

BRETtenham and KILVERSTONE PARISH COUNCIL ANNUAL REPORT

2018 – 2019

CHAIRMAN'S REPORT

Joint Neighbourhood Plan The drafting of the Croxton and Brettenham & Kilverstone Joint Neighbourhood Plan was completed during the year and was successfully Agreed by the electorate at a Referendum in January 2019 and was “made” by Breckland District Council shortly thereafter. Copies of the Plan can be found on Breckland District and Brettenham and Kilverstone Parish councils’ websites.

Greater Thetford Development Partnership Board The Board continues to move the programme forward to bring 5,000 new homes and supporting infrastructure to the greater Thetford area and regenerate the whole area covered by Thetford, Croxton, Brettenham and Kilverstone. The new constitution seems to be working better although the function and work of the Communities Sub Group remains to be resolved. Work has started on the new homes with the first 343 underway. However, the requirement for additional power remains despite additional funding of some £7m. The other key difficulties the Board needs to overcome are:

- The provision of a new Primary Care Facility
- Thetford Railway Station improvements
- Completion of the upgrade to Ely junction
- Finalisation of new cemetery facilities although the land has been agreed

Community Governance Review In January 2017, Thetford Town Council sought to extend its parish boundary to include the new Sustainable Urban Extension area (SUE). The review, undertaken by the Community Governance Sub-Committee of Breckland District Council (BDC), concluded that the area south of the A11 and east of the A1065 in Croxton should be taken over by Thetford Town Council but there would be no change to Brettenham and Kilverstone. It is likely the changes will come into force in 2022.

Community Safety The Parish Council continues to be represented on the Safety Neighbourhood Action panel (SNAP) and receives help from the local Constabulary Engagement Officer for Bedingfield and Forest. Crime remains relatively low, and the various Constabulary publications do much to improve confidence and knowledge in the community. The key problem seems to be inconsiderate driving in general and speeding in particular in the rural areas and village.

Riverside Path The Path, which is wheel chair friendly and runs from Arlington Way to Nuns Bridges, was formally opened on 15 February 2016 and continues to be extremely popular. The Parish Council, in conjunction with the British Trust for Ornithology (BTO), maintain the section of the path within Brettenham by herbicide treatment and cutting of the verges during the summer growing season.

Public Open Space An area of the Arlington Way Public Open Space (POS) was left uncut for the last 2 years in order to allow a wildflower meadow to emerge. The resultant wild flowers have been limited to mostly ragwort, nettles, and the occasional viper's bugloss. Consequently, the Parish Council decided to task its contractor to prepare the area by removing the top layer and seeding with a local wildflower mix. This is in the process of maturing and we hope look forward to a better display in future years. Some parts of the knee-rail fencing surrounding the POS have rotted and will need to be replaced. We have agreed a contract to replace the damaged sections of the fence and this will need to be an ongoing process. Maintenance of the POS is currently financed using funds from a Unilateral Agreement (similar to a Section 106) with Abbey Homes. Once these funds have been exhausted the Council will need to use its precept for any further maintenance.

Parish Partnership Bid The prospect of acceptable schemes within the Parish Partnership were raised during meeting in July, which included a crossing of Castle Street at the existing dropped kerbs, a footpath from the Alms Houses through to Tesco/Thetford Garden centre and an extension of the footpath at the start of Arlington Way. Once all possibilities has been investigated, it was deemed that the extension of the footpath was the most logical option. A bid pro forma was submitted to the NCC by the Vice Chairman before the deadline and subsequently a quote was provided by the NCC; this included a specification for the path. Another quote was obtained, but it was agreed to accept the quote from the NCC. The clerk has now been instructed to complete the form and arrange for payment of 50% of the amount quoted.

Precept The Council continues to keep its precept as low as possible but is conscious of the need to ensure its annual running costs are met by the precept and build its reserves to cover the growing community as the development of the new homes begins in the Sustainable Urban Extension (SUE). The FY 2019/20 increase was just 4.9%.

Kilverstone Alms Houses The PC, as the Almshouses' Trustee, has continued its work, started last year, to modernise and remodel the Almshouses. Following the successful modernisation of No 1, attention was focussed on remodelling the very small No2, into a disabled friendly building to bring it up to the standards set in No 1. To that end there has been the addition of a second bedroom, a wet room, and good size living room kitchen-diner all with updated fixtures and fittings. All windows and doors are double glazed and under floor heating is provided throughout. It is hoped that with the lovely view over the fields and church that this will become a great little home for a deserving beneficiary. In the near future, as building works come to a close, an advertising leaflet will be circulated to the parish to make everyone aware of the existence of an additional alms house in Kilverstone and Brettenham. The PC will now considering the possibility of building additional Alms houses to match the local population, which will grow as the new Urban Extension is built.

Local Elections With local elections on 2 May 2019, this report is the last of the present council but the work of the council will continue under the management of the new Council.

MONEY MATTERS

FY 2018/2019 Accounts

	£		£
Opening balance	£ 24,337.69		
Receipts		Payments	
Precept	4,900.00	PC Expenses (travel)	108.00
Support Grant	2.00	Postage	6.96
VAT Refund	125.97	Subscriptions	343.88
Interest (to Mar 19)	5.81	Insurance	554.99
BTO Refund	126.00	Grounds Maintenance	360.00
		Stationery/Ink	199.05
		Clerk Training	156.00
		Clerk Pay, Expenses and	
		Allowances	2,166.70
		JNP Costs	1,212.49
		Rushford Bollards	412.00
Total Receipts	<u>5,159.78</u>	Total Payments	5,520.07
In Year Net Deficit	- 360.29 *		
B/F	<u>24,337.69</u>		
Total	<u><u>23,977.40</u></u>		

Carried Forward **23,977.40**

2018

12,771.75
11,565.94
24,337.69

Balance Sheet as at 31 March 2019

2019

£

Bank

Treasurers Account	12,405.65
Business Instant Access Account	11,571.75
	23,977.40

Assets **£ 10,688.64**

* Clerk Pay of £406.80 and Income
Tax £44.40 not yet presented

The above statement represents fairly the financial position of the PC at 31 March 2019 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, 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 18/19:
 - £11,000 for Community Facilities Development
 - £7,500 for POS Maintenance
 - £1,000 Contingency
4. **Tenancies** The PC has no tenancies
5. **Section 137 Payments** The PC made no S137 payments in FY 18/19.
6. **Agency Work** The PC undertook no agency work
7. **Contingent Liabilities** The PC's accounts for the year end 31 March 2019 do not include a provision for any such contingency.

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.
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 and maintains the POS at Arlington Way under a Unilateral Agreement (similar to a Section 106 agreement).

PARISH CONTACT DETAILS

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Responsible Finance Officer
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