

MINUTES of BRETENHAM AND KILVERSTONE PARISH COUNCIL MEETING
held at the KILVERSTONE ESTATE OFFICE
on Wednesday 22 January 2020 at 1930

1. **Attendance**

The following were present: Councillors Poulter, Engwell, Dawson, Hughes and Holmes-Smith

Apologies were received and approved by the Chairman: Councillors Bick and Wright

In attendance:

Councillor Kybird, Breckland District Council and Councillor Askew

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

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

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

5. **Matters Arising** There were none.

6. **Financial Report:**

a. The Clerk reported the state of the PC's finances and transactions.

Treasurer's Account	
Balance CF at 20 Nov 19 (Last Report):	£ 10,523.74
Payments Out:	
Cheque No. 250 and 251 Void	£ -
Cheque No. 252: Top Garden Services - Grass Cutting Sept	£ 345.60
Cheque No. 253: Clerk Payslip Oct-Dec 19	£ 497.40
Cheque No. 254: HMRC Tax	£ 39.20
Payments Out Subtotal	£ 882.20
Payments In:	
BTO Refund	£ 165.00
Payments In Subtotal	£ 165.00
Balance at 22 Jan 20	£ 9,806.54
Business Instant Access Account	
Balance at 22 Jan 20 (includes interest Dec 19 and Jan 20)	£ 11,576.57
Balance All Accounts at Jan 20:	£ 21,383.11

b. **Audit** Paperwork and timeline will be prepared by the clerk and circulated. Audit

process most likely will remain the same as the previous year.

- c. **Notice boards and Village Signs** Notice boards were discussed and it was agreed that Councillor Holmes-Smith would arrange treatment of all noticeboards. With respect to the Village Signs, Clerk to investigate what options are available and to report at the next meeting.

7. Planning

Chairman

- a. **Planning Applications**
3PL/2019/1276/LB - BRETTEHAM: The application to refurbish Melton Paddocks was discussed and it was agreed that the PC would respond to the planning application with 'No Comment'.
<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2019/1576/LB>
- b. **Joint Neighbourhood Plan** It was reported that the BDC website was still showing incorrect information despite efforts. Councillor Kybird (BDC) kindly agreed to investigate why the made plan had still not been published on BDC's web site.
- c. **Local Plan** A working group has been reconvened and met the previous week. They will now set the terms of reference.

8. **Greater Thetford Development Partnership** It was confirmed that Councillor Bick had been appointed as the second member and Councillor Engwell was appointed Substitute member. Only two public meetings will now be held twice a year, the rest will be non-public. The next non-public meeting will take place on 19th February at 2pm.

- 1) It was reported that the CCGs will be merging on 1st April 2020, however, as discussed previously, Primary Care is still considered in issue by the PC.
- 2) The PC commented on the Thetford Transport Network Improvement strategy and NCC has confirmed these will be included in the current version due to be present to NCC in the Spring. The Highways Agency is responsible for any update to the A14/A11 Junction and Fiveways Roundabout at Mildenhall and this will need to be included in the Road Improvement Strategy (RIS 3) soon for the period 2030 - 2035.
- 3) No update on progress of improving Ely Junction, Thetford Railway Station or new services.
- 4) No update on the Thetford Southern Link Road.

9. Kilverstone Alms Houses

a. Balance brought forward	£9,122.97
Expenditure	
Kybird Builders	£1,634.60
Income	
Rent 4 x £184	£ 736.00
Rent 2 x £410.02	£ 820.04
M & G	<u>£ 39.83</u>
Total	£1,595.87

Balance at 22 Jan 20

£9,084.24

- b. The underfloor heating was discussed at length after which it was proposed and accepted that the control switches would be changed in No. 2 and that a heating towel rail be fitted in the bathroom.

10. Reports by Members

- a. **Environmental and CPRE** Nothing to report.
- b. **Community Safety** Councillor Bick attended the SNAP meeting on 16th Jan. It was reported that the Camera Safety Partnership (“CSP”) paid a visit to Rushford on 9th Jan where two drivers were caught offending. The CSP are due to go back to Rushford this week. With respect to crime there were no updates since the last report. Next SNAP meeting to be held on Thursday 16 April at 11am in Attleborough Town Hall.
- c. **Rural** A member of the public attending the meeting raised the issue of the surface of the A1066 in the PC area stating that the heavy vehicles has caused a deep ridge at its edges causing drivers to swerve and large humps at entrance form the A1066. It is understood that the Highways Authority is considering resurfacing the road in 2020/21 and this would help. For now, further short term repair might be necessary to ensure entrances are safe and usable.

11. Correspondence for information

- a. Email from a resident in Arlington Way regarding a small individual part of POS they wish to use as a parking space. It was put forward that any such use by the resident would be at no cost to the Parish and a peppercorn rent was deemed appropriate. The part of the small POS would have to be returned to the PC in its original state once it was no longer needed. Councillor Engwell to contact solicitors and the resident to enquire about legalities
- b. Email from Mrs Truss, MP for South Norfolk, regarding a new campaign. Post to be placed on the Website.

12. Dates for next meeting

Wednesday 26 February 2020 at 1930 in the Kilverstone Estate Office (Provisional)

Wednesday 25 March at 1930 in the Kilverstone Estate Office (Full)

The meeting finished at 20.35hrs

Minutes agreed:

A M Poulter OBE
Chairman

Date: