declared the meeting closed at 8.29pm