

**Minutes of the Weeting with Broomhill Parish Council Meeting
Held at Weeting Village Hall, Weeting
on Thursday 19th May 2016**

PRESENT:

Councillors M. Nairn Chairman, M. Lister Vice Chairman, S Walmsley, J. Prosser, M Burlingham, P Smith, T Childerhouse, M Buxton, C Drewry, County Cllr I Monson and P. Angus Interim Clerk to the Council

There was 1 member of the public and Mr J Reay Handyman

1. ELECTION OF CHAIRMAN

Cllr Lister Proposed that Cllr M Nairn be Chairman this was seconded by Cllr Drewry and all agreed. Cllr Nairn signed the "Acceptance of Office" form.

2. ELECTION OF VICE CHAIRMAN

Cllr Prosser proposed that Cllr Lister is Vice Chairman this was seconded by Cllr Burlingham and all agreed.

3. ELECTION OF OFFICERS FOR COMMITTEES

The following appointments were made, in all cases unopposed and elected unanimously:

Planning Sub Committee – Cllrs Lister, Burlingham and Buxton
Finance Sub Committee – Cllrs Nairn, Childerhouse and Walmsley
Human Resources Sub Committee – Cllrs Nairn, Childerhouse and Lister
Bowls Club Representative – Cllr Lister
Village Hall Representative – Cllr Burlingham
Street Lighting Officer – Cllr Burlingham
Handyman Line Manager – Cllr Childerhouse

4. APOLOGIES OF ABSENCE

Cllr Chapman Allen

5. THE CHAIRMAN'S OPENING REMARKS

The chair welcomed everyone and told the Cllrs that Pauline Angus had been interviewed for the position of Parish Clerk and upon being offered role she has now accepted.

6. ACCEPT AND SIGN THE MINUTES

The minutes of the Parish Council meeting held on Thursday 21st April 2016 having been previously circulated were approved. Cllr Childerhouse proposed that they be accepted as a true record, this was seconded by Cllr Lister and all agreed.

7. TO RECEIVE DECLARATIONS OF INTEREST

None

8. MEETING SUSPENDED FOR PUBLIC PARTICIPATION

None

9. MATTERS ARISING

9.1 Outstanding Highway Matters – to discuss any outstanding issues

Post on the corner of Saxon Walk – Highways have not come back to the Clerk. The Coffee Cup sign - the Chair said that he has spoken to the people concerned and this has now been moved. Peppers Close flooding - work has now been carried out by Highways and it looks like it is working very well. The Chair explained that there was an accident on the junction of Peppers Hill leading in to Village and it was suggested that the 30mph signs were obstructed by overhanging bushes. A discussion took place regarding purchasing a flashing sign in which the Chair suggested that we talk to David Jacklin (Highways department) to find out if this is possible.

9.2 Street Lighting –Street Lighting Officers report and update on proposed new street lights

Following the accident mentioned in item 9.1 the Chair had obtained a quote for the new street light that needs to be replaced priced @ £1395.00 and it was agreed to accept this quote, and the Clerk will talk to the Parish Councils insurance company with regard to claiming for this amount. Quotes for the

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supply and install of new lights in Park View and All Saints had been circulated to the Cllrs prior to the meeting the total for this is £8713.10 and following a discussion it was agreed that this work is to be carried out this year this was proposed by Cllr Lister, seconded by Cllr Walmsley and all agreed.

9.3 Playing Field/Open Spaces - update regarding the proposed new play equipment

Cllr Lister said that the football pitch will be sprayed in the near future to kill off any weeds. The Chair explained that carpet remnants was being dumped by the recycling area, a notice will be placed in the Weeting Village Life and new signs will be placed in the area explaining that these bins are for Bottles and Cloths only, the Chair asked Mr Reay if he can come up with a new design for the signs. The Chair explained that there was a continuing problem with the aperture on the clothing bank being too small and too high and it was becoming jammed up and clothing was being left beside the bin and consequently being stolen, the Chair said he was in contact with the portfolio holder at Brecklands regarding this problem, and he has arranged for someone to come to the village to take a look at the problem. The Chair went on to explain that the Parish Council had received £3332.40 from Breckland for the recycling and he suggested that this money be ring fenced for use within the community and said if anyone had any suggestions what this can be used for to let him know. It was agreed that a notice would go into the Village Life magazine regarding this money and also to congratulate the village for raising this amount by recycling their bottles and cloths.

