

MINUTES of the BRETtenham AND KILVERSTONE PARISH COUNCIL
ANNUAL PARISHIONERS MEETING
held at the KILVERSTONE ESTATE OFFICE
on Wednesday 17 May 2017 at 1830

1. **Welcome** The Chairman welcomed everyone and thanked them for attending

2. **Attendance** The following were present:

Councillors Poulter, Engwell, Wright, Holmes-Smith and Herries (B&K PC), Councillor Stephen Askew NCC Member for Guiltcross, Councillor Sam Chapman-Allen, BDC Member for Forest Ward, PC Amy Lucas, Breckland Engagement Officer, PC Steve Howard and PCSO Dion Phillips, Attleborough Safer Neighbourhood Team

The following Parishioners were present:

Mary Wright, Rod Collins, Rene Collins, Janet Cruse, Andy Cruse, Romy Dawson

3. **NCC – Annual Report** Councillor Stephen Askew presented his report at Attachment 1

4. **BDC – Annual Report** Councillor Chapman-Allen presented his report at Attachment 2. Andy Cruse then complimented BDC for the new Riverside arrangements in Thetford. He then asked about the possible Governance Review sought by Thetford Town Council. Councillor Chapman-Allen then explained that so far no such request had been received. However, he said it had been mooted and was likely seek the inclusion of all or most the Parishes of Brettenham, Kilverstone and Croxton but as this a would not be welcomed by the PCs, it would probably be considered as 'hostile' and thus would not be a short process of engagement with the communities involved.

5. **B&K - Annual Report** Councillor Engwell presented the PC's Annual Report at Attachment3. He also updated the meeting on the present state of the Riverside Path, the present state of a new application to build 115 new homes to the east of Arlington Way and introduced Romy Dawson who is likely to be the PC's new clerk.

Andy Cruse then asked why the 2 PCs had not included any parishioners on the JNP steering Group. It was explained that the bid to develop a Joint Neighbourhood Plan had been made by the 2 PCs and agreed by BDC. Thus the SG was quite large and it was felt that additional members would render the process too cumbersome. That said, there had been plenty of opportunities for the community to engage with the process, including a questionnaire delivered to every household, an informal draft consultation and that there would 2 further opportunities to engage with the drafting process when the formal draft was ready and the again after the formal draft had been agreed by BDC and the Inspector.

Rod Collins asked if the PC would write to Suggetts to ask that their drivers are more considerate and avoid speeding, going over verges and that the company consider only driving through Rushford one way, as other Companies do, to avoid destroying the verges,. The Chairman agreed to consider this approach

6. **Community Safety Annual Report** PC Amy Lucas, who was supported by PC Steve Howard and PCSO Dion Philips, gave the meeting an update on her role which includes, liaison with the Special Constabulary, Police Cadets in Thetford, Community Speedwatch, Neighbourhood

Watch, Social Media, Police Connect, and Liaison Newsletters and liaison with PCs and encompassed the whole of Breckland. She explained that her line manager was the District Commander Chief Inspector Paul Wheatley and had regular meeting with her 5 colleagues of the other districts with the Chief Constable. She acknowledged the weaknesses of Police Connect but said its contract was coming to an end after which she hoped for a better system. She said she had produced a local newsletter which is being circulated to PCs and the Chairman welcomed this and agreed to publish it on the PC web site. He also asked that it include both the Thetford and Attleborough Teams. Dion Philips expanded on this by saying how difficult it was to extract crime data by specific PC area but he hoped that this would improve in due course. He also acknowledged the principle concern of rural villages was inconsiderate driving and speeding and Amy Lucas told the meeting she had direct contact with the Camera Safety Team and understood this concern. She agreed with colleagues to obtain the broad data of speeding, both numbers of occasions and speed. The Chairman thanked the Police Representatives and looked forward to working with Amy, noting that the PCs were interested in both Thetford and Attleborough.

There being no other questions from Parishioners, the Chairman thanked everyone for attending and closed the meeting.

A M Poulter OBE
Chairman
Brettenham and Kilverstone Parish Council

Attachments:

1. Councillor Askew's NCC Report
2. Councillor Chapman-Allen's BDC Report
3. Brettenham and Kilverstone Parish Council 's Annual Report

NCC Report 2017

While a great number of changes have taken place, the culture of the council has been driven in a much more responsive, flexible direction. While there is much still to do, our reputation has improved significantly. We have received recognition as a listening council, a caring council, a courageous council and one that is looking forward to a more positive future. All achievements over the last year must be seen against a backdrop of ever-shrinking budgets and growing demand for a number of services.

Children's Services

While this service continues to be under close review, as it makes the step change required by the government, there has been a number of notable achievements over the last 12 months.

A unique strategic partnership – Norfolk County Council and children's charity Barnardo's are pursuing an imaginative strategic partnership to improve outcomes for looked after children and care leavers. The partnership has submitted a multi-million pound bid to the Department for Education's Innovations Fund, to support new joint service models and ways of working.

Growing our own social workers – recruiting and retaining social workers is a challenge for many councils. In Norfolk, we are doing something about it – by growing a bank of talented social workers and developing them through their entire career. In summer 2016, we launched our own social care academy which offers training and mentoring to social workers, not only new to the profession, but at all stages of their career. The academy builds on the work of the highly successful Norfolk Institute for Practice Excellence (NIPE) scheme, an innovative partnership between us and University of East Anglia, set up in recognition that the first year of a social worker's career is crucial. 110 social workers have been employed through NIPE since it was set up two years ago.

Getting more of Norfolk's young people into top universities - the Norfolk Higher Education Scheme has gone from strength to strength this year. It was founded to link up sixth forms and colleges in Norfolk to share opportunities for university applicants - such as mock interviews, workshops, outside speakers and university visits. All 33 schools and colleges in the county have signed up to the scheme, which is run by a partnership of Norfolk County Council and Norfolk Education Leaders. Its pilot year, which was open only to applicants to 'most-competitive' and 'high-demand' universities, saw 350 students sign up. This year, having opened up to all Norfolk students applying to any university, 1,220 have already registered. In summer 2016, 48 Norfolk state school students were offered places at Oxford or Cambridge University. Increasing numbers of care leavers are moving into higher education; over 50 of care leavers (11%) are doing university courses, compared to a national average of 6%.

Norfolk has moved into top-half of the GCSE league table - Provisional GCSE results for 2016 have put Norfolk above the national average for the first time in a decade. The government has introduced a new method for measuring performance, called Progress 8, which ranks schools according to the progress made by students during their time in secondary education. Under this system, Norfolk had a score of 0.02, compared with a national average of -0.03, where the higher the number, the greater the progress.

High praise for two short break units – two of our units that provide short breaks to youngsters have been praised by Ofsted. Marshfields in King's Lynn supports five to 18-year-olds with severe learning disabilities or complex health needs, and has achieved its sixth consecutive 'Outstanding' grading. Aylsham Road in Norwich offers activity-based short breaks to children between five and 17 with family difficulties. It achieved the highest inspection outcome for an interim one day inspection of 'Improved effectiveness'.

Ofsted annual report shows big improvements in Norfolk schools - Big improvements in Norfolk schools have been highlighted in the Ofsted annual report. The HMCi annual report shows that Norfolk is the 5th most improved county nationally for the proportion of pupils at good or outstanding secondary schools over the past four years, and the 18th most improved for primary schools. For secondary schools, Norfolk went up by 32% points to 77% from 2012 to 2016. For primary schools, Norfolk went up by 27% points to 86% from 2012 to 2016.

Norfolk schools: better together - Three-and-a-half years ago, Norfolk County Council launched a programme to help schools drive up their Ofsted ratings. Since then, the percentage of good or outstanding schools in Norfolk has risen from 63% to hit the national average of 89%.

Norfolk Better to Best (NB2B), 'an approach to self-improvement', has been heralded a huge success and on April 1 control of it will be handed over to the member schools themselves when it becomes a new not-for-profit company, believed to be the first move of its kind in the country. The huge range of services it offers includes helping schools prepare for an Ofsted inspection, workshops in specialist subject areas such as maths or phonics, professional development training for teachers and informal 'tea parties' where head teachers gather to learn from each other.

