

DRAFT

Minutes of the Meeting of the Beeston with Bittering Parish Council held on **Monday 20th June 2016** in Beeston Village Hall at 7.30 p.m.

Present Councillor T Townshend (Chair)
Councillor J Perry
Councillor M Greene
Councillor B List
Councillor R Kennealy

County Councillor M Kiddle-Morris

2 members of the public. The clerk was in attendance.

- Min 068/16 **Election of Chairman for the year 2016/17.** Cllr Townshend was nominated by Cllr List and seconded by Cllr Kennealy. There being no further nominations, it was **AGREED that Cllr Townshend would be chair of Beeston with Bittering Parish Council for the council year 2016/17.** The declaration of acceptance of office was signed by Cllr Townshend and witnessed by the clerk
- Min 069/16 **Election of Vice-Chairman.** Cllr List was nominated by Cllr Townshend and seconded by Cllr Greene. There being no further nominations, it was unanimously **AGREED that Cllr List would be the vice chair of Beeston with Bittering Parish Council for the council year 2016/17.** The declaration of acceptance of office was signed by Cllr List and witnessed by the clerk.
- Min 070/16 **Apologies for Absence.** Apologies for absence were received and accepted from Cllr Farrall who was on holiday
- Min 071/16 **Declarations of Interest.** There were no declarations of interest
- Min 072/16 **Minutes of the Meeting dated 24th May 2016.** Cllr Greene proposed and Cllr Perry seconded that the minutes be signed as a true record of the meeting. It was unanimously **AGREED that the minutes of the meeting dated 24th May be duly signed as a true record of that meeting.** The minutes were signed.
- Min 073/16 **Completion of New Bank Mandate.** It was unanimously **AGREED that all members of the Council should be signatories on the account and that the mandate should change the Council's office address to that of the new clerk**

At this point, the meeting was closed to allow representatives of the Save the Ploughshare committee to update the Council

Julie Lawrence and Fiona Crump updated the Council on progress since the previous briefing. A new leaflet had been produced advising the community of the proposed share offer and the draft share prospectus has been prepared. The share issue is likely to take place in July or August. Contact with the owner has provided information that a change of use application is likely in the near future. Grant applications are to be made. An initial application for £2.5K has been made to the Plunkett Foundation and if this is successful, a further application for £150K. Expressions of interest in the share offer have been received totalling £50K. The 392 group have advised that they will be circulating all their members with details. The Save the Ploughshare group will continue with its work irrespective of what the owner chooses to do. 2 fund raisers are planned; a race night in July and a shoot in August. Letters of support have been sought and a response has been received from the Prince of Wales' office. The model for a community purchase as used in Shoulden was being used.

The meeting was reopened

- Min 074/16 **Right to Bid for the Ploughshare Public House.** The Council **NOTED the verbal report.** The representatives were thanked for their attendance and the

clerk agreed to advise the group as soon as any planning applications were notified

Min 075/16 **County and District Councillor Reports.** The county councillor reported that a new devolution deal had been proposed with Norfolk and Suffolk grouped together. Full details of the deal can be viewed on the agenda for an NCC council meeting on 27 June to endorse the deal. The timetable for implementation aims to have mayoral elections in May 2017.

As members needed to leave the meeting shortly, the chairman moved to take agenda items 9.4 and 10.3 as the next items of business.

Min 076/16 **Dates of Meetings for 2016.** It was **AGREED** that meetings for the remainder of 2016 would be held on 28 July, 29 September, 20 October and 24 November

Min 077/16 **Date for Planning Policy Meeting.** A discussion on the purpose of this proposed meeting took place and after advice from the county councillor and the clerk, it was decided that it was most important to engage with the emerging local plan and that the date for any meeting should be guided by the consultation timetable for the emerging local plan. The clerk was asked to contact the district councillor to establish the timing for the next consultation. The item will be left on the agenda

At this point, Cllrs Kennealy, List and county councillor Kiddle-Morris retired from the meeting

Min 078/16 **Maintenance at the Millennium Lakes.** As Cllr Farrall was absent, nothing further was reported. Discussion about possible uses took place. the item will be further discussed at the next meeting.