9.4 Weeting Village Fayre

Cllr Drewry said that the Breckland Brass Band will be playing at the fair, and some young musicians from Brandon will be performing throughout the day. The school will have a stall and she has also hired a nine-hole crazy golf game.

9.5 Memorial Garden

Cllr Walmsley said that two flowerbeds have been planted with seeds.

9.6 Lollipop Man

The Village Lollipop Man has been told that his contract will finish at the end of July, the Chair said that he would like to carry on with this job for another 15 years. Cllr Monson explained that there had been some changes at the Council so hopefully although he cannot guarantee the outcome this may mean good news for any lollipop people that wish to carry on in their role.

10. REPORTS

10.1 Chairman's Report

The Chair said that Cllr Lister had obtained a quote for the new trod for a value of £ 3680.00 and was in the process of obtaining another quote to compare prices, the Chair said that the Parish Council own this part of the land where the trod is to be placed, he has asked the Clerk to check with Land Registry what land is owned by the Council, she is also going to go through the various files that she has in her office to see if there are any documents in them regarding land ownership. The Chair explained that the Clerk will be on holiday in October, it was agreed that the Parish Council have a meeting in August and not October, all agreed.

10.2 Clerks Report

The internal audit has been carried out and all was in order and the external audit is ready to be signed off tonight. The Clerk explained that she had recently attended a Byelaws and Public nuisance course which included the problem with dog fouling, there was lots of ideas such as asking 2 dog walkers to become volunteer dog wardens who would wear a Hi-Viz vest and carry a chalk based spray paint to highlight the dog faeces, they would also carry extra dog waste bags that can be offered to dog owners who don't seem to have any, she can also download some posters which can be placed around the village stating that "There is not a Dog Poo Fairy", also the school children can be asked to design a poster and a prize will be awarded for the best design, it was also suggested that the village have a "Spray Paint Day" now and then to highlight the problem. Following a discussion, it was agreed that the Clerk contact the School regarding the poster completion and more spray paint would be ordered along with the poster, an advertisement for some volunteer dog wardens would be placed in the Village Life.

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10.3 Village Handyman Report

The handyman said that he had fixed the orange netting around the football pitch and he would like the Parish Council to thank the young people for keeping off the pitch. Fixed spikey plastic strip on top of round pole on the baby swings to stop the birds perching on it, unjammed the clothing bank and re-bagged the clothing left by the clothes bank, he had made several phone calls to Breckland Council and sent a letter to Cllr Chapman- Allen regarding the problem with the bad design of the clothing bank. There had also been a lot of fly tipping in the area such as broken pots, old shed and house hold rubbish.

10.4 Bowls Club Report

Cllr Lister had nothing to report, Cllr Prosser explained that the cost of running the bowls club has gone up however there has been a good start to the season, he explained that they would like to encourage more people to play and they now have a new green keeper.

10.5 Village Hall Report

Cllr Burlingham explained that the AGM will be held next month.

10.6 District Councillors Report

Cllr Sam Chapman-Allen was not at the meeting however he sent the following report.

ANNUAL REPORT FROM CLLR SAM CHAPMAN-ALLEN BRECKLAND DISTRICT COUNCIL 2016

Like many councils, we have been affected by public sector funding reductions, all time low returns on cash deposits and changes to the way councils are funded. But despite these challenges the council's prudent financial management and innovative approach to income generation means that we have a balanced budget for 2016/17 and are able to protect frontline services. Breckland has continued to deliver fantastic value for money and still boasts being the lowest council tax in the country.

A small snap shot of some of our success stories are;

Recycling revolution: launched Norfolk wide. In Breckland we have worked to promote the benefits of recycling to communities, e.g. cost reduction to council, black bins not overflowing. This has led to a reduction of contamination from 17 to 12 percent. We are targeting problem areas rather than a blanket approach. Parishes have been really helpful in promoting of recycling, please continue.

Green waste: Breckland has launched its "on line book and pay" via the website...to make it easier for residents to buy or renew a green waste bin. Take up has been really good, 200 transaction in first 10 days. Benefits include cost reduction again to the council, we get recycling credits on compostable materials and it reduces the need to travel to household centers, whose operational hours and locations are being reduced by NCC.