Adult's Services

In Good Company - Loneliness can cause ill health and reduce people's ability to lead fulfilling and independent lives. In November 2016 we launched our IGC campaign – working with partners, including charities and the local media - to combat loneliness and raise awareness of the wide range of support on offer in Norfolk. Since the campaign launched, we've received hundreds of pledges from individuals and organisations – all of them promising to do something, no matter how small, to help tackle loneliness in their community. Now Norfolk businesses and community organisations are being urged to apply for a new quality accreditation mark for their work to combat loneliness in the county.

Our adult social care twitter day - County Council staff and partners took to Twitter in October 2016 to raise awareness of adult social care services countywide. They tweeted experiences of their typical day, giving followers an insight into how diverse the care sector is, and also shared a wealth of information about what's available. More than 14,000 people looked at the tweets on the day and the site is now being followed by the media and social work organisations. This was our fourth successful Twitter day, following Children's Services social care, schools and roads earlier in the year.

Healthy Home Assistance – we've been working with Great Yarmouth Borough Council, East Coast Community Healthcare and NHS Great Yarmouth and Waveney Clinical Commissioning Group on the 'Healthy Homes Assistance' project, set up at the end of 2016. The project is helping facilitate early hospital discharge, reduce admissions and / or readmissions and provide preventative measures to reduce risks around the home. A study of one of the cases already completed by the project where falls prevention works were carried out at a cost of £465, has identified potential savings to the NHS of £12,000.

Giving a warm welcome to Syrian refugee families - Norfolk has a long tradition of extending the hand of friendship to those in need and this has held true in this case of welcoming Syrian refugees to the county. At the beginning of February, the first five Syrian families arrived in Norwich to begin their new life in Norfolk. In preparation, extensive work was done with district councils, health authorities, schools and voluntary groups to get everything in place to welcome the families, all of whom have young children. We were also inundated with offers of help and support from Norfolk residents and local faith and voluntary groups.

Acting against domestic violence – in December 2016, we reached the 500 mark for training domestic abuse ‘champions’ in frontline professions to help people suffering abuse. Our domestic abuse change coordinators are working across the county with people in professions who come face-to-face with the public, training them to become ‘champions’ so that they can look out for signs of abuse and take action to improve the safety of anyone affected. Champions are given free training to learn how to ask, respond to, and support people affected by domestic abuse, and to use their knowledge to also help their colleagues know how best to respond.

Norfolk Community Learning Services celebrates ‘Good’ Ofsted report in major turnaround - Education in Norfolk has received another boost with the news that Norfolk Community Learning Services (NCLS) has achieved an Ofsted inspection judgement of ‘Good’, providing Norfolk County Council with the security and sustainability to achieve its long term objectives for the service. This follows a previous judgement of ‘Inadequate’ in January 2015. At the recent inspection (April 2016), Ofsted inspectors said that “Leaders and managers have dealt quickly and very effectively with key issues identified at the previous inspection”. Inspectors were impressed by the new vision, strategic objectives and operating model for the service, formerly known as Adult Education. These were approved by Norfolk County Council’s Communities Committee and implementation will be complete by September 2016.

Community and Environmental Services

Awards - The Library and Information Service won the national Libraries Change Lives Award for its pioneering work in partnership with Norfolk Public Health to promote healthier lifestyles. This work is being taken up as an example of good practice by libraries across the UK. Enhancing the reputation of NLIS
Customers - Each year Libraries run the Summer Reading Challenge to encourage children to continue reading during the summer holidays and to make a significant contribution to improving literacy. In summer 2016, 14,413 children and young people took part in the challenge. 57% were girls and 43% were boys.

Libraries as cultural hubs - In 2016, the potential of libraries as cultural hubs started to be realised. A number of theatrical and music performances were held in libraries across the county. The most recent being Librarian Theatre’s ‘A Christmas Carol’ which played to sell out audiences in three libraries before Christmas. Earlier in the Autumn 5 libraries played host to an interactive dance performance aimed at early years.

