

**MINUTES of the MEETING of  
BRETtenham AND KILVERSTONE PARISH COUNCIL  
held at the KILVERSTONE CHURCH CLUB  
on Wednesday 23 January 14 2013 at 1930**

1. **Attendance** Apologies had been received from Councillors John Connolly, Councillor Ellen Jolly, Harling and Heathlands Ward, BDC and PCSO Lynne Dobson, Attleborough SNT

The following were present:

Councillors Tony Poulter, Martin Engwell, Peter Wright, Rae Herries, George Brown and Stuart Holmes-Smith.

The following were in attendance:

Councillor Marion Chapman-Allen, Harling and Heathlands Ward, BDC

2. **Any Declared Matters of Urgent Business** There was none
3. **Any Declarations of Interest** The Chairman declared an interest in Item 13a.
4. **Minutes of Meeting of 14 Nov 12** These had been circulated previously, were agreed and duly signed by the Chairman.
5. **Matters Arising**
- a. **Jubilee Bench at Arlington Way** Councillor Engwell reported Councillor Herries had fixed the bench to the new concrete pad and advised that an additional fixing kit is required. An article on the new bench had been added to the PC website.
- b. **Rushford Green Exit Mirror** The Chairman reported he had received an update from Councillor Connolly who had met Martin Wixey of Shadwell Estate on site on 5 Dec and agreed a location and that it would be positioned at a mid-height level. He had also spoken to a local resident who lived in the adjacent cottages who had no objections. The necessary equipment will be ordered on Councillor Connolly's return and fitted at the agreed site.
- b. **Rushford Road Repairs - Update** The Chairman reported Councillor Nunn of NCC had stayed in touch with the issues raised with the Highways Authority and ensured the Highways Rangers kept the road repaired. The latter had tried to visit on 18 Jan 13 but the inclement weather precluded this.
- c. **PC Publication Scheme** This is now in its final draft and when complete will be circulated to Council Members for comment.

6. **Financial Report**  
23 Jan 13:

Councillor Engwell gave the Financial Report for

**Treasurer's Account**

Balance CF at 1 Nov 12 (Statement No: 26):£3749.93

Payments Out:

Cheque 000054: Mr A Poulter (Clerk Ink Carts)	£173.00
Cheque 000055: Wrights (Concrete Pad)	£600.00
Cheque 000056: Old Buckenham PC (Posters)	£ 55.00
Cheque 000057: Mr M Engwell (Grit Bin)	£181.98

Payments Out: £1009.98

Payments In: None

Balance at 23 Jan 13 £2739.95

**Business Instant Access Account**

Balance at 19 Oct 12\* (Statement No: 10) £21,519.83

Balance All Accounts (at 23 Jan 13): £24259.78

\* Includes interest until 9 Oct 12

7. **Precept FY 13/14** The Chairman opened the item by reminding the PC that it had voted for a precept of £3,600 for FY 13/14 but some change might be necessary in light of ongoing changes to the new Local Council Tax Support Scheme. These had now been received resulting in

**Nil increase on the Council Tax bills:**

Request a precept of £3,525.79 (on form B)

Plus a grant of £7.59

Giving a total income for FY13/14 of £3,533.38

This will show as nil increase on the Council Tax bill

**A total precept of £3,600 (as in last year and in the budget):**

Request a precept of £3,592.41 (on Form B)

Plus the grant of £7.59

Giving you total income of £3,600.00

However as the tax base has reduced since FY12/13, this would show on the Council Tax bill as an increase of 1.90% (or £0.33) for a band D property

**If the PC precepts at £3,600:**

Request a precept of £3,600 (on Form B)

Plus the grant of £7.59

Giving rise to a total income of £3,607.59

However as the tax base has reduced since 12-13, this would show on the Council Tax bill as an increase of 2.10% (or £0.37) for a band D property

In accordance with the thoughts of members received prior to the meeting, he recommended the PC accept the slight reduced precept of £3,525.79 giving rise to a receipt of £3,533. Councillor Engwell proposed and Councillor Herries seconded

motion that the PC set a reduced precept of £3,525 a council tax receipt of £3,533 for FY 13/14. This was carried unanimously.

**Resolved:** To set a revised precept for Brettenham and Kilverstone Parish Council, taking into account the new localised Council Tax Support Scheme, for financial year 2013/2014 of £3,525.

8. **Planning**

a. **3PL/2012/1210A – Erection of non illuminated acknowledgement signs on A1066 roundabout** This application has been rejected.

b. **3AG/2012/0032/AG Field Farm Barn Brettenham Road – Agricultural Grading Shed** This application has been approved.

9. **MTF Update** The MTF Board met on 14 Dec 12 and the Programme Delivery is due to meet on 31 Jan 13. The only item of interest was the Riverside Walk, taken separately under Item 10 below.

