

BARTON BENDISH PARISH COUNCIL

Ordinary Parish Council Meeting held on 13th January 2016 commencing at 7.00pm in Barton Bendish Village Hall

Present:

Cllr PAJ Carter	Chairman
Cllr W Chapman	Vice-Chairman
Cllr L Kinsey	
Cllr AV McAlister	
Cllr W Tasker	
Cllr Dr TM Webster	
Miss SJ Thorpe	Parish Clerk

Cllr S Squire (Borough Councillor)

4 members of the public

1. **Apologies**

Apologies had been received from Cllr B Long (County Councillor).

2. **Declarations of Interest**

No declarations were made.

3. **Minutes**

The minutes of the Ordinary Meeting on 11th November 2015, having been circulated to all prior to the meeting, were agreed as correct and signed following a proposal by Cllr Webster, and seconded by Cllr McAlister.

4. **Matters Arising**

None

5. **Highways Issues**

The Chairman advised that there had recently been an issue with surface water on the road in Eastmoor and that additional grips might be needed; he agreed to keep an eye on the issue. Cllr Tasker advised that none of the outstanding issues referred to Highways during his meeting with Andy Wallace had been completed. He would continue to chase these up. A pothole at the junction of Fincham Road with Beachamwell Road – Clerk to report. Sign post for “Barton Bendish” from the A1122 needs cleaning – Clerk to report.

6. **Sub-Committee Reports**

a **Projects** – Cllr McAlister advised that Elizabeth Smith had now been co-opted onto the committee. No new projects had been identified at this stage but the committee would be considering options over the next few months. Funding could be available from a scheme run by the EDP but coupons needed to be collected to be eligible. The Chairman agreed to look into the situation as he received the newspaper.

7. **Internal Council matters**

- a **Co-option to fill vacancy for Councillor** – The nomination that had been received prior to the last PC meeting had been withdrawn and a new nomination of Mr Jack Richardson had been put forward. Following a proposal by Cllr McAlister, seconded by Cllr Chapman it was agreed by all to co-opt Mr Jack Richardson to fill the vacancy. Acceptance of Office and Register of Members’ Interests forms to be completed after the PC meeting.
- b **Update of honours board** – A quotation had been received for updating the board from the original signwriter. It would cost £20 if the sign was delivered and collected from him or £45 if he carried out the work at the village hall. Following a proposal by Cllr Webster, seconded by Cllr Chapman, it was agreed by all that the Clerk should

Chairman’s signature..... Date.....

drop the board off and that Cllr Webster would collect it and pay the £20 cost when the work had been carried out and then submit the receipt for refund from the PC.

- c Audit regime from 2017/18 – Information was provided on a Sector Led Body (SLB) that had been established by National Association of Local Councils through working with the Department of Communities and Local Government (DCLG), Society of Local Council Clerks (SLCC) and Association of Drainage Boards (ADA). The aim is to procure audit for smaller authorities from the 2017/18 financial year. All smaller authorities will automatically be opted in to the new SLB unless they decide to opt out and appoint their own auditor locally. Opting out could be more expensive and information on the measures put in place to secure a local auditor must be provided to the SLB. A discussion took place and it was agreed that the item would be carried forward to the next PC meeting to allow time for the Clerk to make enquiries regarding the expected cost of being opted in to the new scheme for PCs with a turnover of less than £10,000, and Cllr Webster agreed to make enquiries with a local auditor to establish their charges.

8. Parish Affairs

- a Update on proposed 30mph speed limit – Norfolk County Council (NCC) have now posted notices regarding a consultation on the proposed speed limit. A discussion took place on the fact that NCC had previously advised that they could not extend the speed limit to cover properties on Boughton Long Road. It was agreed that the Clerk would contact NCC and ask for a site visit with Councillors to discuss this matter as many residents remained unhappy with the situation.
- b Restoration of Village Sign – The Clerk advised that she had been unable to find any funding options to assist with the cost of the repainting of the sign. A discussion took place on the quotation received. Following a proposal by Cllr McAlister, seconded by Cllr Webster it was agreed by all to accept the quotation from Fiona Davies for £590 to repaint the sign. Cllr Chapman agreed to assist with removal of the sign.
- c Mayor of KL & WN Voluntary Service Awards – No name to be put forward this year.

