

# **BARTON BENDISH PARISH COUNCIL**

## **Ordinary Parish Council Meeting held on Monday 20<sup>th</sup> September 2017 commencing at 7.30pm in Barton Bendish Village Hall**

**Present:**

Cllr W Chapman	Chairman
Cllr AV McAlister	Vice-Chairman
Cllr PAJ Carter	
Cllr J Richardson	
Cllr W Tasker	
Miss S J Thorpe	Parish Clerk
Cllr S Squire (Borough Councillor)	
7 members of the public	

1. **Apologies**

Apologies were accepted from Cllr R Simon and Cllr B Long (County Councillor).

2. **Declarations of Interest**

None

3. **Minutes**

The minutes of the Ordinary Meeting on 12<sup>th</sup> July 2017, having been circulated to all prior to the meeting, were agreed as correct and signed following a proposal from Cllr Richardson, and seconded by Cllr Carter.

4. **Matters arising**

The Norfolk Records Office had confirmed that they would schedule the restoration work on the old map and could supply the PC with a digital image of the map once the work was completed. They would keep the PC informed of dates for completion and raise an invoice.

5. **Highways issues**

Andy Wallace, Highways Engineer, had confirmed that they would be installing "slow" signs and chevrons on Boughton Long Road. The chevrons had been ordered and would be installed when received, along with the promised grips, but the "slow" signs would not be painted on the road until next spring; at the same time reinstatement of the "slow" sign on Fincham Road would be completed. They had also agreed that they would install "hidden dip" signs on the A1122. He was currently working on providing a quotation for a trod (informal footpath), on the bend of Boughton Long Road, and this would be available for the next PC meeting, which would be in time for the PC to apply to the NCC Parish Partnership Scheme (PPS) for 2018/19. Unfortunately, they would not be considering an extension of the existing 30mph speed limit, to include Boughton Long Road, as the area did not meet the criteria and there was no funding for such works in the budget at the present time.

Church Road resurfacing had now been completed.

New issues to be reported to Highways:

- Eastmoor Road – large pot hole just south of the phone box
- Eastmoor Road – 4 large pot holes about 25 metres north of Ravens House
- From The Paddocks to Fincham Road – no dropped kerb at the end of the pavement
- Fincham Road – 30mph sign on the west side had been hit and twisted

Other matters where residents to be contacted:

- Eastmoor Road – trees overhanging road (canopy needed to be lifted)
- Fincham Road (when turning into Beachamwell Road) view to the left obstructed
- Fincham Road – dead tree near chicken sheds

6. **Report from Projects Committee**

Cllr McAlister reported that Mr Mel Parker had come forward as a volunteer to paint the telephone boxes in the parish; he had already completed the one on Church Road and

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repainted the railings around the war memorial and the church gates; the Eastmoor phone box would be done in the coming weeks. Mr Parker was present at the meeting and thanks, was expressed to him from the whole PC.

Albanwise had agreed to trim the lime tree near the telephone box on Church Road if the PC agreed to this. It was agreed by all that this should be done.

## 7. **Finance**

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

Miss S Thorpe	expenses Aug/Sept	£44.37
Barton Bendish Village Hall	Hire of hall for meetings	£30.00
A1 Engraving Ltd	Updating honours board	£24.00
Mrs A V McAlister	Paint for phone boxes	£19.50
Payments made by standing order:		
HMRC	PAYE for July	£37.20
Miss S Thorpe	August salary	£148.91
HMRC	PAYE for August	£37.20
Miss S Thorpe	September salary	<u>£148.91</u>
		<u>£490.09</u>

It was agreed to authorise these payments, proposed by Cllr Richardson, seconded by Cllr Carter.

### b. Cash Book reconciliation – The Clerk confirmed that the Cash Book had been reconciled to 31<sup>st</sup> August 2017 and the Cash Book and bank statement were shown to the Chairman, who confirmed the balance of the bank account was £9438.40.