Public Health campaigns for Norfolk - We ran a number of campaigns with the NHS and Public Health England during 2016 including:

- Help stop HIV in Norfolk – aimed at raising awareness and reducing stigma.
- Mind out for each other – aimed at reducing casualties of vulnerable road users.
- Taking Seven Steps Out – focused on encouraging people not to smoke in enclosed spaces and highlighted how secondhand smoke exposes children’s vulnerable lungs and bodies to terrible toxins.
- Stay well this winter - an integrated county wide campaign, aimed to ease seasonal pressure on NHS urgent care and emergency services.
- One You - Starting the fight back to a healthier you.

Drug and alcohol services - Over the last year the public health team has developed strong links with Norfolk Constabulary and are working jointly on ‘Operation Gravity’ aimed at reducing gang related violence and drug dealing. Over the last year, more than 200 drug users and nearly 500 people with an alcohol problem have successfully completed treatment in Norfolk. Heroin and crack cocaine drug users cost tax payers about £470,000 over their lifetime in terms of crime, health and social care costs.

Emergency Services collaboration - Medical co-responding trial

Since July Norfolk Fire and Rescue Service has been participating in a national medical co-responding trial which sees our fire-fighters mobilised to suspected cardiac arrests alongside the East of England Ambulance Service. We have 10 fire stations with 99 firefighters participating in the trial, the greatest number in the region. By mobilising our firefighters with the ambulance service we are can deliver an early intervention using cardiopulmonary resuscitation (CPR) and defibrillators giving the casualty the best chance of survival. Since July we have attended over 230 co-responding incidents and initial analysis would indicate that our crews are delivering effective CPR. The national trial concludes in February 2017.

Better broadband - the latest tranche of Better Broadband for Norfolk (BBfN) will see high-speed broadband coverage reaching more than 95% of Norfolk home and businesses by spring 2020. This brings the total investment in the BBfN programme to £68m since it launched at the end of 2012. Currently, 87% of households and businesses in Norfolk can get a superfast broadband service, more than double the number four years ago (42%). We won't be satisfied until everyone in Norfolk has access, so we will continue to push for more investment and make the money we already have go as far as possible.

Integrated transport strategy – along with Suffolk County Council and the New Anglia LEP, we have commissioned Mouchel to research and produce an integrated transport strategy, covering air, road, rail, buses, sustainable transport and ports, which will be used to lever in transport investment from Government. The work was commissioned in October 2016 and is due to be published shortly.

Good progress on the NDR - it was a productive first year for the construction of the Norwich Northern Distributor Road which will provide Norfolk, Broadland and Norwich with high-quality infrastructure that will serve the county, its people and the economy for years to come. Work is going well, with most of the 1.5 cubic metres of bulk excavation complete, three roundabouts in use at the western end, bridge beams installed or imminent on four of the eight bridges and nearly 9km of carriageway complete to base asphalt layers. A new Tarmac plant at Postwick will this year supply nearly 150,000 tonnes of asphalt for the 20km dual carriageway. Planting of the 300,000 shrubs, trees and hedgerow plants is well under way.

Transport infrastructure priorities

A47 - Norfolk County Council leads the A47 Alliance, bringing together key stakeholders from Lowestoft to Peterborough to press for improvements to the road. Throughout 2016 we have been lobbying Highways England for early delivery of three sections of dualling, as well as junction improvements in Guyhirn, Thickthorn and Great Yarmouth. These schemes are on track to begin in 2020. The Alliance Steering Group is currently gearing up to influence the trunk road programme for the next round of improvements due to be delivered between 2020 and 2025. We have already met Highways England to lobby for our two priorities in this period: the dualling of the Acle Straight and Tilney to East Winch.

Towards the Norwich Western Link - planned to link the A47 (west) to the A47 (east), initial work has focussed on gathering feedback from local communities and developing a stakeholder group. We are also beginning to assess the economic viability of the project, which could have a potential start date of 2023.

Great Yarmouth third river crossing - we successfully secured £1m from the Department for Transport to develop the business case for a third river crossing in Great Yarmouth, part of a wider plan to transform the area over the next few years to make it a more attractive place to live, work and visit. The new lifting bridge, a third road bridge across the River Yare, would give a direct link into the town from the south. In December and January we held a public consultation to find out about transport issues in Great Yarmouth and the impact of the proposal. We will know if the submission has been successful by summer 2017. The estimated earliest date for construction to begin is 2022.

