

**MINUTES of the
MEETING of BRETENHAM AND KILVERSTONE PARISH COUNCIL
to be held at the KILVERSTONE CHURCH CLUB
on Wednesday 19 March 2014 at 1930**

The Vice Chairman welcomed all those attending with the following statement:

“As you will have gathered, our Chairman is unable to attend as he is currently in West Suffolk hospital for observation and tests. I am sure that you will join me in wishing him a speedy recovery.”

1. **Attendance** Apologies had been received from Councillors Poulter, Herries and Holmes-Smith

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

The following were in attendance:
Councillors Ellen Jolly and Marion Chapman-Allen (Harling and Heathlands Ward, Breckland District Council) and Councillor Bob King (Croxtan PC)

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

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

4. **Minutes of Meeting of 22 Jan 14** These had been circulated previously, were agreed and duly signed by the Vice Chairman.

5. **Matters Arising**

- a. **Precept 2014** The Vice Chairman reported that BDC had reconsidered its earlier decision not to pass on the Support Grant and will now be increasing the PC's precept by £7.59.

6. **Neighbourhood Plan** The Vice Chairman reminded councillors that the Chairman had sought agreement on the development of a Neighbourhood Plan for our area and to liaise with Croxtan PC to establish the feasibility and advantages of developing a joint Neighbourhood Plan. This had been agreed in principle by councillors, and the chairman had advised BDC of this intention on 18 Feb 14, before the consultation window closed. The Vice Chairman then invited Councillor Bob King to outline the background to Croxtan's views on the Neighbourhood Plan and the preparation of the draft Statement for a Croxtan, Brettenham and Kilverstone Joint Neighbourhood Plan. Councillors studied the draft statement and map and were content for them to be used as the basis for a joint submission. Councillor Bob King agreed to take the lead, on behalf of both parishes, in preparing the statement for submission to BDC. This was agreed.

7. **Breckland Electoral Review** The Vice Chairman reminded the Council of the LGBCE proposal for a reduction of BDC councillors from 54 to 49 and for our area, and a new

2 member ward called Forest, comprising Croxton and Brettenham & Kilverstone, Tottington, Stanford, Lynford, Wretham and Sturston. The present consultation expires on 14 Apr 14 and the Vice Chairman proposed the PC return comments supporting the LGBCE proposals. This was agreed.

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

Treasurer's Account

Balance at 14 Feb 14 (Statement No: 40):	£4,023.30
Payments	Nil
Receipts	Nil
Balance at 20 Nov 13	£4,023.30

Business Instant Access Account

Balance at 9 Jan 14* (Statement No: 15)	£21,533.28
* Includes interest until 9 Jan 14	
Balance All Accounts* (at 19 Mar 14):	£25,556.78
* Excluding interest after 9 Jan 14	

9. **Planning**

a. **3PL/2014/0247/F** Erection of new staff cottage for staff accommodation at Shadwell Breck Yard, Snarehill Stud. The Council considered the application and agreed to make "no Comment".

b. The following applications were considered out of committee:

- 1) **3PL/2014/0215/F** Minor amendment to 3PL/2013/0735/F to provide air source heat pump on an approved cabin site. The Council agreed to make "no comment".
- 2) **3/PL/2014/0096/F** Erection of an external cold store to provide storage facilities associated with the coffee shop. The Council agreed to make "no comment".
- 3) **3PL/2014/0146/F** Proposed Veterinary Surgery, existing commercial suite 1, Trident Business Village, Kilverstone Hall, Kilverstone, IP24 2RL. The Council agreed to make "no comment".

10. **MTF Update** The Chairman had attended the MTF Board meeting on Friday 31 Jan 14. At the meeting a new Thetford Town Master Plan was tabled, which is in addition to the SUE Master Plan. Following on from this the future role of the Board was discussed. The Chairman, with others, resisted the idea that the Board's role should diminish, now the Growth Point funding was running out. Indeed it was made clear that the Board should have a significant role in coordinating the implementation of the 2 Master Plans. This was agreed and the MTF Programme Manager was tasked with drafting new terms of reference along these lines for the Board and these are awaited.

