

**MINUTES of the
MEETING of BRETENHAM AND KILVERSTONE PARISH COUNCIL
held at the KILVERSTONE CHURCH CLUB
on Wednesday 22 January 2014 at 1930**

1. **Attendance** Apologies had been received from Councillors John Connolly and Marion Chapman Allen (Breckland District Council)

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

The following was in attendance:
Councillor Ellen Jolly (Harling and Heathlands Ward, Breckland District Council; Mrs Carole Herries (Internal Auditor),

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

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

4. **Minutes of Meeting of 20 Nov 14** These had been circulated previously, were agreed and duly signed by the Chairman.

5. **Matters Arising**

- a. **2014 Precept** The Chairman reported he had submitted the PC's precept requirement of £3,600 for FY 14/15. No support grant would be paid and this was only some £6 last year anyway.
- b. **BDC Electoral Review** The Chairman reported the draft LGBCE proposals for BDC electoral reform had just been published <http://www.lgbce.org.uk/all-reviews/eastern/norfolk/breckland-fer>. The report proposes a reduction of BDC councillors from 54 to 49, the retention of Croxton and Brettenham and Kilverston PCs in the same but separate new ward called Forest and reduction of Thetford councillors from 9 to 8. This proposal removes the PC from its current Harling [and Heathlands] ward, retains 2 councillors and keeps Arlington Way as part of the Forest Ward and thus ensures its continuation in the PC area. The present consultation runs until 14 April and the Chairman recommended the PC should submit its comments once there had been sufficient time to consider all the ramifications.

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

Treasurer's Account

Payments

Balance at 13 Dec 13*: **£4,333.92**

(Statement No: 38 (last statement received, no transactions since))

Cheque 000078: A Poulter (Clerk, Inks):	£213.12
Cheque 000079: Birketts (Rushford Lane):	<u>£197.50</u>
Total	£410.62

Receipts Nil

Balance at 22 Jan 14 £3,923.30

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 22 Jan 14): £25,453.87

7. Planning

- a. **3PL/2013/0735/F (Replacement holiday accommodation)** The Chairman reminded the PC that it had agreed out of committee to submit “no comment”.
- b. **3PL/2013/1170 (Erection of building over existing equine pool)** The Chairman reminded the PC that it had agreed out of committee to submit “no comment”.

8. Moving Thetford Forward – Update The Chairman reported neither the MTF Board or Programme Delivery Panel had met since the last meeting although the Board is due to meet on 31 Jan 14. Councillor Engwell reported he would be unable to attend the Board meeting on 31 Jan 14 and he agreed to give an appropriate update brief for the Chairman to represent the PC when the item was discussed by the Board.

9. Riverside Walk – Update **Councillor Engwell reported he had** had no reply to the PC’s letter of 12 November, so has written again to Mr Mortimer of Abbey Homes to seek clarification on their offer to transfer the land between the River Thet and Arlington Way to the Parish. In their reply, dated 17 January, they state that they are endeavouring to acquire a definitive plan of the area from their solicitors which they will forward to us as soon as they are able. I take the positive tone of the letter to indicate that they are still willing to transfer the land to the Parish.

Separately, he has asked for a meeting with Mr Jeff Redgrave, who had previously provided an estimate of costs for the path, to provide a further estimate for an extended path (as requested by Thetford Town Council) and to produce a feasibility study and project plan. The costs of this work will be met by the MTF revenue fund. He hopes to meet with Mr Redgrave soon. Mr Chris Gregory, of the BTO, has briefed the BTO Trust’s Management Committee of our proposals and they have approved them. Councillor Engwell has invited Mr Gregory to be present at the meeting with Mr Redgrave.

10. Kilverstone Alms Houses – Update The Chairman reported the size and dimensions of the plot have now been agreed and so the land registry can proceed and allow the Trustees to be changed from CoopHomes to the PC. Councillor Holmes-Smith kindly agreed to follow this up with Kilverstone Estate’s solicitors. Further the Principal Housing Officer of BDC has written to PCs asking for details of Alms Houses so maximum use of them can be made across the District, as some are empty. The Kilverstone Alms Houses details

have been passed and this BDC interest may allow the letting management to be undertaken by BDC at no cost.

11. **Local Highways Maintenance – (By Rangers)** The Rangers will be visiting the PC area soon and have asked for items requiring minor repairs. Major repairs should be reported in the normal way. The Chairman agreed to coordinate any such requests and forward them to the Highways Authority.

12. **Reports by Members**

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

- b. **Community Safety** The Chairman reported he had been in contact with Norfolk Constabulary and obtained agreement that a replacement PCSO would be allocated to the PC area. This had now been actioned and PCSO Helen Maxwell will be looking after our locality. The next SNAP meeting at Attleborough Police Station 6 Feb 14. The Chairman then reported he had been in touch with another arm of the Constabulary dealing with both Norfolk and Suffolk Police and the need for closer cooperation particularly in the Safer Neighbourhood arena. He had completed a survey for both Forces indicating the PC's requirement to be kept abreast of all activity relating to its 3 neighbouring SNTs.

PCSO Maxwell had forwarded the crime statistics for the PC area:

Kilverstone 1 "Other" (relating to Domestic)
Brettenham 2 "Other" (relating to Social Services)

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

13. **Correspondence**

- a. **NCC gritting Routes** NCC has issued its gritting routes which include the A11, A1066, A1088, Shadwell to Kilverstone/Thetford, B111 and road from East Harling to Bridgham (but not onto Brettenham) in the PC area. See www.norfolk.gov.uk/gritting for detailed map.
- b. **Croxton Neighbourhood Plan** BDC has received Croxton PC's application for the designation of a Neighbourhood area. Councillor Jolly updated the PC on the present position and the Chairman agreed to contact the Chairman of Croxton PC and liaise with the Senior Planning Officer to ascertain whether there was merit in the PC developing a coordinated neighbourhood plan with Croxton PC. The Chairman also agreed to then comment on the Croxton proposal before the consultation window closes on 19 Feb 14.
- c. **MAGPAS** The PC has received a request for funding support for "magpas", a medical emergency charity based in Huntingdon. The PC agreed it would not support this charity.
- d. **West Suffolk Working Together** The PC has received a joint letter from Forest Heath and St Edmundsbury (West Suffolk- Working Together outlining a consultation on an Strategic Environmental Assessment Addendum - Summary Appraisal of Alternative Options. Consultation closes on 30 Jan 14.
- e. **Roudham Heath** The Forestry Commission is seeking comments on a new forest plan for Roudham Heath, details of which are on the PC web site.

14. **Date of Next Meeting**

Chairman

- a. Wednesday 19 Feb 14 at 1930 in the Kilverstone Church Club (provisional for urgent matters only)
- b. Wednesday 19 Mar 14 at 1930 in the Kilverstone Church Club (Full meeting)

A M Poulter OBE
Chairman

Date: