

**MINUTES of the  
MEETING of BRETENHAM AND KILVERSTONE PARISH COUNCIL  
to be held at the KILVERSTONE CHURCH CLUB  
on Wednesday 20 November 2013 at 1930**

1. **Attendance** Apologies had been received from Councillors Peter Wright and George Brown. (Breckland District Council)

The following were present:  
Councillors Poulter, Engwell, Connolly, Herries, and Holmes-Smith

The following was in attendance:  
Councillors Marion Chapman-Allen Ellen Jolly (Harling and Heathlands Ward, Breckland District Council; Mrs Carole Herries (Internal Auditor), Samantha Gay (Suffolk Wildlife Trust - Item 6) and Simon Butler-Finbow (Pigeon – Item 7).

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

3. **Any Declarations of Interest** There were none

4. **Minutes of Meeting of 18 Sep 13** These had been circulated previously, were agreed and duly signed by the Chairman.

5. **Matters Arising**

- a. **S 137 payment to NARS** Councillor Engwell reported this payment had been made and acknowledged.
- b. **BDC Electoral Review** The Chairman reported the submission to the LGBCE about the BDC review had been made as agreed at the last meeting.
- c. **3PL/2013/0735/F Replacement Holiday Accommodation** The Chairman reported this application had been granted.
- d. **3PL/2013/0546/F (Construct solar farm & associated works (inverter cabins, access tracks, security fencing & cameras)** The Chairman reported this application had been withdrawn.

6. **Consultation on works at Knettishall Heath** The Chairman introduced Samantha Gay (Suffolk Wildlife Trust) who then spoke about the forthcoming project at Knettishall Heath. Suffolk Wildlife Trust has received funding for a 5 year heathland restoration programme on the heath which will run hand in hand with the Heritage Lottery Fund and Natural England. She then went on, using the public consultation documents, to run through the outline of the project to return the land to heathland and open up access, including the reasons for it, the practicalities of the work and the implications of it for people and wildlife. Some of the work is due to start next year and will be large scale including fence line removal and installation and affecting the highways through the installation of cattle grids. This public consultation process is to let the local community know what will be happening and to give

them a chance to voice an opinion and ask questions. She kindly left a copy of the public consultation documents with the PC, which can be viewed at:

[http://issuu.com/suffolkwildlifetrust/docs/knettishall\\_heath\\_flip\\_sheets\\_12\\_lo](http://issuu.com/suffolkwildlifetrust/docs/knettishall_heath_flip_sheets_12_lo)

7. **Thetford Urban Extension – Outline Planning Application** The Chairman reminded the PC that the PC had an extension to comment until 22 Nov 13 on application (3PL/2011/0805/O - Mixed use urban extension (5,000 dwellings, 22.5 hectares of employment land, schools, amenity, play areas and access in Kilverstone and Croxton). He then introduced Simon Butler-Finbow of Pigeon.

8. **Financial Report** Councillor Engwell reported the PC's financial position:

#### **Treasurer's Account**

##### **Payments**

**Balance at 15 Oct 13\*** (Statement No: 36): **£5251.55**

\* Includes 2<sup>nd</sup> precept receipt of £1,766.29

|   |                |
|---|----------------|
| Cheque 000071: A Poulter (Clerk, Printheads): | £121.27        |
| Cheque 000074: NARS (Section 137):            | £100.00        |
| Cheque 000075: A Poulter (Clerk, Paper):      | £153.97        |
| Cheque 000076: M Engwell (Clerk, Stamps):     | £ 25.00        |
| Cheque 000077: Aon UK Ltd (Insurance):        | <u>£517.39</u> |
| Total   | £917.63        |

Balance at 20 Nov 13 **£4333.92**

#### **Business Instant Access Account**

**Balance at 21 Oct 13\*** (Statement No: 14) **£21,530.57**

\* Includes interest until 9 Oct 13

**Balance All Accounts** (at 20 Nov 13): **£25,864.49**

9. **2014 Budget** The Chairman opened the item by saying that the next 2 items (budget and precept) were directly linked and so asked that they be taken together. He reminded the PC that the precept had been reduced last year to accommodate the loss of the council tax element of housing benefit albeit this was offset by a small one off Local council tax Support Grant (£7.58 in FY 13/14), resulting in a precept of £3,532.58. He went on to report that BDC had decided, subject to review by its Scrutiny Committee, does not to pass any of the new inclusive grant from Government.