As part of the discussion on the Riverside Path project, Thetford Town Council representatives agreed with the concept and agreed that the entry point should be the present BTO entrance near the junction with Castle Street and accepted that it was not viable to make this wheel chair friendly and that the disabled access would remain as currently envisaged further along Arlington Way. It was agreed that the plan for the path once developed would be put to Thetford Town Council with a view to joining in the project formally and contributing financially.

11. **Riverside Walk Update** Councillor Engwell reported that he still had no clarification on the Abbey Homes offer to transfer the land between the River Thet and Arlington Way to the Parish. As was reported at the last meeting, in their letter, dated 17 Jan 14, Abbey Homes state that they are endeavouring to acquire a definitive plan of the area from their solicitors which they would forward to us as soon as they are able. Councillor Engwell has recently sent a further email to Abbey Homes requesting this information.

He went on that as previously reported, Mr Jeff Redgrave, who had previously provided an estimate of costs for the path, has been tasked to produce a detailed project plan containing sufficient detail for comprehensive, comparable, quotations to be provided. This plan will include improved access steps to the existing BTO path and, possibly, an upgrade to the BTO pedestrian path to link with the wheelchair path as was requested by Thetford Town Council at the last MTF Board meeting. This document will be the basis for the PC to obtain the necessary 3 quotations. The costs of this preparatory work will be met from MTF Revenue Funding. Mr Kevin Ward, the MTF Programme Manager, has advised that the legal costs for the transfer of the land should be met from MTF Capital Funding as part of the project costs.

12. **Kilverstone Alms Houses Update** The Vice Chairman reported it was on track to receive the Trusteeship from CoopHomes at the end of the financial year and that the land for registration had now been agreed.

13. **Reports by Members**

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

- b. **Community Safety** The Vice Chairman reported the last SNAP meeting was held at Attleborough Police Station on 6 Feb 14. Two new priorities had been set to tackle:

- Speeding by the deployment of the Safety camera Team to Attleborough, surrounding villages and main roads.
- Illegal parking outside schools in the Safer neighbourhood area.

He went on to report that our nominated PCSO is out of Force until April, and the next meeting will be on 6 May 14.

- c. **Rural** Nothing to report.

14. Correspondence

- a. A Local Asset Backed Vehicle being considered by BDC – a long term association with a private developer on a 50/50 basis to develop brown field and some green field sites. Councillor Jolly was able to add some detail to this proposal.
- b. Suffolk PCC is inviting comments via a survey on the Force's web site on proposal to combine the Contact and Control Room for Norfolk and Suffolk at Wymondham and a combined Shared Services Partnership for support services for the 2 forces, to save money.
- c. The EU is consulting until 25 Apr 14 on a possible review of the ability of local authorities to be able to reclaim VAT under Section 33 of the VAT Act 1994.
- d. The Local Audit and Accountability Act 2014 has received Royal Assent and although most aspects require further implementation measures before they come into force. One of these will be to remove the appointment of auditors by the Audit Commission, allowing local appointments for up to 5 years.
- e. BDC has published its Local Land & Property Gazetteer incorporating Street Naming & Numbering.
- f. BDC is changing its Pest Control Services from 1 May 14. The implication for residents is that they will then have to pay for this service.
- g. The Vice Chairman reminded councillors of the latest exchange with Mr Cruse and that a proposed reply had been agreed, which would be sent shortly, reiterating the points already made. Mr Cruse was reminded the Parish Council regarded the matter as closed.

15. Date of Next Meeting

- a. Wednesday 16 Apr 14 at 1930 in the Kilverstone Church Club (Provisional for urgent matters only)
- b. Wednesday 14 May 14 at 1930 in the Kilverstone Church Club (Full meeting, including the APM and AGM)

A M Poulter OBE
Chairman

Date: