

BRETTONHAM and KILVERSTONE PARISH COUNCIL ANNUAL REPORT

2015 - 2016

CHAIRMAN'S REPORT

Over the past year, the Parish Council continues to be frustrated by the slow start to the delivery of the Thetford Area Action Plan. The Moving Thetford Forward programme has been wound up and a new non decision making body constituted, the Greater Thetford Development Partnership (GTDP), to advise on the core aim of building 5,000 new homes to the north of the Thetford in the Parish Council areas of Croxton and Brettenham & Kilverstone and regenerating Thetford. This process has taken a long time but the Board and its 3 sub-groups, Communities, Planning & Projects and Inward Investment are now beginning to come to life. The next important issue to progress is the development of the strategic aim and vision for the partnership. Outline planning application for the new homes in the Parishes, the Sustainable Urban Extension (SUE), has now been granted. The Council remains actively involved in the work of the GTDP.

The Parish Council agreement with Croxton Parish Council to develop a Joint Neighbourhood Plan is progressing. Authority was given by Breckland District Council in September 2014 and the Councils developed a joint questionnaire delivered to every household and the responses analysed. The Councils have issued a draft "Summary and Structure" to Breckland District Council to ascertain whether a Strategic Environmental Assessment and/or a Sustainability Appraisal are required. The latter has to wait until the former is agreed as it includes other issues such as employment. This work aims to be completed soon to enable the first draft to be completed by late summer and the Councils bid for, and obtained, a grant for £3,254 to assist.

The Parish Council has continued to monitor activity in the Parish Council's area to support the interests of electors, particularly in Community Safety and the Safer Neighbourhood Action Panel. Road safety continues to be the main concern expressed of rural communities represented on the Panel, with speeding and heavy goods vehicles particular problems.

Following the transfer of Trustee from Coop-Homes, the Parish Council has completed its first full year as the Trustee. The changeover in financial responsibility has also been completed although the annual return for the joint year (FY 2014/15) was more difficult than expected. The accounts for its first full year as Trustee have been completed and accepted; they will be adopted along with the Annual Report over the coming months. The Parish Council, as the Trustee, is very grateful for the ongoing support and help of the Kilverstone Estate in managing the Alms Houses. Some urgent repairs have been undertaken but the long term aim remains to improve the facilities on the site and increase the number of homes from the present 2 by redevelopment, possibly as part of the development programme for the SUE.

The Riverside Path was formally opened on 15 February 2016 by a Thetford Town group at the Nuns' Bridges end, and a Brettenham & Kilverstone Parish group, including Eden King and her family, at the Arlington Way end. Both groups met at a mid-point along the path for refreshments, press interviews and photographs. The Riverside Path is a 'Permissive Path' and not a 'Public right of Way' and signs are in

place at each entrance to advise users of this. The path, which has been designed for use by wheelchair users as well as pedestrians, is now in regular use and provides a very picturesque walking route between Brettenham Parish and Thetford Town. It is already a very popular feature of the landscape. Although the Parish Council has an explicit written agreement from Abbey Homes allowing the path to cross their land at Arlington Way, there is no, formal, legal agreement with the landowner Abbey Homes. Legal advice is that a formal legal agreement should be put in place, and this might take the form of a Deed of Easement or, failing that, a formal transfer of the land. The path was a Brettenham & Kilverstone Parish Council sponsored project and was funded by Moving Thetford Forward, Brettenham & Kilverstone Parish Council and Thetford Town Council. The project was completed within the allocated budget.

The Council's new Clerk suffered from medical difficulties and left the Council in January 2016.

The Council has left its precept unchanged.

MONEY MATTERS

FY 2015/2016 Accounts

| | £ | | £ |
|--|-------------------------|---------------------------------|-------------------------|
| Opening balance | 27,045.39 | | |
| Receipts | | Payments | |
| Precept | 4,500.00 | PC Expenses (travel) | 264.85 |
| Support Grant | 7.59 | Postage | 50.76 |
| Croxton Repay (JNP) | 103.85 | Subscriptions | 357.52 |
| VAT Refund | 5,958.34 | Insurance | 542.61 |
| Interest | 8.58 | Audit fees | 0.00 |
| Riverside path receipts | 35,436.78 | Grounds Maintenance | 162.50 |
| | | Asset Repair | 0.00 |
| | | Stationery/email address | 81.54 |
| | | Clerk | 1,476.00 |
| | | Training | 110.00 |
| | | Fees | 0.00 |
| | | Traffic Survey | 0.00 |
| | | Ancilliaries | 0.00 |
| | | JNP Development | 453.24 |
| | | Riverside Path | 45,247.93 |
| | | Election costs | 787.55 |
| | | S137 | 0.00 |
| Total Receipts | <u>46,015.14</u> | Total Payments | <u>49,534.50</u> |
| In year net surplus/deficit | -3,519.36 | | |
| B/F | <u>27,045.39</u> | | |
| Total Cash | <u>23,526.03</u> | | |
| Carried Forward | <u>23,526.03</u> | | |
| Balance Sheet as at 31 March 2016 | | | |
| | 2015 | | 2016 |
| | £ | | £ |
| | | Bank | |
| | 5,499.59 | Treasurers Account | 12126.1 |
| | <u>21,545.80</u> | Business Instant Access Account | 11554.38 |
| | <u>27,045.39</u> | | <u>23680.48</u> |
| | 12.72 | Less unpres chqs 137 &138 | 167.17 |
| | <u>27,032.67</u> | | <u>23,513.31</u> |
| | | Plus un pres chq (FY 14/15) | 12.72 |
| Assets | 10,486 | | <u>23,526.03</u> |

The above statement represents fairly the financial position of the PC at 31 March 2016 and reflects its receipts and payments during the year.

Notes to the Accounts

1. **Assets** Notice boards (and with drop boxes), Village signs, bench, grit bin and donated Public Open Space at Arlington Way - £10,486 (Basis on the purchase value).
2. **Borrowings** The PC has no borrowings
3. **Earmarked Reserves** Following completion of the Riverside Walk project and legal work associated with the transfer of the Trust from CoopHomes, The PC had earmarked reserves of £11,500 for at the end of FY 15/16:
£8,000 for POS Maintenance
£1,000 for Alms House contingency
£2,500 for Commi8unity Facilities Development
4. **Tenancies** The PC has no tenancies
5. **Section 137 Payments** Section 137 of the Local Government Act 1972 enables parish councils to spend up to the product of £7.36 per head of electorate in 2015/16 for the benefit of people in the area on projects not specifically authorised by other powers

The PC made no S137 payments in FY 15/16.
6. **Agency Work** The PC undertook no agency work
7. **Contingent Liabilities** *A contingent loss will be accrued in the financial statements where it is probable that a future event will confirm a material loss which can be estimated with reasonable accuracy at a date when the financial statements are approved.*

Where a material contingent loss is not accrued, perhaps because it cannot be accurately estimated or because the event is not considered sufficiently certain, it is disclosed in a note to the accounts. The PC's accounts for the year end 31 March 2016 do not include a provision for any such contingency.
8. **Advertising and Publicity** No costs were incurred for advertising and publicity during the year
9. **Trust Funds** The PC is the trustee for the Kilverstone Alms house Trust.
10. **Commitments** The PC has public open space under a Unilateral Agreement (similar to a Section 106 agreement) at Arlington Way.

PARISH CONTACT DETAILS

Chairman and Responsible Finance Officer
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Parish Council Website: <http://brettenham-and-kilverstonepc.norfolkparishes.gov.uk/>