

BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Tuesday 17th January 2017 at 7.30 pm, St. Mary's Church, Burston

Present:

Nigel Frankland	Chairman
Alison Wakeham	Vice-Chairman
Christine Stevens	
Tom Grieve	
Piers Bilston	
Lindsey Bilston	
Jim Rudd	
Ann Baker	Clerk to the Council
Members of the public:	Co. Cllr. B. Spratt , 2 parishioners

90. Apologies

Dist. Cllr. B. Stone - approved

91. Declarations of Interest

72.1 - There were no declarations of interest in items on the agenda.

72.2 - Dispensation to discuss the precept and budget by the Parish Council was granted by the Clerk.

A new form granting this dispensation will be circulated at the next meeting

92. Resolution to Adjourn the Meeting for Public Participation

92.1 - Co. Cllr. Spratt reported: - the increase in Council Tax has to be ratified as yet; there are various issues will be clarified at further meetings.

As there were no questions Co. Cllr. Spratt was thanked for his attendance

Meeting reconvened 7. 34pm

93.

Approval of the minutes of the meeting held on 22nd November 2016 - Cllr. Frankland proposed Cllr. P. Bilston seconded, that the minutes of the Parish Council meeting of 22nd November 2016 were adopted as a true and accurate record, which was agreed by all.

94. Matters Arising from the Minutes of the Council Meeting of 22nd November 2016

94.1 (75.1) Bottlebank – the bottles have been collected from The Station Tavern, Tivetshall but to date the Parish Council have not received notification from Berry man's. Clerk

Berryman's will be requested to make a final collection from Bottlebank;

BHF Clothes Bank will receive a similar request, asking that the bank is removed by the end of January – Sir Rupert's licence expires mid-February;

94.2 (75.3) Playing Field Shed – this has been collected and a donation of £50 received, contact with Scole – the Club would like the equipment but to date Clerk has not heard again from Alan Boulter – breeze-blocks remain on site Clerk

95. Correspondence received, as listed on the attached schedule and which are not a separate agenda item – none at this meeting, list supplied for next meeting Clerk

96. Planning:

96.1 - **Planning Application 2016/2867 – Farthingale Hall, Heywood End, Burston** – it was noted that listed building consent has been approved, the plan is a simpler extension than previous ones, which is a more usable space, effective option – it was resolved to recommend Clerk

that SNC approve the application – proposed Cllr. Wakeham, seconded Cllr. L. Bilston, all in favour

Report of Planning Decisions made by SNC:

96.3 - Planning Application 2016/2654 – Land West of Gissing Road, Burston – outline permission approved with conditions, 3rd January 2017

97. Finance - Finance and approval of Payments

97.1 - **Statements of Accounts for November and December 2016** – these accounts are presented as whole months as the statements arrive at the end of the calendar month. It was proposed by Cllr. L. Bilston and seconded by Cllr. Stevens that the statement of accounts as at 31st December 2016, for Barclays Bank and The Norwich & Peterborough accounts be approved, which was agreed by all.

97.2 – Bank Reconciliation – Quarterly account, third quarter October – December 2016 – It was proposed by Cllr. L. Bilston and seconded by Cllr. Rudd that the quarterly reconciliation be approved as at 17th January 2017, which was agreed by all

Approval of Payments - in accordance with the budget the approved schedule of payments presented at the meeting, listed below, were proposed by Cllr. Wakeham and seconded by Cllr. Stephens, agreed by all.

It was noted that the Council still have the Barclays accounts, which will be closed once it is clear that no further funds are going in to or being taken out of the Barclays accounts. The Norwich and Peterborough account is used for day to day finance, until such times as the N&P review their savings accounts all funds will remain in the one account

Schedule of Payments for Approval

Cheque	Paid To:	Payments for December 2016 – January 2017
BACs 49	Berryman	Bottlebank
P50/448690	Diss & District CAB	Donation
P51/448691	HMRC PAYE	Clerk
BACs 52	Clerk	Salary

Clerk

97.3 - Precept and Budget for 2017 - 2018 -

The Precept for the 2017-18 financial year is £10,812 + SNC Grant of £438 – the form was signed by Cllr. Frankland and the Clerk, it was proposed by Cllr. Frankland, seconded by Cllr. Grieve and agreed by all

Band D, on which the precept is set at £53, proposed by Cllr. Frankland, seconded by Cllr. P. Bilston and agreed by all.

Sincere thanks were extended to Cllr. Wakeham for her meticulous work in preparing all the papers and figures, agreed by all

98. Format for the Annual Meeting of the Parish

There was some discussion around the format for the forth coming meeting - a suggestion was made that the school might like to be involved by providing a piece of writing and an illustration relating to the villages, to be displayed at the meeting – Cllr. L. Bilston will approach the School; Dennis Cross also has a collection of postcards of past, suggested that it would be of interest to take fresh photos from a similar spot – then and now effect – Cllr. Stevens will approach Mr. Cross; Cllr. Grieve has a pamphlet of Shimpling in the past, which he will look out, Cllr. Rudd offered to put any photos onto acetate – the theme of ‘Past, Present & Future was agreed.

