

**BRETtenham AND KILVERSTONE PARISH COUNCIL**  
**MINUTES of the MEETING held at the KILVERSTONE CHURCH CLUB**  
**Wednesday 18 September 2013 at 1930**

1. **Attendance** Apologies had been received from Councillors Stuart Homes-Smith and Marion Chapman-Allen (Breckland District Council)

The following were present:  
Councillors Poulter, Engwell, Connolly, Herries, Brown and Wright.

The following was in attendance:  
Councillor Ellen Jolly (Harling and Heathlands Ward, Breckland District Council; Mrs Carole Herries (Internal Auditor), Councillor Bob King, Chairman, Croxton Parish Council (Item 7) and Sarah Hill, Ward Hill Property Consultants (Item 8c).

2. **Any Declared Matters of Urgent Business** There were none

3. **Any Declarations of Interest** Councillor Wright declared an interest in Item 8c.

4. **Minutes of Meeting of 17 Jul 13** These had been circulated previously, were agreed and duly signed by the Chairman.

5. **Matters Arising.**

- a. **Norfolk Rural Community Council - Membership** Councillor Wright reported the PC's membership of the Norfolk Rural Community Council has been revised into 3 levels (Bronze, silver and gold) with an additional right to vote for an extra £10 The PC agreed it should renew its membership at the silver level with voting rights.
- b. **Norfolk Accident and Rescue Service (NARS)** Councillor Brown has reported he has researched the NARS operation further and is satisfied it is a genuine and worthwhile charity. The charity provides a group of volunteer Doctors and Paramedics who work closely with the Ambulance Service to provide extra specialist skills at accidents across Norfolk. The PC decided to support NARS with s137 payment £100.

6. **Financial Report**

- a. Councillor Engwell updated the PC on its financial position on 18 Sep 13:

**Treasurer's Account**

Balance CF at 15 Aug 13 (Statement No: 34): **£3847.68**

Payments Out (Unpresented at 15 Aug):

Cheque 000067: A Poulter (Clerk Printheads):	£194.42
Cheque 000070: Mow & Grow (POS Grass):	<u>£54.00</u>
Total	£248.42

Payments In: None

Balance at 18 Sep 13 **£3599.26**

**Business Instant Access Account**

Balance at 19 Jul 13\* (Statement No: 13) **£21,527.87**

\* Includes interest until 19 Jul 13

**Balance All Accounts (at 18 Sep 13): £25,127.13**

- b. **2013 Annual Return** The chairman reported he had contacted Mazaars over the PC Annual Return and had been informed the report had been received and no problems had been identified and that there would be no opinions or qualifications but it still had to be signed off by a partner. The audited AR is anticipated in the next 2 weeks.

7. **BDC Electoral Review** The Chairman opened the item by reminding the PC that the Local Government Boundary Commission for England (LGBCE) was conducting an Electoral review for BDC and that it had agreed a reduction from 54 to 50 councillors. This left the new wards to be drawn up to reflect this reduction and to accommodate a broadly equal numbers of electors ( $\pm 10\%$  of the mean number per councillor of 2134). He thanked Councillors for their inputs thus far and reminded the PC that the closing date for the consultation was 23 Sep 13. He went on to thank Councillor Bob King for Croxton's PC for their input and support and that of the local BDC Ward members, Councillors Ellen Jolly and Marion Chapman Allen, for their skillful work in persuading BDC to adopt a new map which retains B&K PC in a rural ward. The Chairman then reminded the PC that the outcome of the LGBCE electoral review of BDC would heavily influence any subsequent Local Governance Review of Parish boundaries by BDC. He therefore recommended the PC should aim to remain in a separate ward to Thetford and this was agreed. Councillor Bob King said Croxton was also determined to be kept in a ward separate to Thetford but the PC would prefer a slightly different solution and 2 maps were presented to illustrate the 2 options. A third map was then circulated which showed a slight variation of the BDC proposal by moving Roudham PC into the proposed "Wayland" ward thereby making the number of electors nearer the  $\pm 10\%$  guide. The PC then discussed the merits of each, outlining many reasons to support the BDC "Heathlands" proposal and concluded it wished to remain separate to Thetford and would support the BDC proposal and asked the Chairman to submit this and the reason for supporting it to the LGBCE by 23 Sep 13. The ward map option to be submitted to LGBCE is attached to these minutes