Community Grants: Breckland provides match funding and smaller grants schemes across the district and these continue to be popular with the community. Grants for 2015/2016 totaled £133,000 paid in match funding. The council has provided match funded to a range of projects from play areas to dementia cafes.

Early help hubs: Collection of public agencies including councils, children services, police, fire service, housing associations...working together aimed at all residents to support and provide expert advice in times of need. The benefit is to help prevent minor issues escalating to major intervention by public services. This provides better outcomes for families and better outcomes for public services with costs reduced. The first one will be in Thetford which is currently in progress with a second in Dereham autumn 2016.

Our approach to supporting Dementia within the Community: Breckland is a dementia friendly council as accredited by Norfolk Age UK, which means that our staff, councilors and contractors are trained to identify the signs of dementia and support residents accordingly in accessing our services. Our facilities e.g. leisure centres and council offices have made physical improvements to help those with dementia. We also deliver "our day out" programme, for those with dementia and their carers, and have held events in supporting dementia awareness in Attleborough, Dereham and Watton

Leisure Centres: Participation in our leisure centres has reached an all time high, over 1000 members at Thetford and Dereham, and on average 30,000 visits per month to our centres. This provides access for the community to enable them to take part in activities which benefit their health and wellbeing. We also provide discounts for carers and the cared for at our leisure centres. Carers are some of the most important volunteers in the community and the council acknowledges that the valuable work they do

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can mean that looking after themselves is sometimes difficult. We are the only council to have done so far.

Health: Delivering the Breckland Fit Families project in Primary schools to encourage activity and healthy eating for children and parents - Norfolk Health and Wellbeing Board has funded a Breckland Council project targeting 'healthy behaviour change' in families from 5 Breckland Areas highlighted by the National Child Measurement Program as having a high prevalence of Reception age children at risk of development 'Weight Related Illness' in later life. A total of 400 families have taken part in one of five 8 week programmes that were carried out in the following primary schools: Westfield Infants (Watton), Carbrooke Primary, Watton Sure Start, Swaffham Infants, Raleigh Infants (Thetford).

CCTV: system continues to work in all our market towns, operated by a partnership with Kings Lynn. This delivers helps in prosecutions and it's deemed as an effective deterrent.

Operational partnership: Working with the Police and our anti-social behavior team we have seen a reduction of ASB across the district of 10.1% reduction compared to same period last year. This partnership support victims of crime and ASB as well as practice prevention through street briefings at hotspot areas engaging with communities and trouble shooting.

Customer Portal for Choice based lettings and housing options: Working with Home Connections we have to deliver an operational website, providing residents with information on housing options as well as an online service to register for services, process changes and a list of available properties. The portal enables residents to access this critical council service at any time, making it more convenient for those who cannot contact the authority during office hours

Building stronger relationships with the Department of Work and Pensions by having members of the team co-located in Elizabeth House – The preparations for shared office space have been completed and the DWP centre is now operational. Working relationships between DWP and Breckland staff are developing and options for working across related services (such as housing/homelessness or revenues and benefits) are being explored. Ultimately, information and process sharing will result in a more seamless and simplified experience for residents.

Breckland Bridge: is a joint venture with an expert developer LandGroup, set up to deliver projects that make best use of the Council's existing assets to drive growth and regeneration for everyone's benefits within the district, keeping council tax requirements low through the income it generates. Breckland Bridge is currently working on Thetford Riverside, an £8m regeneration scheme, that include 3 screen cinema, 62 bed hotel restaurants and food outlets, all on programme to deliver by end of 2016.

Anglia Revenues Partnership: a group of 7 local councils, formed in 2003 provides significant improvements in services and financial savings, with a focus on the billing and collection of council tax and non-domestic rates, the assessment and award of housing benefits, delivery of local council tax reduction schemes and fraud investigations. The speed of services such as process of housing benefit and council tax benefit and changes to circumstance is excellent and amongst the best in the country, this performance supports residents to get back on their feet and into work more quickly. The partnership has adopted high ethical standards in regard to enforcement and investigations; we recognize the difference between those who can't pay and those who won't pay. Financially the partnership enables Breckland to provide high quality services that is value for money.