9. Finance

- a Payments for authorisation – the following payments were due by cheque:

Miss S Thorpe	expenses Dec/Jan	£57.00
Payments made by standing order:		
HMRC	PAYE for Nov	£36.50
Miss S Thorpe	Dec salary	£145.97
HMRC	PAYE for Dec	£36.50
Miss S Thorpe	Jan salary	£145.97
		<u>£421.94</u>

It was agreed to make these payments, proposed by Cllr Chapman, seconded by Cllr Tasker.

- b Cash book reconciliation to 31st December 2015 – The Clerk confirmed the balance at the bank of £5472.32 by showing the bank statement to the Chairman. There were no unpresented cheques therefore this agreed to the balance in the Cashbook.
- c Precept for 2016/17 – The Clerk had circulated the budget to all prior to the meeting. This was discussed; following a proposal by Cllr McAlister, seconded by Cllr Carter, it was agreed that the PC would set the precept at £4503 which would be a 0% increase for parishioners. A Council Tax Support grant of £120 would also be received making a total of £4623. The Clerk would ask the BC to make a small amendment if required to ensure a 0% increase was maintained.
- d Bank Mandate – A new bank mandate was required to amend the signatories to remove former Cllr Bostock and add an additional Cllr. Following a proposal by Cllr McAlister, seconded by Cllr Webster, it was agreed by all to add Cllr Chapman to the list of signatories. Documentation completed at the end of the meeting.
- e Application to Transparency Fund for Smaller Councils – The Clerk advised that a claim could be made to the fund to assist with the additional costs incurred by the PC to comply with the change in legislation. The total claimed could be £702.65 for a PC laptop, scanner and the additional hours worked by the Clerk to comply with the transparency code. Following a proposal by Cllr Tasker, seconded by Cllr McAlister, it was agreed by all that this application should be submitted.

Chairman’s signature..... Date.....

10. Correspondence

The Clerk updated the Council with items of correspondence that had been received. Items worthy of note included:

- Information from the BC on a PC training event regarding the Planning System.
- A response from RAF Marham to the letter sent from the PC regarding further incidents of overflying. This was read out to the meeting. It stated that their records did not show any breach of their flying orders.
- Information from NCC on proposed improvements to the Superfast Broadband in the village by installation of an additional cabinet, "Fincham 3," to be installed at the rear of the verge near The Lodge, Fincham Road during the next 6-12 months.
- Information from Norfolk Fire and Rescue Services of a consultation on their Draft Integrated Risk Management Plan.
- Thank you letter from The Injured Jockeys Fund for the donation of £100.
- Thank you letter from Barton Bendish PCC for the donation of £250.

11. Planning

a Applications received – None

b Decisions received from the Borough Council –

15/01439/F Proposed first floor extension above existing flat roof, single storey rear extension to kitchen and proposed cart shed at Byehanger, Swaffham Rd.
The BC had permitted this application.

12. Public questions and comments

- A complaint about the sewerage smell on Buttlands Lane. It was agreed that the Clerk would look through the PC records for the previous correspondence on this issue and raise the matter again with Anglian Water.
- Information on the cost of a possible sound system for the village hall was provided and it was suggested that the village hall committee could consider this matter and possibly approach the PC for a donation towards the project. Item to be added to the agenda for the next PC meeting.

13. Date of next meeting will be Wednesday 9th March 2016 in the Village Hall, starting at 7pm for the Annual Parish Assembly followed by an Ordinary Parish Council meeting.

The meeting was closed at 8.30pm

Chairman's signature.....

Date.....