Long Stratton bypass – a bypass for Long Stratton would benefit residents and road users alike, and is firmly on our list of priorities. Along with improvements to Hempnall crossroads, it's also required for the village's planned growth of 1,800 new houses and 12 hectares of employment land. We are keen to lead on the design and delivery of the bypass, and work is currently ongoing to set out how we, South Norfolk Council and the developer will collaborate to support the process of approvals, design, funding and delivery. Once the process is agreed, preparatory work will start towards the planning application – with a view to submitting it by the end of this year and delivery around 2020.

Bringing external investment into Norfolk County Council - in 2016, we set up a Corporate Bid Team to maximise our external funding successes. To date, this has secured £2.5m EU funding, and £7.8m non-EU funding for the County Council. Projects funded include over £1.6m for arts and culture projects, £1.2m for the third river crossing in Great Yarmouth and £400,000 for a mental health project, Places of Safety. The Corporate Bid Team also shares its bidding expertise with voluntary and community sector organisations across Norfolk.



ANNUAL PARISH UPDATE

One number for Breckland

New single phone number for the council has been adopted, with touchtone options for callers to select the department they need. Call waiting times are down and most people can be helped by the first person they speak to.

Garden Waste collection service

The council launched the new option to pay online in April 2016. This has had a good take up. We can now accept payment via credit card, as well as debit card. Online forms and renewal letters have been reviewed to improve customer experience. Around 21k subscribers are now signed up to the Garden Waste service.

Creating 'one stop shops'

We have been developing opportunities to co-locate public sector organisations to deliver a 'one stop shop' for customers and ensuring value for money is achieved for residents and the wider public purse.

This has included the Department of Work and Pensions, based in Dereham, co-locating in Elizabeth House with shared reception. We have also worked with partners to establish an Early Help Hub in Thetford, providing early interventions to ensure a better quality of service for children and families. Partners include Children's Services, Norfolk Constabulary and Flagship Housing. Work has commenced on a second Hub which will be located in Dereham.

ARP Enforcement Agency

Since July 2015, the ARP Enforcement Agency has collected over £1.1m of council tax arrears. This has reduced the need to use private bailiffs, costs for which were previously passed on to debtors. Enforcement Agency has been now expanded to include South Norfolk District Council (a non-ARP member).

Our Day Out Programme

We created this programme, which is aimed at supporting people with early to mid-stage dementia and their carers. It offers opportunities to engage in arts and cultural activities in a safe and understanding environment. As a result of the success of the programme and the feedback received, Creative Arts East (our partner, now delivering the programme) has secured around £230k national funding to continue initiative for a further three years.

Breckland Fit Families

Facilitating healthy behaviour change in Reception-aged children and their families in areas of Breckland identified as having high levels of children at risk of developing weight-related conditions in later life. The UEA undertook an evaluation of the project and found significant positive impact on health behaviours of both children and parents.

Reducing Crime and Anti-Social Behaviour (ASB)

Reducing Crime and ASB is about helping communities to feel safe in the district. The Breckland Operational Partnership Team (BOPT) has been successful in reducing anti-social behaviour year on year, resulting in reported instances reducing by over a half since 2010.

Increase in Leisure Participation

Overall participation in activities at leisure centres is up by around 6% compared to last year. Dereham Leisure Centre will shortly celebrate its 10 year anniversary. Parkwood Leisure provides sport centres on

our behalf in Dereham, Thetford, Attleborough and Swaffham. We have been in discussions with the independent sports centre in Watton about available support.

Housing and Homelessness

At least 100 affordable homes are in the pipeline resulting from direct investment from the Council. The Council is continuing work with Registered Providers to attract further funding into the district.

Unsightly Sites

We've launched a new initiative to tackle unsightly and derelict buildings. Neglected sites can be a blight on communities and attract anti-social behaviour. Our councillors will be working with residents to draw up a list of sites suffering from serious long-term neglect, are unsafe, or in disrepair. Where necessary, we'll seek to use our legislative powers to require landowners to take action and help improve the appearance of the sites.