Local Plan consultation: The Council is in the process of producing a new Local Plan, which will replace the Core Strategy. The Local Plan sets the strategic direction and context for development in the district, governing the decisions made on planning applications and what types of development are suitable for each areas. It's a key document that guides development over the next 20 years. There has been a good start to the consultation responses, a significant response rate to the consultation, and much interest in the sites and ideas. Local roadshows have been well attended and well received, with 9 consultation events across the district and further drop in briefings for parish councils. Further consultation will happen later on Sites Allocation(June July) and again pre submission (Oct/Nov) with parishes.

Neighbourhood Planning : Council has put in resources to fund an additional officer, dedicated to working with parishes to support their development of their Neighbourhood plans. There are currently 10 Neighbourhood Plan areas formally confirmed and have plans in preparation. We are likely to see our first referendum on a Plan end of 2016.

Growth of the District

Two major growth allocations are progressing well. Both have local partnership arrangements aimed at delivery co-ordinated and integrated delivery of housing and associated infrastructure. Greater Thetford Development Partnership is working through the delivery of the sustainable urban extension which will see 5000 additional homes for the Greater Thetford areas. The opportunities of this growth need to be

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harnessed for all the communities both new and existing. Outline planning permission has been granted for 5000. The Attleborough Development partnership is likely to have an application by end of calendar for 4000 homes.

Engaging with partners to enhance the digital broadband speeds and connectivity through our financial contribution to influence Better Broadband for Norfolk BDC has coordinated responses from the district's businesses and worked with NCC to inform their roll-out. Breckland Council has provided £950,000 in contribution towards the cost of the infrastructure but is not a directing partner in the project, its role in coordinating the responses has been more advisory.

Encouraging local suppliers to provide goods and services to the council including holding a 'Meet the Buyer' event – first Meet the Buyer event held September 2015, further events under discussion. The event introduced local businesses to the council's procurement process and encouraged more to consider applying to provide services to the authority. These events are designed to make the procurement process more transparent and to increase competitiveness – helping the authority make savings and promote local business.

Creating a discretionary business rate relief scheme aimed at reducing the number of empty shops and encouraging a wider variety of retail offering (to be piloted in Dereham from April 2016) – The planned scheme allows new independent small businesses to apply for up to 80% business rate relief in the centre of Dereham with the aim of filling vacant shops with a mix of enterprising businesses. The council believes that making improvements in the retail options in the market towns is key to strengthening the local economy. A budget of £10,000 has been allocated to the Dereham trial scheme and if successful Breckland will look to introduce it to the other market towns across the district.

And finally, we have a new Leader and Deputy Leader of Breckland District Council. Following the previous Leader Michael Wassell stepping down last month, William Nunn was elected as the new Leader of Breckland District Council and myself as the new Deputy Leader.

10.7 County Councillors Report

Cllr Monson read out the following report

Annual Report

Ian Monson Norfolk County Councillor.

By all accounts the year 2015/16 has been a difficult year for the County Council. On a number of fronts it has been under attack and has had to adapt to many quite large changes in the way it operates. Staff and inevitably services have had to be streamlined and with ever decreasing revenue coming in from government this has not been easy.

Following a poor Ofsted report two years ago Children's Services have seen improvement. In schools, exam results are up and there are less schools in special measures, but there is more to do to bring Norfolk's schools up to excellent levels of achievement we expect to see. Just recently many of the poorer performing schools have become academies in the belief that this will help stimulate improvement. It remains to be seen if this will be the case.

Our care services for the elderly have been doing a wonderful job in spite of staff shortages and lack of funding. We are encouraging closer working with the NHS to find a safe place to stay for those leaving hospital in order to relieve pressure on beds in hospital. In preparation for the Budget in February the Council held a County Wide consultation at the end of last year on where savings could be made. Many proposals came forward including reducing the Fire Service, cutting down opening times of Recycling Centres, Libraries and Museums and reducing road maintenance. All very unpopular measures, but at the end of the day when we came to deciding the budget for this coming year many of these measures had a reprieve and savings were found from behind the scenes. In spite of this Achievements have been made during the year. Work was started on the Norwich Northern Distributor Road, which when completed will be of enormous benefit to all those living in the NE of the County and who use the Airport or visit the Broads. The Council has successfully promoted business opportunities in the County notably at the research Park at Colney, the Hethel Engineering Centre, the offshore renewable energy business in Great Yarmouth and many other smaller sites around the County through the creation of enterprise zones with the government. The future continues to bring change and uncertainty with government proposals for devolution and the creation of a new tier of government with an elected mayor. This is not something it seems many people in Norfolk are enthusiastic about. The County Council will be deciding whether or not it supports these proposals at a special meeting of **Full Council** at the end of June. I look forward to representing you all over this coming year leading up

