

# BARTON BENDISH PARISH COUNCIL

## Ordinary Parish Council Meeting held on Wednesday 13<sup>th</sup> November 2019 commencing at 7.30pm in Barton Bendish Village Hall

<b><u>Present:</u></b>	Cllr W Chapman	Chairman
	Cllr J Richardson	
	Cllr R Simon	
	Cllr P Stow	
	Cllr P Swallow	
	Cllr A Wells	
	Miss S J Thorpe	Parish Clerk
	Cllr B Long (County Councillor)	
	Cllr C Sampson (Borough Councillor)	
	4 members of the public	

### 1. **Apologies**

Apologies had been received from Cllr AV McAlister (Vice-Chairman) who was currently in hospital recovering from an operation.

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

Cllrs Chapman and Simon declared a non-pecuniary interest in item 7a.

### 3. **Minutes**

The minutes of the Ordinary Meeting on 23<sup>rd</sup> September 2019, 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 Simon.

### 4. **Matters arising**

None.

### 5. **Highways issues**

New issues to be reported and old issues to be followed up:

- Boughton Long Road – Highways had advised that the new “slow” marking had been done; The siding to the carriageway was done in July but they had checked the site and could see the silt needed clearing again so had programmed this to be done. They acknowledged that the trod was full of grass and weed growth. Unfortunately, this tended to happen with these types of unbound surfaces, the seeds fall onto the path and because soil and water tends to sit on the uneven path surface this encourages growth. They had agreed to redo the top surface of the trod and then tar and chip seal the surface after to discourage weed growth. As the tar and chip procedure is weather dependant this would be programmed to be done during the spring, when temperatures and weather conditions improved.
- Church Road (near the post box) – complaint about parked vehicles causing an obstruction. Clerk to send letter to owner of property.

### 6. **Finance**

- a. **Contribution to St Andrew’s Church for maintenance of the churchyard** – It was agreed by all to authorise the usual donation of £250, following a proposal by Cllr Chapman and seconded by Cllr Richardson.

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

Miss S Thorpe	Clerks expenses/admin/training Oct/Nov	£151.37
Barton Bendish PCC	Donation for maintenance of churchyard	£250.00
Mr D Mason	Replacement parts for defibrillator	£123.88
Payments made by standing order/direct debit:		
HMRC	PAYE for September	£38.80

Chairman’s signature.....Date.....

Miss S Thorpe	October salary	£155.66
HMRC	PAYE for October	£38.80
Miss S Thorpe	November salary	<u>£155.66</u>
		£914.17

It was agreed by all to authorise the cheque payments and the standing orders/direct debits, proposed by Cllr Richardson, seconded by Cllr Swallow.

- c. Cash Book reconciliation: The Cash Book had been reconciled to 31<sup>st</sup> October 2019 and the balance of the bank account was £7357.57, which was confirmed by sight of the bank statement to the Chairman. There were no unpresented cheques therefore this agreed to the balance in the Cash Book.
- d. Draft budget for 2020/21: The Clerk circulated a draft budget to all Councillors. The draft budget was briefly discussed, and the Clerk requested that Councillors provide details, before the next PC meeting, if they had other items to include in the budget. It was noted that there had not been an increase in the precept for at least five years. A decision would be made on setting the precept at the next PC meeting, when options for making a small increase would be provided.

## 7. Parish Affairs

- a. Village Hall matters – Cllr Simon advised that grants obtained were now in excess of £150k, with some grants still pending. This meant there was enough funding to carry out the refurbishment of the existing hall. This work was expected to start towards the end of March 2020, which meant that the hall would be closed until mid-September 2020. The PC would need to find another venue for the May, July and September meetings. Options were briefly discussed; Clerk to make enquires so the matter could be discussed at the next PC meeting. Cllr Simon advised of events planned over the coming months and that recent events had been well supported.
- b. Update on problems with dog fouling – Cllr Sampson advised that he had no further information on the appointment of Borough Council Dog Warden. However, if residents were experiencing problems with dog fouling these could be reported to the Community Safety Neighbourhood Nuisance team at the BC. Photographic or video evidence of offences being committed could result in prosecutions.
- c. Maintenance of the Lime tree near the phone box on Church Road – Contact details for a local Tree Surgeon was still needed by the Clerk. Cllr Wells agreed to provide this information to the Clerk at the end of the meeting. Cllr Wells to discuss the requirements with the Tree Surgeon once the Clerk had made contact.
- d. Condition of Eastmoor Notice Board – The notice board was in poor condition and too small to hold all the notices. It was noted that a local group had suggested that they could refurbish the board, but this would not solve the problem of the size. A discussion took place on the situation. Cllr Stow agreed to provide a photo of the board to the Clerk. Clerk to investigate replacement options for a board which would hold 6 to 8 A4 notices.
- e. RAF Marham Senior Citizens Christmas Lunch – Cllr Swallow advised that he had obtained details of who had attended previously and thanked Mrs Mason for her help with this. There were 38 residents on the list; notices had been placed in Group 4 News and on the notice boards asking for anyone who was eligible, but not on the list, to come forward. Cllr Swallow had contacted everyone on the list and 9 had now been removed, as they did not wish to attend at any point. In total he had phoned 26 residents; 8 were unable to attend this year. The list of 15 nominees had been produced and hand delivered to RAF Marham.

## 8. Correspondence

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

- Clerks and Councils Direct Newsletter
- a. Motion regarding national community energy campaign – an email had been received from a lobby group asking the PC to consider passing a motion in support of a Local Energy Bill, which would enable community energy groups to sell energy they generate to local people. The matter was discussed but no motion was put forward.

**9. Planning**

- a. Applications received since last meeting – none.
- b. Decisions received from the Borough Council –
  - i **19/01572/F Construction of new dwelling for essential rural worker (gamekeeper) at land at Hall Farm, Boughton Long Road.** It was reported that the application had been approved by the BC Planning Committee, although some restrictions had been placed on the approval. However, the application had not appeared on the weekly lists of decisions.

**10. Public questions and comments**

- a. A resident asked questions about how to use the defibrillator. Information was provided.
- b. A resident had raised several points:
  - Request to promote details of the community transport provision.
  - Condition of Eastmoor Notice Board – this had already been discussed.
  - Location of Barton Bendish Notice Board – it was felt that it should not be moved.
  - Map near the phone box could not be read due to it being faded and obscured by damaged plastic covering. It had previously been agreed that this did need attention.
  - Query regarding what was happening to the Eastmoor phone box. A local group had offered to refurbish this next year.

**11. Date of next meeting**

It was agreed that the date of the next meeting would be moved from 8<sup>th</sup> January 2020 to Thursday 23<sup>rd</sup> January 2020.

**12. (Confidential item – public and press to be excluded) Internal Council matters  
Request from Clerk for review of her pay scale**

*Members of the public, Borough and County Councillors and the Clerk left the room at this point.*

The request from the Clerk was discussed. Following a proposal by Cllr Simon, seconded by Cllr Stow, it was agreed by all to increase the pay scale for the Clerk to SCP 26 from December 2019.

*The Clerk returned to the room at this point.*

The Chairman declared the Meeting closed at 8.40pm