## 8. **Internal Council Matters**

The Chairman advised that he was pleased to see the return of the updated honours board and wished to take this opportunity to thank Cllr Carter, on behalf of all of the PC, for all the work he had done during his time as Chairman.

### a. Co-option to fill the casual vacancy for a Parish Councillor – The Clerk advised that there were two nominees for the role, Mr Andrew Stephen and Mrs Anne Parker and she explained the procedure for co-option. Following a proposal by Cllr Richardson, seconded by Cllr McAlister, it was agreed by all to fill the vacancy from the nominees. A vote took place and Mrs Anne Parker received the most votes so she was co-opted to fill the vacancy. She was invited to join the other Councillors and signed the declaration of acceptance of office form. The Chairman thanked Mr Stephen for his interest in joining the PC and said that he hoped he would still be interested in joining the PC when another vacancy occurred.

### b. External Auditors Report – The Annual Return has been concluded and there were no comments or suggestions. Notice to be displayed on PC board and website.

### c. Review of Members' Handbook – The document approved in 2016 had been forwarded to all before the meeting to review and consider if any amendments were needed. Following a proposal by Cllr Richardson, seconded by Cllr Chapman, it was agreed that no amendments were needed at this stage.

## 9. **Parish Affairs**

### a. RAF Marham Senior Citizens Christmas Lunch – Cllr McAlister had started work on a list of nominees for the lunch. It was agreed that in order to ensure all eligible residents had been included an item should be added to the next Group 4 News to ask for any senior citizens who would be interested in attending a future lunch to contact the Clerk or Cllr McAlister. It was agreed that Cllr McAlister would finalise the list and forward it to the Clerk when the date of the lunch was confirmed and the invitation was received from RAF Marham.

## 10. **Correspondence**

The Clerk updated the Council with items of correspondence which had been received:

- Information on the Swaffham Visual Arts Festival to be held from 30<sup>th</sup> September to 29<sup>th</sup> October

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- Invitation from Norfolk CPRE to an event in Dereham on 27<sup>th</sup> November 2017
- Information from Norfolk CPRE on their 'Vision for Norfolk'
- Consultation from the BC on the Council Tax Support Scheme for 2018/19
- Parish Newsletter from Norfolk Constabulary
- Consultation from NCC on Norfolk Strategic Framework
- War Memorial Newsletter from Civic Voice
- Consultation from Breckland District Council on their Local Plan
- Letter from Norfolk Citizens Advice asking for a donation
- Information on nomination for St George's Guildhall in King's Lynn to be included in the list of 100 buildings and places which best tell England's remarkable story.
- Clerks and Councils Direct Newsletter
- Information from the BC on their 'Recycle Right' campaign.

11. **Planning**

- a. Applications received since last meeting
  - i **17/01565/LB Repair ceiling beam below a bedroom and above a reception room that has started to drop and replace/reinstate securely the flooring in the room above at Avenue House, Church Road, Barton Bendish.** The application was discussed and it was agreed to SUPPORT the application.
- b. Decisions received from the Borough Council
  - i **17/00932/O New house and garage at Keepers Cottage, 29 Church Lane, Barton Bendish.** The application had been permitted.

12. **Public questions and comments**

- A suggestion was put forward for the Mayor's Civic Awards. This matter would be discussed further at the next PC meeting.
- Complaints had been received from residents about vehicles turning around at the end of Church Road; it was felt that this was because visitors to the pub were having trouble locating the pub and finding the correct way out of the village afterwards. It was agreed that the owners of the pub should be approached to ask if they could install additional signage to help with this issue.
- Cllr Carter asked if payments would be made from the Poors Charity this year. He was informed that this was a matter for the Poors Charity and not the PC.
- Cllr Tasker advised that progress was being made on renewal of the lease for the village hall and that a draft, 28 page, document was currently being reviewed prior to arranging a meeting of the village hall committee.

13. **Date of next meeting**

The date of the next meeting was confirmed as 8<sup>th</sup> November for an Ordinary Parish Council meeting.

The Chairman declared the meeting closed at 8.40pm