He then referred to the tabled draft budget (attached to these minutes) and recommended that the PC transfers £1,500 to the earmarked reserves to bolster the Alms Houses project as the transfer of the Trusteeship was not going as smoothly as anticipated and this was agreed. Equally, the Riverside Path is not proceeding as smoothly as had been hoped and so it was prudent to earmark a slightly higher level of reserves. This was agreed. The other items in the budget are very similar to those headings last year and the PC is living within its means. Accordingly it would be sensible to revert to the former precept level of £3,600, despite this showing an increase (about 4%) because of the changes to the council tax base for FY 2013/14 and again for FY 2014/15. This was agreed.

However, as the issue of the support grant had yet to be finally agreed by BDC Cabinet, as it had to be considered by Scrutiny Committee first, it was agreed to set a precept at this

meeting but not submit Precept Form B until Cabinet had made a final decision. If Cabinet did change the BDC position, the PC would have to meet again in December to reconsider. This course was agreed.

10. **2014 Precept** Councillor Engwell proposed and Councillor Councillor Herries seconded a motion that the budget be set as tabled and that the PC sets a precept of £3,600 for 2014, and this was carried unanimously.

**Resolved: To set a precept of £3,600, against the agreed budget, for 2014**

11. **Planning** There were no new applications to consider.
12. **MTF Update** Councillor Engwell reported he had attended the MTF Board meeting on Friday 11 October with the Chairman. The agenda was very similar to that of the MTF Programme Delivery panel reported at the last meeting, including his briefing on the proposed Riverside Path project. He took the opportunity to raise the fact that Thetford Town Council had not yet responded to our letters inviting them to participate, formally, in developing the Riverside Path, and this resulted in a further meeting with the Town Mayor and Clerk. He then went on to say he had clarified with Kevin Ward the Programme Manager for MTF (BDC) that the sum of £2,000 in the MTF Revenue fund would remain available for "Viability and Development" of the Riverside Path until the end of March 2014. The Riverside Path remains an MTF project, and this was covered in more detail under Item 12 below.
13. **Riverside Walk Update** Councillor Engwell reported he had had a further meeting with the Mayor of Thetford and the Town Clerk to discuss the seeming reluctance of the Town Council to support, formally, the Riverside Path. He reminded them that that the PC had not yet any written acknowledgement of the letters to the Town Council inviting them to join the PC as sponsors of the Riverside Path. He then reported he was advised that the Town Council wished to have a more detailed and costed project plan, and wanted, also, to investigate the additional costs of moving the entry point close to the junction of Arlington Way and Castle Street. Some Town Councillors argued that the proposed entry point was too hidden from view, and that this would make it less usable for Thetford residents. Councillor Engwell then said he had advised them that the PC we had considered, and rejected, these other entry points but, in order to break this logjam, he had contacted one of our potential contractors and invited him to prepare a detailed and costed plan for the current proposed path and for the additional costs of having an entry point closer to the junction of Arlington Way and Castle Street for both a wheelchair accessible path and for a pedestrian only path. The cost of developing these plans will be met using the MTF revenue funds mentioned earlier.

Following the 2<sup>nd</sup> letter to Abbey Homes, they have reiterated that the PC could acquire the land between Arlington Way and the River Thet in order to proceed with the Riverside Path, but they would not give access permission whilst they owned the land. Clearly they wish to dispose of the liability of land which has no development potential. Their reply did not make clear the conditions of the transfer of the land, and the PC has written again to ask for confirmation that they would transfer the land without charge, except for the conveyancing legal costs, and for clarification on the full details of the land to be transferred.

The Chairman, Councillors Herries and Engwell visited the site with a representative of 'Anglia Tree Solutions' in order for the latter to survey the condition of the trees and give an estimate of the cost of tree surgery to deal with any diseased or otherwise dangerous trees. His estimate was £1800 plus VAT. It may be that the cost of such work can also be met by MTF revenue funds, but this has yet to be clarified.