- ***Supporting Breckland to develop and thrive, and***
- ***Developing the local economy to be vibrant with continued growth***

Commercial Property

Breckland Council continues to set the lowest district council tax in the country. This is achievable in part thanks to our successful commercial investment strategy. Our commercial properties are 99% let and these investments bring in around £2.4m per year, around the same amount as is raised through council tax. Our commercial income helps us to keep the financial burden off residents and businesses.

Local Plan

Breckland Council's Local Plan sets out our vision for how the district is expected to grow over the coming 20 years. We have further refined the plans following meetings with parish councils and feedback from residents. The plan is due to be discussed by councillors again over the spring (likely May) and will then be made available for residents to view. Following this, it will be submitted to a Government Planning Inspector for scrutiny. If approved, we will adopt the Local Plan and use it to inform planning decisions in the district to ensure development and growth supports a vibrant economy that provides homes and jobs for local people.

Thetford Riverside

The Breckland Bridge partnership – involving Breckland Council and The Land Group – completed the Thetford Riverside development on time and within budget. It is a major regeneration site which will drive growth in the town and district. The Council invested £8m in the development of the site which includes five food and retail units, 62 hotel bedrooms, 3 cinema screens and at least 75 new jobs. The hotel and cinema have already opened and welcomed thousands of visitors. The first restaurant will open soon. Significant interest in remaining units, with announcements expected in due course.

Mileham housing

The Breckland Bridge partnership has built 11 new homes in Mileham, near Dereham. The project is the first time for considerable years that the council has been involved in house building on its land – utilising the previously underused asset. This project includes some 'affordable housing' and will help to meet local housing demand.

Cambridge Norwich Technology Corridor

Alongside partners from Norfolk, Suffolk and Cambridgeshire, we have been working to establish a Cambridge Norwich Technology Corridor. Capitalising on the existing reputation of Cambridge as a centre for innovation and technology, Norwich's reputation for research, the dualled A11, and improving infrastructure, we're working with our partners to create opportunities for businesses to set up within the corridor, which will bring more and higher paying jobs to our area, as well as new homes.

Thetford Enterprise Park (TEP)

The Council is working with partners to progress delivery of the Thetford Enterprise Park. A successful £1.8m funding bid to the New Anglia Local Enterprise Partnership (LEP) will help pay for a roundabout to provide access to the TEP. This will unlock the site and bring new jobs to the district.

Snetterton Heath Employment Site

New Anglia LEP has approved funding to support a project to upgrade the electricity supply to Snetterton Heath employment sites. With private and public sector investment, this will enable the expansion of industrial activity and attract new business and new jobs to the sites.

Upgrading the A47

We've been working with our partners to lobby for improvements to be made to the A47. Highways England has announced its proposed options for six planned A47 improvement schemes which form the Road Investment Strategy, including dualling between North Tuddenham and Easton.

Market Towns Initiative

We are considering how we can best support our market towns to enable them to flourish and develop. We previously allocated around £25k to help deliver town council-led ideas to encourage visitors and new businesses to the towns. Our Leader has also been meeting with the town councils and we will continue to work with local government partners on initiatives which will support the towns and surrounding areas.

**BRETtenham and KILVERSTONE
PARISH COUNCIL
ANNUAL REPORT**

2016 - 2017

CHAIRMAN'S REPORT

Over the past year, the Parish Council has continued to be frustrated by the slow start to the delivery of the Thetford Area Action Plan. The new non decision making body, the Greater Thetford Development Partnership (GTDP) Board now meets regularly and is developing the Partnership's Aim and Objectives. Presently, these are:

Vision Greater Thetford: an outstanding place with opportunities for all
Strapline Greater Thetford: a destination of choice
Aim Develop Greater Thetford into a thriving, prosperous and attractive place to be
Objectives

1. Revitalise Thetford town centre and improve connectivity to public and other forms of transport
2. Ensure a good supply and mix of quality housing with choice and opportunity for all
3. Improve access to health services and the opportunities for people to adopt healthier lifestyles
4. Seek and lobby for investment and improvement in strategic infrastructure
5. Promote the Greater Thetford area as a 'destination of choice'
6. Encourage business development and enhance education provision to ensure residents can access jobs and skills in close proximity to where they live and to ensure the economic vitality of the town

The Parish Council is actively engaged in the work of the Partnership with seats on the Board and the Communities Sub Group. The other 2 sub-groups, Planning & Projects and Inward Investment are now beginning to come to life.

