

## NEW BUCKENHAM PARISH COUNCIL

Minutes of a meeting of New Buckenham Parish Council held at New Buckenham Village Hall on Tuesday 12<sup>th</sup> April 2022 7.00 – 8.00pm

**Present:** Karen Hobley (KH Chair) Andrew Bingham (AB Vice-Chair) Mary Dowson (MD), Don Crossman (DC), Steve Askew (SA) County/District Councillor

**Also in attendance:** Juliet Fulford (Minutes) and 2 members of the public

**2223/1 Apologies for Absence:** Mary Manning (MM), Steve Highton (SH) and Andrew Nettleton (AN).

**2223/2 Minutes:** The minutes of the Parish Council meeting held on 8<sup>th</sup> March 2022 were confirmed as a true record

### **2223/3 Matters Arising:**

Potholes on Cuffer Lane – Work has been completed

County Broadband - The Clerk has had no response to communications.

Marsh Lane – work on drainage and resurfacing has been completed.

Bins - Marsh Lane collections now returned to normal. MD noted 2 x Green bins in the Church yard that had not been emptied. AB asked who owned the bins. KH to follow up with Clerk and Breckland to establish ownership and location.

Overflowing Dog Bin – Still had not been emptied Clerk to check and action if required.

Bench – Has been taken for refurbishment by Clive Rush and will be relocated.

Some discussion as to new location of bench. Village Green is on High Bailiff's Trust land Cricket pitch would be PC land.

KH will obtain a new plaque, to celebrate the Queen's Platinum Jubilee.

AB had a quote from Broadland Tree services £250 for filling in holes on Moat Lane.

Agreed that this should go ahead.

Village gateway - ongoing

### **2223/4 Declarations of Interest:** None

### **2223/5 Public Participation:**

#### a. District and County Councillor Report - SA

Very pleased that the work on Marsh Lane was completed. With restricted budgets it was a real achievement to have highways allocate the money and complete this work.

There is no update on the Dambrigg with Norfolk CC finances so tight at the moment it is deemed unlikely that this will be allocated money to deal with what would be a minor flooding issue.

Telephone mast work has begun but we do not know the timeline.

KH asked about The Cuffer Lane application, SA had been at last planning meeting where it was not on the agenda so possibly an Officer decision SA will update on any developments.

#### b. Chair and Parish Councillor Reports: There were none

c. Parishioners' Comments & Questions.

Barbara Cattermole thanked Highways for their work on footpath 6. They have established a clear footpath and added permissive paths and signage. There are still some finger posts down so they need to be alerted to this. One of the gates and styles on footpath 6 is not safe and again they need to be alerted to this. AB will identify and contact Highways with the information.

The high London farm footpath is also much improved by the landowner, with new styles and access past the farm well established.

Sue Britton will update on Defibrillator at Annual Parish meeting.

### **2223/6 Financial Matters**

- a. To receive a financial report for the month ending 30th March 22 – Some discussion around the layout of the report. AB to work with the Clerk on a better format for the report.
- b. To approve payments for April 2022. AB asked for another column to show supplier's reference. DC asked if VAT included in figures. If so, should the VAT be separated out, so it is visible to public. Proposed by AB that payments be approved Seconded by MD.
- c. Current financial regulations need to be reviewed by AB, AT and KH.
- d. KH: proposed to pay JF 6 hours for minuting this meeting, the Annual parish meeting and subsequent work on the minutes. MD seconded, all in agreement. JF was thanked for her work.
- e. DC asked about how to start on him being set up to make payments from the online banking. AB agreed to investigate this.

### **2223/7 Planning:**

**REFERENCE: 3PL/2022/0316/HOU PROPOSAL:** External insulation being fitted and rendered to match existing. There was discussion around why this was being done on the external of the building and the impact on the look of the building and adjoining building this will have. Agreed. No objections but concerns on detailing

**REFERENCE: 3PL/2022/0294/LB PROPOSAL:** Replacement of existing single glazed timber flush casements windows with slimline double glazed timber flush casement windows. No objections. Some discussion as to if this was a new regulation to allow double glazed windows on listed houses and if so had any guidance been issued. Many people have been turned down in the past so might want to be aware of this. No objection

**REFERENCE: 3PL/2022/0293/LB PROPOSAL:** Replacement of single glazed windows with slimline double glazed windows. No objection.

**REFERENCE: 3PL/2022/0026/LB PROPOSAL:** Proposed replacement of 2no windows to front elevation

No Objection. Question if this was a double-glazed replacement

**For information** - Discharge of Conditions 4,5,6 on 3PL/221/0612/HOU Ivydene Chapel Street

**REFERENCE: 3PL/2022/0069/F PROPOSAL:** Conversion of outbuilding to form new dwelling in garden of Aviary House Application refused. AB looked online and refusal based on highways and parking issues.

**2223/8 Amenities:** To consider any issues raised regarding the following:

**a. Grounds Maintenance:** none

**b. Closed Churchyard –**

Following discussion, it was agreed that the handrail and the steps leading to the memorial garden be replaced. It was suggested that a ramp be installed to allow wheelchair access. AB to look at site and suggest how this can be done.

AB to continue to work on the conservation area in the Churchyard. Following conversation with Phil Anderson they are happy to relinquish this part of their contract. AB and MM to meet with Robin Steel to set out a scheme of work which needs to be done over the course of the year and to ask him to price this as a cost for the job rather than an hourly rate.

There was some discussion as to how best to deal with Ivy on the walls and how this can be managed. Needs to be cut from base and then left to die however DC noted that this is not always a solution as it can re-root and live off the water in the mortar.

KH will update PCC at their next meeting and advise on Flint walls and removing Ivy.

AB asked that the PCC formally agree and document that they will take over management of the outbuildings in the corner of the Church Yard.

**c. Cemetery:** MD and AN have done a review of the cemetery plots. It was established that the current plan shows vacant plots that do not exist. It was established that there are 5 remaining plots and possibly another 3 which can be found. Rodding of the lower cemetery should take place by late April. AB suggested we need to explore options such as timescales on re-using plots. MD found that PC is not required to provide cemetery space.

**d. Allotments:** All allotments have been allocated. Clerk to bill for ½ year outstanding unpaid allotment rent to the individuals who have not used their allotment.

**e. Play Area/ cricket pitch:** DC asked about funding a new piece of equipment a SeeSaw which is from his research one of the most popular pieces of equipment. He will establish cost and bring proposal to next meeting.

**f. Public Footpaths** covered under Public Participation

**2223/9 Community Car Scheme:** To be discussed at Annual Parish meeting

**2223/10 Neighbourhood Plan:** To be discussed at Annual Parish meeting

The next Parish Council meeting is on **Tuesday 10<sup>th</sup> May at 7.30pm**

Chair thanked all for attending. Meeting closed at 20:00hrs.