

# BARTON BENDISH PARISH COUNCIL

## Ordinary Parish Council Meeting held on Wednesday 14<sup>th</sup> March 2018 commencing at 7.30pm in Barton Bendish Village Hall

**Present:**

Cllr W Chapman	Chairman
Cllr AV McAlister	Vice-Chair
Cllr A Parker	
Cllr J Richardson	
Cllr R Simon	
Cllr W Tasker	
Miss S J Thorpe	Parish Clerk

5 members of the public

1. **Apologies**

Apologies were accepted from Cllr PAJ Carter.

2. **Declarations of Interest**

Cllrs Chapman, Simon and Tasker declared a non-pecuniary interest in item 9a and Cllrs Chapman and McAlister declared a non-pecuniary interest in item 9b.

3. **Minutes**

The minutes of the Ordinary Meeting on 10<sup>th</sup> January 2018, 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 Parker.

4. **Matters arising**

- a. Norfolk Records Office had advised that the restoration work on the old map of Barton Bendish had now been completed; a digital copy of the map had been sent to the Clerk, who had put a copy on a memory stick which was given to Cllr Tasker, to pass to Mr David Mason and any councillor who wanted a copy.
- b. Anglian Water had provided an update to the complaints about sewerage odours on Buttlands Lane. They had increase the chemical dosing by 50% and started jetting the sewer. They had also placed a timer on the sewer, so they can see how long it takes for the odours to build back up. They were continuing to work closely with a resident to form an accurate jetting routine to minimise the effect of the odours in the future and try to avoid them building up in the sewer. The resident who originally raised this issue at previous PC meeting confirmed that the situation had indeed improved.

5. **Highways issues**

New issues to report:

- Murgotts Lane/Eastmoor Road junction – “Give Way” sign and finger post knocked down.
- Boughton Long Road/Beachamwell Road junction – pot hole.
- Beachamwell Road/Fincham Road junction – side of road breaking up.
- Eastmoor Road – sides of road/verges damaged
- Boughton Long Road & Eastmoor Road – mud on road by contractors/farmers and grips blocked by the mud; Clerk to contact local farmers.
- No action on dead tree at chicken shed on Fincham Road – Clerk to chase up.

6. **Report from Projects Committee**

Cllr McAlister advised that the committee were still working on plans for commemorations of the WW1 centenary. These items to be covered under 9b later on the agenda.

7. **Finance**

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

Miss S Thorpe	expenses/Subs Feb/Mar	£40.85
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Chairman's signature.....Date.....

NPT&S	Councillor Training	£45.00
Barton Bendish Village Hall	Hire of hall for meetings	£30.00
SLCC Enterprises Ltd	Clerk's Practitioners Conf	£83.76
Norfolk County Council	Restoration of old map	£1120.00
Albanwise	Contribution to community proj	£200.00
Payments made by standing order:		
HMRC	PAYE for January	£37.20
Miss S Thorpe	February salary	£148.91
HMRC	PAYE for February	£37.20
Miss S Thorpe	March salary	£148.91
		<u>£1891.83</u>

It was agreed to authorise these payments and a direct debit mandate for the Information Commission regarding the Data Protection Registration, proposed by Cllr Richardson, seconded by Cllr Parker.

- b. Cash Book reconciliation – The Clerk confirmed that the Cash Book had been reconciled to 28<sup>th</sup> February 2018 and the Cash Book and bank statement were shown to the Chairman, who confirmed the balance of the bank account was £7732.11.

### 8. Internal Council Matters

- a. Update on implications of the Data Protection Regulations – The Clerk advised that she had now registered the Parish Council as a data processor with the Information Commissioners Office. There was currently contradicting advice on whether it was appropriate to appoint the Clerk as the Data Protection Officer and further clarification should be obtained before the next PC meeting.
- b. Appointment of Internal Auditor for 2017/18 – Mrs Christine Hurley from Fincham had advised that she was willing to continue in the role for the current year. Following a proposal by Cllr Richardson, seconded by Cllr Tasker, it was agreed by all to appoint Mrs Hurley as the Internal Auditor for 2017/18.

### 9. Parish Affairs

- a. Village Hall matters – The committee was currently considering appropriate grants to cover the cost of the refurbishments needed. The Big Lottery Fund grants were not as good as had been hoped but other grants could be available from WREN, Tesco and the Borough Council. A planning application would need to be submitted before grants could be obtained and it was hoped this would be done in April. Cllr Tasker expressed his thanks to everyone involved for their help with the running of the village hall.
- b. Commemorations for the WW1 centenary – A village community project was planned to plant the verges on Buttlands Lane with poppy and wild flower seeds and red flowers over the wall either side of the war memorial. Albanwise had agreed to carry out the work needed to prepare the verges and permission had been obtained from Highways for this work. The cost of the project was likely to be £600-£800. Following a proposal by Cllr Tasker, seconded by Cllr Simon, it was agreed by all that the PC should contribute £200 to help with the cost of the project.  
Cllr McAlister had also asked the Clerk to apply for a grant from the Norfolk WW1 Centenary fund of £390 to cover printing and administration work for the planned book. The result of the application should be received within 8 weeks.
- c. Damage to verges/kerbing on Hatherley Gardens – The PC had received reports from residents of Hatherley Gardens about disruption and damage from BioMarsh Environmental, acting as contractors for Anglian Water. For several weeks now, the contractors had been doing work at the treatment plant, at the bottom of the road, and large tankers had been going down to the plant, sometimes forwards, sometimes backwards, every 3 to 4 hours a day, 24 hours a day, 7 days a week. Complaints had been made by residents to the contractors about lack of care on the roads and verges, but this had been met with hostility and further damage had occurred. It was agreed that the Clerk should issue a formal complaint to Anglian Water, which would be copied to Openreach, Borough and County Councillors as well as the MP. Residents to provide photos and details to Clerk to submit with complaint.

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

- d. Update on possible road for Boughton Long Road – According to reports in the press a decision was due to be made on Parish Partnership Scheme applications shortly.

10. **Correspondence**

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

- Norfolk County Council – A vision for Norfolk in 2021
- Information on Norfolk Community Biodiversity awards for 2018
- Slides from the BC Planning Update sessions.
- Norfolk Tree Strategy plan from the BC (to be emailed to Cllr Richardson)
- Request for details of any Community Car Schemes in the parish
- Kickstart – details of moped hire for rural communities
- Details of planned visit to the parish by the Highways Rangers
- Parish Newsletter from Norfolk Constabulary
- Clerks and Councils Direct Newsletter

11. **Planning**

- a. Applications received since last meeting – none
- b. Decisions received from the Borough Council
- 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** – application permitted.

12. **Public questions and comments**

- Dog fouling was a problem in the village, Clerk to provide sticker to Cllr Parker which could be put up in the parish.
- The water meters at junction of Buttlands Lane/Beachamwell Road had been damaged by contractors cutting vegetation in the area. Letter to be send to Albanwise asking them to mention the matter to their contractors and to ask for care to be taken. The residents concerned had already reported the issue to Anglian Water.
- Clerk to raise again with Highways the issue of an extension to the 30mph speed limit to cover Boughton Long Road.

13. **Date of next meeting**

The date of the next meeting was confirmed as 9<sup>th</sup> May 2018, starting from 7.30pm for the Annual Parish Council meeting.

The Chairman declared the meeting closed at 8.25pm