Thus far there has been no progress on the delivery of building 5,000 new homes to the north of the Thetford in the Parish Council areas of Croxton and Brettenham & Kilverstone. The main problem still to be overcome is the lack of power for both the housing and Thetford Enterprise Park. The other key concern is the lack of investment in primary care facilities in the new development.

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 have completed the informal drafting process and are working towards the formal draft and subsequent consultation beginning in June.

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 by rural communities represented on the Panel, with speeding and heavy goods vehicles particular problems.

The Parish Council as Trustee of The Almshouse Trust has arranged for major alterations to update property Number One. This work is ongoing and has been financed through its revenue budget. Once this work is complete, the house will be as disabled friendly as possible and of a modern standard. The Beneficiary currently in Number Two has been offered the refurbished house and is planned to move in as soon as all works are completed. It is anticipated that similar upgrade will then be made to Number Two. The Trustee is extremely grateful to Kilverstone Estate for their continued support in managing the homes.

The Riverside Path, a joint venture with Thetford Town Council (TTC), was formally opened on 15 February 2016. The path has been extremely popular, in particular, with those requiring wheelchair or other mobility vehicles. However, in March 2017 the Council became aware that 'kissing gates' had been erected at each end of the Ford Meadow section of the path rendering it no longer accessible by wheelchair or other mobility vehicle users. These gates have been erected by TTC with the aim of allowing Ford Meadow to be grazed. The Parish Council wrote to TTC expressing concern about the erection of these gates and suggested that they should be removed and, if grazing Ford Meadow were essential, to erect a simple post and wire fence alongside the path; this has now been agreed by TTC. Separately, the Council has arranged for verge herbicide treatment and cutting to be conducted throughout the summer in order to overcome the problem of overhanging vegetation experienced last year. The cost of this treatment will be shared with the BTO.

The Council is actively seeking a Clerk and is hopeful one will be engaged during the Summer. To this end the Council increased its precept by 5%.

MONEY MATTERS

The following statement represents fairly the financial position of the PC at 31 March 2017 and reflects its receipts and payments during the year.

FY 2016/2017 Accounts

	£		£
Opening balance	23,513.31		
Receipts		Payments	
Precept	4,500.00	PC Expenses (travel)	62.10
Support Grant	6.00	Postage	0.00
Drop Kerb Refund	138.74	Subscriptions	213.20
Interest	5.78	Insurance	545.08
		Audit fees	240.00
		Grounds	
		Maintenance	312.90
		Asset Repair	0.00
		Stationery/Ink	303.85
		Clerk Office	
		Equipment	538.97
		Training	0.00
		Alms Houses Legal	
		Fees	1,842.00
		Website	
		Maintenance	56.39
		JNP Development	326.25
		S137	0.00
Total Receipts	4,650.52	Total Payments	4,440.74
In year net surplus/(deficit)	376.95		
B/F	23,513.31		
Total Cash	23,890.26		
Carried Forward	23,890.26		

Balance Sheet as at 31 March 2017

	2016		2017
	£		£
		Bank	
	12,126.10	Treasurers Account	12,330.10
	11,554.38	Business Instant Access Account	11,560.16
	<u>23,680.48</u>		<u>23,890.26</u>
	23,680.48		23,890.26
Assets	10,688.64		

Notes to the Accounts

1. **Assets** Notice boards (and with drop boxes), Village signs, bench, grit bin, office equipment for the Clerk, Riverside Path furniture and donated Public Open Space at Arlington Way - £10,688 (Based 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 16/17:
 - £8,000 for POS Maintenance
 - £1,000 for Alms House contingency
 - £2,500 for Community 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 £7.57 per head of electorate in 2016/17 for the benefit of people in the area on projects not specifically authorised by other powers

The PC made no S137 payments in FY 16/17.
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 2017 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
A M Poulter OBE
01842 753634

Responsible Finance Officer
M J Engwell OBE
01842 766076

Email: clerk@brettenhamandkilverstonepc.co.uk

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