ALL Cllrs.

It was noted that this will support the Neighbourhood Plan evidencing consultation with the community, the Annual Meeting will also provide a forum to promote the Neighbourhood Plan.

99. Highways and Footpaths:

99.1 – Cllr. Frankland has contacted Gary Overland to report a couple of potholes and to congratulate him on his promotion

NF

- 99.2 - PROW - generally these are in good condition - one farmer has already marked out the field but a fingerpost has been knocked down, if it is not re-instated NCC will be contacted **CS**
- 99.3 - Review of proposed footpath diversion (FP21) at Shimpling Hall Farm – a letter and map had been received from Mr. Gowing suggesting the diversion – the path referred to starts on the main road, the diversion refers to where the path bends near Valley Lane, then runs diagonally across the field, the proposed alternative route is around the south and west edge of the field, where there is a 5m grass band - Cllr. Frankland offered to reply, approval proposed by Cllr. Frankland, seconded Cllr. Wakeham, all in agreement **NF**
Church Lane is a permissive path, belonging to Sir Rupert Mann, this will be discussed with him at a later date.
- 100. The Don Swanton Award** - the current status is that there are a number of nominations for the award, suggested a further note in the Parish Planet may generate a few more nominations and votes, there is a petition circulating for a nominee, the closing date is the end of March. **TG /CS/ NF**
- 101. Dog Bins** – a very late email was received on Friday 13th January, informing the Parish Council that currently there were six bins in the Parish, the charge would be increased to £100 + VAT per bin, chargeable in October 2017 following the issue of the second amount of precept. Councillors could only site two, along with the one that has not been put up as yet. The Clerk will query the numbers and the whereabouts of the 2/6 bins and circulate **Clerk**
- 102. Annual Litter Pick, organised by SNC** - a discussion followed - there is evidence of a need for such an event, SNC will provide the necessary equipment, the Clerk will inform SNC when a date has been agreed; involvement/invitation to the Youth Café, Jamie’s Gang & the School were suggested; meeting point – the Church serving tea/coffee & cake after the event; Cllr. Grieve offered to look further into the options **TG**
- 103. Meeting dates for 2017 -18** - these dates were circulated to all Councillors, agreement of the timetable was proposed by Cllr. Frankland, seconded by Cllr. Wakeham, and agreed by all
- 104. Date of Next Meeting and items for inclusion on the agenda (not for discussion)**
Tuesday 21st March, 7.30pm, at St. Mary’s Church, Burston
Agenda items: annual meeting format, Queen’s platinum anniversary; caretaker’s responsibility; asset register, charitable donations, Don Swanton, annual parish meeting
Tues. 25th April is the Annual Parish Meeting – past present future theme
Meeting closed at 8.36pm

APPENDIX I – MINUTE 95

Schedule of Correspondence – not on the agenda Postal Correspondence – none

	Subject	From	Contents	Action
1.				
2.				
3.				
4.				

Email Correspondence

	Subject	From	Contents	Action
5.	Weekly Planning lists:	CLLrs/SNC	Decisions & new planning applications	fwd to All
6.	Weekly Digest	Rural Services Network	Weekly news around the country	Fwd. to All
7.	Weekly News	Community Action Norfolk	Weekly updates from CAN	Fwd to All
8.	Church Green	Charity Commission	Removal of the Green from charity status	Fwd. to All (11/11)
9.	Councillor vacancy	SNC	To proceed with co-option	Fwd. to All (11/11)
10.	Road Closure	NCC Highways	Railway crossing closure 11/12 Dec	Fwd. to All (25/11)
11.	Sewage scheme	N. Frankland	New scheme through the village	(25/11)
12.	Quote for repair in play area	Eastern Play Services	Repairs to the swings	Fwd. to all (27/11)
13.	BT box	SNC	Re removal of BT boxes	Fwd. to All (7/12)
14.	SNC contacts	SNC	Key person contacts	Fwd to NF/AW (15/12)
15.	Update of SNC website	SNC	Update + register of interests	(8/12)
16.	Electoral role	SNC	Register data	
17.	Neighbourhood Planning	Diss T.C.	Minutes from Nov. meeting	(14/12)
18.	Tree Planting	Barchan Trees	Invite to purchase trees	Fwd. to All (15/12)
19.	Newsletter	Ground work	Christmas n'letter	(20/12)
20.	National wages	HMRC	Increase in living wage	Fwd. to NF/AW (21/12)
21.	Dog bin charges	SNC	Rise in Charge for emptying bins	Fwd. to All (13/1)
22.	Road Closure	NCC Highways	STRO717 – D'burgh Rd 13/16 Jan.'17	Fwd. to All (13/1/17)
23.	Budget consultation	SNC	Public consultation on the budget	Fwd. to All (16/1)
24.	Training	Norfolk PTS	Courses for CLLrs.	Fwd. to All (17/1)
25.	Public Defibrillators	Primary Care Supplies	For community use	Fwd. to All (23/1)
26.				