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to the County Council elections in May 2017. Ian Monson Norfolk County Councillor
The Brecks Division.

11. CORRESPONDENCE – To report on any outstanding correspondence received by the Council

None

12. FINANCE

12.1 To Agree and Sign the Payments for April/May Invoices

At this point a discussion took place regarding changing the Parish Councils Bank accounts and it was agreed that the Clerk investigate changing to Nationwide and will report back at the next meeting. The payments for April/May were agreed this was proposed by Cllr Drewry, seconded by Cllr Lister and all agreed.

The following payments were authorised on Thursday the 19th May 2016. The cheques were signed by Cllr M Burlingham and Cllr J Prosser.

Balance for April 2016	£35,756.82
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Minus the following direct debits

E-On Street Lights	£372.64
E-On Street Lights Parrots Piece	£11.35
Viridor Waste Collection	£5.52
Mr J Reay Salary Paid by DD	£200.00

Total Direct Debits	£589.51
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Plus the following receipts

Breckland Recycling Payment 2015-16	£3,332.40
Vat Refund	£2,665.09
Weeting Bowls	£18.75
Total Income	£6,016.24

Total after Direct Debits and Income	£41,183.55
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Cheques	Description	Total
103164	Westcotec Street Light Maintenance	£194.08
103165	Chase Timber Products	£9.81
103166	E-On Football Club Electricity	£4.20
103167	Mrs P Angus Salary/Travel/Office allowance/Phone	£496.57
103168	Mr J Reay Salary/Mileage/Out of pocket expenses	£174.69
103169	Mr M Nairn - School Microscopes	£239.97
103170	Mr Terry Hawkins - Web and Laptop setup e-mail	£60.00
103171	Norse - Grounds maintenance	£796.07
103172	Norse - Football pitch renovations	£6,019.20
103173	Ms Serena Barnes - Internal Audit fee	£85.00
103174	Iceni Pest Control - 2 visits to clear moles	£80.00
103175	Hall Hire	£26.25

Total Cheques paid	£8,185.84
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Balance in Community Account May 2016	£32,997.71
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Balance in Savings Account	£21,732.22
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12.2 Internal Audit 2015-2016

The Clerk informed the Cllrs that the internal audit had been carried out by Serena Barnes and all was correct. Ms Barnes signed off her part of the Annual Return Document.

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12.3 The Annual Return Document for the External Audit.

The figures were circulated to the Cllrs prior to the meeting, Cllr Lister proposed that they be accepted and signed by the Clerk and Chair this was seconded by Cllr Drewry and all agreed. The Clerk and Chair then signed the Annual Returns.

12.4 Grant application - Weeting Village Hall

Copies of the application for a grant from the Village hall had been circulated to the Cllrs prior to the meeting, the grant is to go towards new chairs. Following a discussion it was agreed that the Council would award the full amount applied for which is £1072.00 this was proposed by Cllr Lister, seconded by Cllr Drewry and all agreed.

13. PLANNING APPLICATIONS

3PL/2016/0285 Angestein Place

First floor extension and alterations

Planning refused 26th April 2016

3PL/2016/0288 4 Saxon Place IP26 0QP

Replace existing attached flat roofed garage with pitched roof garage and dining room dated 9th March 2016

Planning approved 25th April 2016

3PL/2016/0272 23 St Edmund Road IP27 0QY

Building of porch on side of the bungalow to the existing front door dated 8th March 2016

Planning approved 27th April 2016

14. MEMBERS' MATTERS - items for next Agenda (for information, not discussion)

Cllr Burlingham said some rubbish had been cleared from the Peppers High Hill area.

With nothing more to discuss the meeting closed at 8.19pm

Chairman: _____ Date: _____