Min 079/16 **Post Box.** The clerk reported that his predecessor had undertaken to contact the MP again. The clerk was asked to establish the criteria used by Royal Mail for providing a post box

Min 080/16 **Bench on The Green.** The clerk reported that he had received correspondence from the Land Management Officer at Breckland Council that the original deed of delegation for the land provides the parish council with a general right to maintain the land as it sees fit and the siting of a bench would be covered by this. Therefore, a licence is not required and the council can now go ahead.

Min 081/16 **Website.** The clerk confirmed that the current and new website were both being maintained at present. It was **AGREED** that the clerk should undergo training on the website maintenance, at a cost of £65 plus vat, so that the site could be maintained by the council

Min 082/16 **Planning Application No 3PL/2016/0653.** The Council **AGREED** to support this planning application

Min 083/16 **Planning Application No 3PL/2016/0646.** The Council **AGREED** to make the following comments on the reserved matters application:

(i) to request that mains electricity be installed to remove the noise nuisance currently provided by generators

(ii) to request that the property should be a house rather than a bungalow as this was more in keeping with the rural location

(iii) to ensure that any approved landscaping scheme is completed before a certificate of completion is issued

(iv) to request that permitted development rights be removed

(v) to ensure that the caravan currently onsite is removed immediately the dwelling is occupied

(vi) to request that the brickwork used is more in keeping with a rural location that that currently specified which is more appropriate for an urban estate setting

Min 084/16 **Planning Application No Y/3/2015/3010.** The Council **AGREED to make no comment on this non material amendment**

Min 085/16 **Decisions.** The clerk reported that no decision notices had been received

Min 086/16 **Report on the Problems from the Previous Month.** The clerk reported that no further information had been received

Min 087/16 **New problems.** Cllr Townshend reported the Give Way sign at the Mileham Rd junction with the Litcham Rd was obscured. Cllr Greene reported potholes on the Mileham Rd before the Litcham Rd. Cllr Perry reported a pothole on the Street before the Herne Lane turning. All will be reported.

Min 088/16 **Date for the Survey of the Highway Problems in the Village.** This item was deferred to the next meeting.

Min 089/16 **Budget.** The budget had been circulated and it was unanimously **AGREED to confirm the current position.**

Min 090/16 **Balances and Cheques for Authorisation.** The following was considered

Balances :-

Bank of Ireland Treasurers' Account

Balance at 31 04 16	11508.62
Plus receipts-interest- 1.08	<u>1.08</u>
	15309.70
Less cheques authorised 26 04 16 - 126.41	
cheques authorised 24 05 16 - 183.29	<u>309.70</u>
Bank Balance at 31 05 16	13200.00
Less unpresented cheques authorised 26 04 16 - 167.05	
Less unpresented cheques authorised 24 05 16 - 411.48	<u>578.53</u>
Cash Book Balance at 31 05 16	12621.47

Amount available for Section 137 : 442x £7.42 = £3279.64

Spend to Date :£0.00

Cheques for authorisation: Total value = £202.11

403	C Brindley	Salary - June - 202.11 Less PAYE 40.40	161.71
404	HMRC	PAYE June	40.40

It was **AGREED** that the balances be noted and it was confirmed that Cllrs Townshend and Perry be authorised to sign the cheques

Min 091/16 **Receipt of Grants for Play Equipment for the Playing Field.** The clerk advised that the Parish Council would have to be more involved with the project than simply receiving grant funds and would have to work closely with the village hall committee throughout the process. Grants would have to be made in the parish council's name and orders placed by the council. Upon completion, the equipment could then be donated to the village hall committee. The Council considered this and with a motion proposed by Cllr Greene and seconded by Cllr Perry, it was **AGREED unanimously to facilitate the project with the village hall committee.** This decision was heard by a representative of the committee

Min 092/16 **Correspondence.** The clerk advised that the only correspondence received was advertising material from a play area equipment provider. He confirmed that, in

future, copies of relevant correspondence would be provided to all members rather than via a circulation file. The Council **NOTED these points.**

Min 093/16 **Matters for the Next Meeting.** It was **AGREED** that, assuming an election was not requested, the co-option to fill an existing vacancy would be considered.

Min 094/16 **Date of the Next Meeting.** This had been previously confirmed as Thursday 28 July at 7.30pm at Beeston Village Hall

The meeting closed at 20.56