8. **Planning**      The Chairman reported the following planning applications:
- a. **3PL/2013/0735/F Replacement Holiday Accommodation**      The application seeks to replace caravans with 70 log cabin type holiday cottages at Thorpe Park. The PC agreed to make “no comment”.
  - b. **3/PL/2013/0520/F Erection of a single story timber framed porch at 13 Arlington Way.** Application approved
  - c. **3PL/2013/0546/F Construct solar farm and associated works (inverter cabins, access tracks, security fencing and cameras).** Councillor Wright declared his interest in this item and left the room. The Chairman outlined the proposed solar farm on a 70 hectare site at Bridgham. He went on to say the application was due to be heard on 30 Sep 13 and that it was being recommended for refusal under CP11 of the Adopted Core Strategy and Development Control Policies Document (CPD) – Protection and Enhancement of the Landscape. However, this policy is at odds with CP12 – Energy. Sarah Hill of Ward Hill Property Consultants, then gave a broad overview of the application proposal and the way in which it would be connected to the grid at Barnham. She said the cable run to connect the sub-station at Bridgham to the existing station at Barnham is likely to be run on the verges beside the road from Bridgham to Brettenham, A1066 through Rushford to Euston, A1088 and on to Barnham and then north along the A134. This aspect is not included in the application and is not subject to planning regulation but would be conducted as street works under highways legislation by the Highways Authority (NCC). The PC agreed to make “no Comment” on the application but point out its disquiet at the cable run being considered separately to the application and ask that the PCs involved be consulted fully in the cable run works to ensure minimum disruption to the traffic in villages and as little damage to verges and roads as possible.
9. **Moving Thetford Forward (MTF) Update**      Councillor Engwell reported that he attended the PDP meeting on behalf of the chairman, and to brief on the current situation with the Riverside Path (next Item). The PDP agenda included several items of interest to Thetford, but of no direct interest to the Parish. One item of more general interest was the proposal for an interim Bus Station situated off the Bury Road. It appears that, on current plans, there will be a significant period between the closure of the existing bus station and the completion of its replacement. It is proposed that an interim bus station, with very limited facilities will be put in place during this period. Several Panel members expressed great concern over this plan which was considered inadequate and, potentially, unsafe. Councillor Connolly expanded on this to the PC and he and the Chairman offered to raise this at the MTF Board on 11 Oct 13 and this was accepted.
10. **Riverside Walk Update**      Councillor Engwell reported the estimates from the 2 potential contractors are significantly below that provided by NCC and accordingly this project is achievable within available funding (assuming that Thetford joins in) but further discussions are needed with each contractor to confirm that each of their respective plans fulfill the PC's and Thetford's requirements.

On 29 July, Councillor Engwell contacted Abbey Homes with an initial request on how to proceed to gain their approval to cross Abbey Homes' land with the new path. It

was disappointing to receive a very curt reply indicating that they would not give such permission as they “wished to retain all our remaining land at Arlington Way”. This is counter to the previous offer to give the PC all of the land between Arlington Way and the river. Councillor Engwell has written formally to Abbey Homes explaining the project in more detail and assuring them that there will be no adverse consequences to their ownership of the land, by giving such permission, and reminding them that as flood plain there will be no prospect of them developing the land.

Despite writing in May and July, inviting Thetford to join the PC in this project, and having had a meeting and site visit with the Town Clerk and Mayor, this project has still not been discussed at a Town Council meeting. Councillor Engwell has, as requested, provided, a further summary of the project and the PC’s request to Thetford, for their next Council meeting.

11. **Kilverstone Alms Houses Update** The Chairman reminded the PC that it had engaged a solicitor to manage the transfer of the Trusteeship to the PC and amend the constitution to encompass the whole Parish Council area and relax the criterion for occupancy. The PC’s solicitor has reported that CoopHomes are ready to transfer the trusteeship to the PC and although the Charity Commission are content, the land has still to be registered. The Chairman went on to say he had spoken to CoopHomes and agreed that March 2014 was a good date to aim to complete the handover as it allowed sufficient time for the proceedings to be completed and coincided with the audit of the trust fund.

12. **Reports by Members**

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

- b. **Community Safety** The Chairman opened the item by reporting that PCSO Lynne Dobson had left the Constabulary for pastures new and he had been in contact with her to wish her well and to thank her for all she had done for our residents. The PC enthusiastically endorsed the Chairman’s remarks. At present no relief for her has been identified by the Attleborough Team.

The SNAP met on 23 Jul 13 and will meet again on 23 Oct 13. The priorities for this quarter are to:

- concentrate on the reduction of anti-social behaviour in Attleborough town centre and the Connaught Hall car park including the enforcement of the DPPO (alcohol restricted) area.
- support to the Speed watch schemes in the villages of Garboldisham – A1066 in the 40 mph zone, Shropham- Hargham Road in the 30mph zone and Great Ellingham- B1077 in the 30mph zone near to the Primary school junction.

There has only been one domestic crime in Kilverstone; committed in a parked car by a non resident.

- c. **Rural** Councillor Wright reported he had investigated the petition the PC had been invited to support seeking to increase the Parliamentary influence of rurals MPs. The PC agreed the local MPs office should be approached for advice and for Councillor Wright to proceed accordingly.

13. **Correspondence** The following correspondence had been received:
- a. Bridgham PC has asked if the PC would like to join them in developing Community Speedwatch. This would be used primarily for Bridgham and Rushford and requires one Councillor from each PC and 2 additional volunteers from each village. The Chairman agreed to go back to Bridgham to ascertain what was involved and report back to the PC.
  - b. The PC has received a response from the NCC Cabinet Member responsible for the Environment, Transport, Development and Waste about concerns raised about the skip lay out and rail height at the Thetford Recycling Centre and the inconsistencies about wood and DIY waste and tetra pack disposal. The response did not answer the concerns and the Chairman has approached the Councillor for the PC's Division for further clarification. The PC also noted the greatly improved service being provided at the site by the staff and the high charges (compared to other retail outlets) of compost made from donated raw materials..

Councillor Jolly went on to report that items which can be placed in recycling bins for collection are to be changed and will include glass.

Councillor Jolly reminded the PC that the regulations covering the sale of scrap metal were changing to ensure all dealers are licensed and prohibit cash sales.

14. **Date of Next Meetings:**

- a. Wednesday 23 Oct 13 at 1930 in the Kilverstone Church Club (provisional for urgent matters only)
- b. Wednesday 20 Nov 13 at 1930 in the Kilverstone Church Club (Full meeting)

Minutes agreed:

A M Poulter OBE  
Chairman

Date:

Attachment: Ward Maps outlining the 3 rural options under the BDC Electoral Review

B&K PC Preferred Option - BDC Submission

