

BRETtenham and KILVERSTONE PARISH COUNCIL ANNUAL REPORT

2021 – 2022

CHAIRMAN'S REPORT

Introduction The Coronavirus pandemic has been less of an issue than the previous year with the Parish Council meeting in person for the majority of the year in the Kilverstone Estate Office, by kind permission of Lord Fisher. The PC schedules meeting each month but on the understanding every other meeting is designated "Provisional" and is only taken up if there is urgent business.

During the year one Councilor resigned and, in the absence of more than one candidate, a new Councilor was coopted onto the Council, which continues its work with its allotted 7 councilors.

The Council continues to be conscious of the need to increase its income to cover all running costs and establish a reserve for both contingencies and to be able to contribute to public facilities envisaged in Kilverstone as part of the Sustainable Urban Extension (SUE). The Council's annual accounts are attached to this report.

Greater Thetford-Partnership The Partnership Board continues to move the programme forward to build 5,000 new homes and supporting infrastructure to the greater Thetford area and regenerate the whole area covered by Thetford, Croxton, Brettenham and Kilverstone, with the overall aim to bring prosperity to the region and make the SUE an attractive place to live and work. It is unfortunate that it has not been possible to acquire the land for the envisaged Enterprise Park in Thetford and this will make more difficult to attract new businesses to the area. Sub phases 1A and 1B of the SUE programme to deliver the first tranche of some 1,000 dwellings is well under way, with the construction of a new sub-station to provide sufficient power for the area progressing well.

The GTP manager remains in post and the PC is contributing to the cost. The manager is responsible for the Delivery Plan, as well undertaking other work on behalf of the Board, including lobbying and liaising with other partners and authorities. The Parish Council remains extremely concerned about the Board's apparent focus on Thetford related business and the lack of ramping up its lobbying to get national commitment to resolving some of the strategic impediments to bring investment and prosperity to the area. One of these, the need to improve the A11/14 junction [J38] to allow traffic into and out of north Suffolk and Norfolk to and from Felixstowe without the need to drive through Bury St Edmunds and the A134. Equally, the Ely Junction improvements need to allow regular half hourly services to London and more frequent services to Stansted and the Midlands. The plans to improve Thetford Station, including a new bridge, access and parking are a very welcome step forward.

The Board now has a Programme Plan and this now needs to be refined and the focus of the Board's work to deliver the benefits associated with the SUE programme.

Of further concern is the absence of new primary care facilities to serve the new population of some 12,000 as there are no primary care premises or facilities planned, albeit there is a small provision of about £170k provided in the Section 106 Agreement. The CCG is now finalising its primary care strategy and acknowledges the shortfall provision in the area and is intending to come forward with a longer term plan, probably utilising the Healthy Living Centre in Thetford in the short term and building a new facility in the envisage Community Facility in Kilverstone. The Board has recognised the need for additional burial sites as the Thetford cemetery capacity is limited, as are the local churchyards. Two areas north of the SUE have been set aside for woodland burials but the establishment and management stills needs to be resolved.

Electoral Changes In January 2017, Thetford Town Council sought to extend its parish boundary to include the new Sustainable Urban Extension area (SUE 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 2023. The Joint Neighbourhood plan will need to be modified to reflect this change and consideration given to any policy changes since the Plan was adopted but this will be difficult in light of the delay to BDC's Local Plan review.

In addition, the Boundary Commission has undertaken a review of Norfolk County Council's divisions with the aim of equalising the number of electors (within 10%), retaining the current 50 seats. The result of this review is Brettenham and Kilverstone Parish Council will in a new division, "The Brecks" and this change into force in 2025. Finally, Parliamentary Constituency Boundaries are being reviewed and the second phase of consultation is now has closed. Any changes will come into force at the 2025 Parliamentary Elections.

Community Safety Crime in the Parish remains at a very low level and there were no reports of any serious crimes. The main issues within the Parish have again been speeding vehicles and off- road illegal motor bike scrambling. The Camera Safety Partnership has been active in the Parish and between January 25th and March 25th 24 offences were reported at Rushford. The Parish was unable to purchase and install a Speed Indicator Device with Slow Down (SAM2) as at the time we were unable to comply with highway requirements. All Terrain UK, who are dedicated to responsible and sustainable recreational driving on unsurfaced rights of way, have agreed to help combat the illegal off road motorbike scrambling in the Parish by installing covert cameras where the offences are taking place. This method has has proved successful elsewhere as the camera footage is shared with the police.

In October, our Police Engagement Officer PC Gilluley was invited to our Parish meeting and gave us an overview of the police presence and activities in the area.

The Parish Council continues to be represented on the Safety Neighbourhood Action Panel (SNAP) and the Safer Thetford Action Group (STAG). Due to Covid 19 they have mainly been virtual "TEAMS" meeting with low attendance and of reduced frequency. Police

priorities agreed at these meetings, which effect the Parish, are speeding vehicles and off road illegal motorbike scrambling.

Riverside Path The Riverside Path continues to be extremely well used and popular with residents and visitors alike. The Parish Council continues to contribute to the maintenance of the Riverside Path that lies within Brettenham in conjunction with the British Trust for Ornithology (BTO), with each paying half of the contractor costs. Maintenance work comprises herbicide treatment and verge cutting during the summer growing season.

Path Extension The extension of the footpath at the start of Arlington Way to link with the wheelchair access entrance to the Riverside Path continues to be extremely popular and is much used by parishioners and the public at large.

Public Open Space 1 Some parts of the knee-rail fencing surrounding the main POS have been replaced and there will now need to be an ongoing process of inspection and repair. Annual maintenance comprises monthly grass cutting from May to September with a cut of the wildflower area in September. Maintenance of the POS was being financed using funds from a Unilateral Agreement with Abbey Homes (similar to a Section 106). These funds have now been exhausted and the Council will now need to use its precept for any continuing maintenance.

Public Open Space 2. As agreed in 2020, a part of the smaller POS has now been adapted to provide an additional parking space linked to the drive of the adjacent bungalow. The adaptation was funded entirely by the residents of the bungalow and at no additional cost to the Parish. A suitable lease was agreed and has been paid regularly by the bungalow residents. The residents have, additionally, made some improvements to the appearance of the immediate surrounding area by grass cutting and shrub maintenance.

Precept The Council continues to be 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 22/23 increase was 5%.

Kilverstone Alms Houses The almshouses continue to provide modern housing for the two beneficiaries but following the refurbishment to the 2 homes, issues have become apparent with the underfloor heating and shower draining. Full electrical checks have been conducted and 5 year certificates issued – some remedial issues still remain to be rectified. The finances are in a reasonable state and should withstand unforeseen upkeep demands. The administrative arrangements of the Trust are being reviewed and updated. The continued aim of the trust must be to provide further houses if possible. As Trustee, the Parish Council looks forward to working with tenants both present and future to ensure the best possible accommodation to suit their needs, is provided.

MONEY MATTERS

FY 2021/2022 Accounts

		£		£
Opening balance	£	19,952.11		
Receipts			Payments	
Precept		5,700.00	PC Expenses (travel)	-
Support Grant		-	Postage	-
VAT Refund		165.33	Subscriptions	36.00
Interest (to Mar 22)*		1.18	Insurance	554.99
BTO Refund		157.50	Grounds Maintenance	756.00
POS Rental		100.00	Stationery/Ink	-
50% Shadwell Contr for		1,233.75	Clerk Pay, Expenses and	2,200.31
Village sign			Allowances	
refurbishment				
			Breckland Contribution	500.00
			Village Sign Refurbishment	2,467.50
			Clerk Laptop	389.00
			Internal Auditor Fee	55.00
Total Receipts		<u>7,357.76</u>	Total Payments	6,958.80
In Year Net Surplus		398.96 *		
B/F		<u>19,952.11</u>		
Total		<u>20,351.07</u>		
<u>Carried Forward</u>		20,351.07		
		<u>2021</u>	Balance Sheet as at 31 March 2022	<u>2022</u>
		£		£
			Bank	
		8,371.46	Treasurers Account	8,769.24
		11,580.65	Business Instant Access Account	11,581.83
		19,952.11		20,351.07
Assets	£	10,688.64		

* as of 31.03.22

** as of 09.04.22

The above statement represents fairly the financial position of the PC at 31 March 2022 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 £15,500 for at the end of FY 21/22:
 - £8,000 for Community Facilities Development
 - £6,500 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 21/22.
6. **Agency Work** The PC undertook no agency work
7. **Contingent Liabilities** The PC's accounts for the year end 31 March 2022 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



Chairman
A M Poulter OBE
01842 753634

Responsible Finance Officer
R H I Dawson
01842 762926

Email: clerk@brettenhamandkilverstonepc.co.uk

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