10. **Riverside Walk Update** Councillor Engwell reported the MTF Board approved a total of £20,000 (subject of a local press article). This amount includes £2,000 for a full feasibility and design study for the Arlington Way to Nuns Bridges section. Councillor Herries met with Mr Chris Gregory of the BTO to review the proposal. BTO are content, provided that the materials used are sympathetic with the environment, and they suggested that the route cuts across the water meadow towards Nuns Bridges which would increase the length of the route within Thetford's area. Chris Gregory has since contacted 2 contractors that BTO have used previously, and a further meeting is planned for 29 January to include one of these contractors.

11. **Kilverstone Alms Houses Update** The Chairman reported he had contacted a solicitor on behalf of the PC and had given him the relevant papers and would be meeting him once he had absorbed the detail.

12. **Reports by Members**

a. **Environmental and CPRE** Nothing to report

b. **Community Safety** The Chairman reported he had attended the last SNAP meeting at Attleborough Police Station on 23 Jan 13. At the meeting, little of concern was raised although speeding and ASB still seem to be of importance to parishes. The agreed priorities for the forthcoming next period were agreed: tackling speeding along Eccles Road and Shropham and a general concentration on inconsiderate driving of agricultural vehicles. The next SNAP meetings will be held:

Monday 22 April  
Tuesday 23 July  
Wednesday 23 October  
Thursday 23 January 2014

Reported crime since the last PC meeting is:

### **Brettenham**

1 x burglary other than dwelling - theft of items from storage unit and fuel from vehicles.

1 x criminal damage to internal house door

2 x thefts - 1 x play station

1 x bank card

3 x domestics

### **Kilverstone**

1 x domestic

1 x criminal damage to a car

c. **Rural**    Nothing to report

## **13. Correspondence**

a. **Mr Cruse letter dated 13 Jan 13 (Track north of Rushford church)**                      The Chairman had declared an interest in this item and deferred the chair to the Vice Chairman.

The Vice Chairman opened the item by reminding the PC that it had received a letter from Mr Cruse [circulated to members before the meeting] about new signs which had been posted by the owners (Diocese of Norwich) of the track to the north of the church at Rushford. He then invited Mr Cruse to outline his concerns.

Mr Cruse stated that signs had been erected about 6 weeks ago stating “Private Road” and that “there was no intention to declare it a highway”. He considered that this was misleading as the road was already a “highway” by virtue of its past usage as such. He stated that the erection of these signs, without notice, was upsetting to many villagers and cast doubt on their legitimate use of the road. He asked the Council to support a bid for the road to be added to the definitive map as a “Public Right of Way”.

Councillor Engwell gave a short history of the ownership of the track and confirmed that the Diocese had it registered with the Land Registry. He pointed out that the adjoining properties had a right of access and that this was in their respective property deeds. He went on to say the PC had raised the matter with the Diocese and had been reassured there was no intention of restricting pedestrian, pedal cycle or equestrian use, but that they did wish to restrict motor vehicle use in order to improve and preserve the condition and appearance of the road as a route to the church.

Following a discussion by members, it was agreed the Diocese was acting reasonably, and that the Parish Council would not support a bid for the road to be made a “Public Right of Way”. The Vice Chairman then asked Mr Cruse if it would be helpful if the PC approached the Diocese to ask if additional signage could be displayed to make it plain that pedestrian and non-motor vehicular use was permitted, noting the PC would be prepared to pay for it. Mr Cruse accepted this offer which was agreed by the PC. Also, the Vice Chairman suggested that a notice with a summary of the above main points be posted on Rushford’s Parish notice board. This was agreed.

- b. **Inside Government Seminar – 7 Mar 13** This seminar will include a session on “What next for localism” and will be held in Central London at a cost of £355 and the chairman agreed to consider whether he could attend.
- c. **Minerals Site Specific Allocations LDD & Waster Site Specific Allocations LDD - Examination in Public** The EIP will be held between 26 – 28 Mar (minerals) and 9 – 11 Apr 13 (waste).
- d. **Norfolk Scams Awareness** Norfolk Trading Standards will launch its 2013 campaign on 1 Feb 13 with several seminars held on consumer and business issues in February in Kings Lynn and Norwich.
- e. **Norfolk Gritting Routes** The Norfolk gritting routes had been published showing the A1066 and road from Bridgham to Kilverstone being on the route in the PC area. Councillor Wright agreed to report if previous problems with ungritted gaps in the latter route materialised again.
- f. **NALC – Parish Liaison Officer** The new Parish liaison officer, Jane Scarrott had written to introduce herself.
- g. **WiSpire – local broadband speed improvement** The Chairman reported the introduction of WiSpire in the PC area, which seeks to transmit high speed broadband 4mbs in rural areas by using receivers on the roves for homes which sign up for the service to receive the signal transmitted from church spires. The service is not free but does obviate the need for landline services and associated costs.
- h. **NCC Street Light Inventory** NCC is conducted an inventory of all street lighting.

#### 14. **Date of Next Meeting**

- a. Wednesday 20 Feb 13 at 1930 in the Kilverstone Church Club (provisional for urgent matters only)
- b. Wednesday 13 Mar 13 at 1930 in the Kilverstone Church Club (Full meeting)

Minutes agreed:

AM Poulter OBE  
Chairman

Date: