

MINUTES of BRETtenham AND KILVERSTONE PARISH COUNCIL MEETING
held at the KILVERSTONE ESTATE OFFICE
on Tuesday 12 October 2021 at 1900

1. **Attendance** The following were in attendance: Councillors Poulter, Engwell, Wright, Bick, Hughes and Dawson

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. **Engagement Officer**
 - a. PC Gilluley had been invited to the meeting to give an outline of police presence in the area. PC Gilluley reported that as that she covered 118 parishes in Breckland alone, and in total covered about 200 parishes including King's Lynn, there was an increased presence on social media; in addition, foot beats are being coincided in areas with heavy football in order to meet people;
 - b. Replying to a query about tackling speeding on A1066 and other areas, PC Gilluley made several suggestions:
 - i) Parish Council to attend SNAP Meetings or contact Police
 - ii) Request signs from Highways
 - iii) Involve communities and
 - iv) Team up with another Parish Council

To be discussed more fully at the next meeting
 - c. Scrambling bikes were discussed at length and PC Gilluley suggested that although collaboration happens between different police areas, it was essential that any complaints were recorded, either through the website, an email to Les Maguire or to ring 101 as the police goes where there are reports of antisocial and criminal activity. She reiterated that if there was an immediate danger to anyone, then it was appropriate to ring 999.

PC Gilluley then left the meeting.

7. **Healing Waters**
Ms Imogen Radford introduced herself as an outdoor swimmer and coordinator of 24 different projects that were lottery funded under the umbrella of BFER. She explained that there were many projects in order to introduce people to outdoor swimming, explain

risks, allay any concerns and generally to inform the public as well as organizing different outdoor swimming events. She had been invited to the meeting after she made an urgent request to make use of the meadow by the Weir for an outdoor swimming event, which in the end took place elsewhere. Current projects in Thetford include paddleboarding, collecting stories and doing a survey of historic and future swimming places.

8. **Community Led Housing**

Mr Heaton, Housing Growth Enabling Officer for Breckland introduced himself and his department and proceeded to explain his role in affordable housing either through Rural Exception Sites or Community Led Housing. He explained that cost and lack of appropriate homes are the main drivers in the search for more affordable housing. Affordable housing is allocated according to Brecklands' Allocation Policy, e.g. those receiving care in the Parish get priority as well as those born in the area. There two different types of affordable housing projects that can be used by parish councils in order to provide affordable homes:

- a. Rural Exception Sites are applicable to villages where not much housing is available to local people, plots are no bigger than 15 houses, there is no right-to-buy and homes are provided in perpetuity. If the PC required more housing and wished to make use of Rural Exception Sites, then they were advised to contact Mr Heaton who would mediate in order to find appropriate locations/developers and the PC would be matched up with something appropriate. Finance is achieved through securitization and rent payments.
- b. Community Led Housing can be refurbished, new build or conversion, even environmentally friendly. Some grants are available at various stages and other sources of finance might be available e.g through a building society. The PC would have more control here but would require someone to be actively involved.

Both projects are independent and not for profit but if the PC is interested please contact Mr Heaton or Mr Rik Martin.

9. **Knettishall Heath**

Ranger Norris reported a sharp increase in visitors in recent times, mostly because of the pandemic, which led to increase in antisocial behavior such as 'night racing', raves, bonfires etc. Meetings were arranged with NCC and BDC to talk through the situations and the following was implemented:

- a. A security firm was hired for temporarily, which made a difference in reducing anti-social behaviour.
- b. A permanent ban was introduced on open fires and barbecues.
- c. New refuse bins and trail cameras were installed.
- d. Recently, parking fees were reinstated combined with number plate recognition and the income generated is put towards the facilities.
- e. The closure of the middle car park was decided due to night racing taking place between cattle grids and the great impact parking was having on the heathland.
- f. An overflow car park has been created and substrate space increased.
- g. In order to mitigate an increase in road parking, earth bunds have been created, as well as passing places. Appropriate signage due to go up.
- h. Parking is free between 5-10am, which was particularly welcomed by regular dog walkers.
- i. A Season ticket has been introduced, and will go live on the website later in October.
- j. A catering van will be present Wed-Saturday
- k. Cattle grids have been repaired and now have sound dampeners.

This has led to antisocial behaviour dropping and very little night racing taking place.

- I. **Peddars Way:** The electric fencing was inspected by Benjamin Grapes from NCC and it was concluded that the fence is compliant with policies as are the guard dogs. This was not considered acceptable and the PC to look further into the matter.

10. Financial Report

- a. The following was reported:

Treasurer's Account

Balance CF at 17 August (Last Report):	£	9,972.94
Payments Out:		
Cheque No. 299: R Dawson refund for Printer Cartridges	£	45.99
Cheque No. 300: Void	£	-
Cheque No. 301: Top Garden Services Aug/Sep	£	162.00
Cheque No. 302: Void	£	-
Cheque No. 303: Void	£	-
Cheque No. 304: BHIB Annual Insurance	£	554.99
Cheque No. 305: Fiona Davies Kilverstone Village Sign Refurb	£	1,202.50
Cheque No. 306: Fional Davies Rushford Village Sign Refurb	£	1,265.00
Cheque No. 307: Breckland Contribution GTP Manager	£	500.00
Payments Out Subtotal	£	3,730.48
Payments In:		
Breckland Council – Precept	£	2,850.00
Payments In Subtotal	£	2,850.00
Balance at 12 October 2021	£	9,092.46
Business Instant Access Account		
Balance at 12 Oct 21 (includes interest Sep-Oct)	£	<u>11,581.25</u>
Balance All Accounts at 12 October 21:	£	<u>20,673.71</u>

11. Unity Trust Bank/Internet Banking

After being discussed at the previous meeting it was decided to make a decision on moving to internet banking. Councillor Engwell proposed and Councillor Wright seconded the motion to move to internet banking. This was agreed unanimously.

RESOLVED The PC to move to internet banking.

The Chairman and Vice Chairman to make final enquiries into two other banks to see if their banking services could match Unity Trust Bank's services.

12. **Casual Vacancy/Co-Option**

It was reported that Councillor Homes-Smith had tendered his resignation in writing to the Clerk and Chairman and subsequently a Casual Vacancy was advertised by the Electoral Office, to which there was no response. A suitable candidate had now been identified and deemed qualified to stand as Councillor. Councillor Wright then proposed and Councillor Engwell seconded a motion to co-opt Miss Sarah Exton as a Parish Councillor. This was then carried unanimously.

RESOLVED That Miss Exton be co-opted as a councillor for Brettenham and Kilverstone.

The Clerk presented Miss Exton with forms for signature:

- a. Declaration of Acceptance of Office
- b. Disclosure of Pecuniary Interests; and
- c. A Data Protection detail form.

The Declaration of Acceptance of Office was duly signed by Miss Exton and countersigned by the Chairman and handed to the Clerk. Miss Exton to complete and sign remaining forms within 28 days.

13. **Village Signs**

It was reported that the village signs were both ready and invoices had been issued; the Kilverstone Village sign has now been installed and Rushford Village Sign to follow in due course. Shadwell Estate had committed to refunding the PC 50% of the invoices and an invoice for a refund issued to Shadwell at their request.

14. **HM Lord Lieutenant Plaque**

A letter had been received and was read out by the clerk. It was then reported that the form had been completed and three plaques had been requested, but it was unclear if there would be more than one.

15. **Planning**

- a. 3PL/2021/1319/D: Reserved Matters application relates to Sub-Phase 1b of the consent and seeks permission for 225 dwellings, public open space and associated infrastructure and details relating to layout, scale, appearance and landscaping following outline permission 3PL/2011/0805/O <http://planning.breckland.gov.uk/OcellaWeb/showDocuments?reference=3PL/2021/1319/D&module=pl>

After a brief discussion the PC agreed to 'No Comment'.

- b. 3OB/2021/0047/OB: Modification of S.106 Agreement (Permission Ref. 3PL/2011/0805/O; Thetford SUE) in relation to the Police Beat Base Obligation allowing Police to confirm that the provision is no longer needed <http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3OB/2021/0047/OB>

No further action to be taken.

- c. 3PL/2021/1353/HOU: Proposed Single Store Extension in Rushford. After discussing the location, layout and proposed extension it was agreed that the PC would respond with 'No Comment'.

- d. **Breckland Local Plan** The Breckland Plan is due to be reviewed in accordance with the Inspector's direction when the Local Plan was made. BDC had delayed the review and now intends a partial review but this will have significant implications for Neighbourhood Plans. The Overview and Scrutiny Committee is to meet to discuss this decision on 28 October at Elizabeth House after which the PC should review its JNP.
16. **Greater Thetford Partnership**
No further update, but the next meeting to take place on 9th November.
17. **Kilverstone Alms Houses**
- a. No update at this time due to online banking issues with Barclays.
- b. Due to the resignation of Councillor Holmes-Smith it was proposed and agreed that Councillor Hughes take his place as the contact for the Almshouses.
- c. The following was reported by the resident of Bungalow 2:
- The underfloor heating in is still not working despite in the bathroom various attempts to fix it
 - One of the gutters is blocked
 - A screen has been requested between the wet room and the toilet as the floor gets very wet.
 - The shed in front of No. 1 needs reroofing.
- Kybird Builders to investigate and liaise with Councillor Hughes.
18. **Peddars Way**
Covered under item 9.
19. **Reports by Members**
- a. **Environmental and CPRE** Nothing to report
- b. **Community Safety** Procurement and installation of SAMs was discussed in order to combat speeding in residential areas. Councillor Bick to approach Councillor Askew.
- c. **Rural** Nothing to report.
20. **Correspondence for information**
No correspondence.
21. **AOB**
A letter had been received regarding works being carried out by Anglian Water, however, the distribution of letter appeared to have been limited to only a few residents. Councillor Exton to contact Anglian Water.
22. **Dates for next meeting**
- Tuesday 16th Nov at 1900 in the Kilverstone Estate Office (Provisional)
- Tuesday 14th Dec at 1900 in the Kilverstone Estate Office (Full)

The meeting finished at 9:30pm

Minutes agreed:

A M Poulter OBE
Chairman

Date: