

# **BARTON BENDISH PARISH COUNCIL**

## **Minutes of Ordinary Parish Council meeting held on Wednesday 10<sup>th</sup> November 2021 commencing at 7.30pm in Barton Bendish Village Hall**

**Present:**

Cllr W Chapman                      Chairman  
Cllr P Swallow                      Vice-Chairman  
Cllr S Tilburn  
Cllr T Webster  
Cllr D Wells

Miss S J Thorpe                      Parish Clerk

Cllr C Sampson (Borough Councillor)

No members of the public

**1. Apologies**

Apologies had been received from Cllr Simon and Cllr A Wells. Cllr Tilburn to leave early.

**2. Declarations of Interest**

Cllr Webster declared a non-pecuniary interest in item 7a & 8c. Cllr Chapman declared a non-pecuniary interest in item 8c.

**3. Minutes**

The minutes of the Ordinary Meeting on 8<sup>th</sup> September 2021, having been circulated to all prior to the meeting, were agreed as correct and signed following a proposal from Cllr Swallow, and seconded by Cllr D Wells.

*Cllr Tilburn arrived during the above item giving his apologies for being late.*

**4. Matters arising**

**RAF Marham Christmas lunch** – at this stage it looked like the event would be going ahead on 1<sup>st</sup> December and Cllr Swallow had provided a list of eight nominees.

**Commemorative Plaque** – the PC had now been contacted by the County's Deputy Lieutenant who would carry out the presentation. It was agreed that the best option for the presentation was immediately before the next PC meeting on 12<sup>th</sup> January. Notice to be put in Group 4 News.

**5. Public forum for residents to comment on agenda items**

No members of the public were present.

**6. Highways issues**

New issues to be reported and update on old issues:

- Trod on Boughton Long Road – was very overgrown.
- Eastmoor Road (before the bridge) – potholes
- Boughton Long Road – potholes
- Eastmoor Road – large ruts in unofficial passing places up to the bridge.

**7. Finance**

- a. Contribution to St Andrew's Church for maintenance of the churchyard: It was agreed to authorise the usual donation of £250, following a proposal by Cllr Swallow and seconded by Cllr D Wells.

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

Miss S Thorpe	admin/expenses Aug/Sept	£50.25
Barton Bendish PCC	contribution to maintenance of churchyard	£250.00
Payments made by standing order/direct debit:		
HMRC	PAYE for September	£45.80
Miss S Thorpe	October salary	£183.13
HMRC	PAYE for October	£45.80
Miss S Thorpe	November salary	<u>£183.13</u>
		£758.11

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

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

- c. Cash Book reconciliation: The Cash Book had been reconciled to 31<sup>st</sup> October 2021 and the balance of the bank account was £9,596.51 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 2022/23 The Clerk had 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. A decision would be made on setting the precept at the next PC meeting.

**8. Parish Affairs**

- a. Eastmoor Phone Box – the man from Oxborough had finished the repainting and was just finishing off some repairs to the wood at the bottom.
- b. Possible options for spending the Community Infrastructure Levy money – A discussion took place on three options which had been suggested. A notice board for Chapel Lane was felt to be not needed; a 'Village Centre' sign for Beachamwell/Boughton Long Road was to be priced and considered at the next meeting; the church to approach the PC about installation of a proper disabled ramp. Item to remain on the agenda for further options to be considered in the future. A brief discussion also took place on the brown Berney Inn sign and whether it needed to be removed as the pub was no longer open.  
*Cllr Tilburn left the meeting during the above item.*
- c. Proposed changes to the Village Hall Trust which would affect the Parish Council – the proposed changes would mean that the PC no longer needed to nominate a member to become one of the trustees. The changes were discussed, and it was proposed by Cllr Swallow, seconded by Cllr D Wells, that the PC were in support of the changes.

**9. Correspondence**

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

- Cllr Webster had received correspondence from the British Heart Foundation asking for the defibrillator to be registered on a national database. It was agreed this should be done.

**10. Planning**

- a. Applications received since last meeting:
  - i. **21/01618/F Variation of condition 2 of planning permission 19/01789/F: Alternations, conversion, and extensions to existing barns to create new wedding events venue with associated parking and new access at Abbey Farm, Chapel Lane.** The PC had agreed that the changes to the application did not affect its previous decision to SUPPORT the application.
- b. Decisions received from the Borough Council – the following applications had been permitted:
  - i. **21/01385/F Change of use of former workshop/store (B8) to single office unit (use Class E) with associated works to building and adjoining land at land SE Holly House, Fincham Road.**
  - ii. **21/01416/F Installation of new velux roof light, replacement/relocation of rear full height screen, replacement French doors with bi-folds and new window to first floor bedroom at 1 Manor Farm Barns, Eastmoor Road.**
  - iii. **21/01746/F Front Porch to dwelling at Four Hill Wood, Church Road.**
  - iv. **21/00082/TPO 2/TPO/00091 Works as described in 'Tree Hazard Risk Assessment and Decay Detection' Report at Avenue House, Church Road.**

**11. Matters of concern and items for the next agenda**

- a. Cllr Sampson advised that Borough Councillors had been given a fund of £1k each to spend on community projects in their parishes. Item to be put on the agenda for the next meeting. He also updated the PC on improvements to the fly tipping collection service and a scheme to encourage tree and hedgerow planting.

**12. Date of next meeting**

It was confirmed that the next meeting would be on 12<sup>th</sup> January 2022.

The Chairman declared the Ordinary Parish Council Meeting closed at 8.20pm

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