

MINUTES of BRETtenham AND KILVERSTONE PARISH COUNCIL MEETING
held at the KILVERSTONE ESTATE OFFICE
on Tuesday 14 December 2021 at 1900

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

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

2. **Any Declared Matters of Urgent Business** There were none.
3. **Any Declarations of Interest** Councillor Exton declared an interest in item 12.
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 following was reported:

Treasurer's Account

Balance CF at 12 October (Last Report): £ **9,092.46**

Payments Out:

Cheque No. 308: Void £ -

Cheque No. 309: Clerk Remuneration Jul-Sep 21 £ 497.40

Cheque No. 310: Clerk Tax £ 39.20

Cheque No. 311: Top Garden Services Inv 23 for October £ 81.00

Payments Out Subtotal £ **617.60**

Payments In:

Shadwell Estate Share for Sign Refurbishment £ 1,233.75

Payments In Subtotal £ 1,233.75

Balance at 14 December 2021 £ 9,708.61

Business Instant Access Account

Balance at 14 Dec 21 (includes interest Nov & Dec) £ 11,581.44

Balance All Accounts at 14 December 21: £ 21,290.05

- b. **Budget 2022/23:** The clerk had distributed the first draft of the budget, which was

briefly discussed and it was agreed that it would be necessary to continue with an annual to the precept of 5% to start building reserves to fund new facilities once the SUE was nearing completion. Some minor alterations as well as a more accurate idea of inflation was requested and clerk to provide. Councillor Engwell then proposed and Councillor Bick seconded a motion to approve the Budget.

Resolved: to approve the budget.

- c. **Precept** The precept was then discussed and it was proposed that the precept be set at £6,000, an increase of 5% over last year in an effort to stay within the precept and in order to start building up the reserves again. Councillor Engwell then proposed and Councillor Bick seconded a motion to increase the precept FY 22/23 by 5% to £6,000. This was agreed unanimously.

Resolved: to increase the precept by 5% to £6,000.00

7. **New Digital Bank**

Having agreed to move to digital banking various banks were discussed but the only viable option appeared to be Unity Trust Bank. Councillor Engwell proposed and Councillor Bick seconded the motion for the clerk to move the Lloyds Bank accounts to Unity Trust Bank.

RESOLVED The PC to move to Unity Trust Bank.

8. **Planning - Breckland Local Plan/JNP**

Councillor Kybird recommended waiting until the NPPF White Paper had been published before any discussions or meetings took place with regard to the JNP. The Paper is expected to be published in Spring, however, Councillor Kybird to follow up if it has not been published by Easter. The PC will need to review its assumptions in the current plan by 2023 and also amend the area covered to cater for part of Croxton PC moving into Thetford.

9. **GTP**

The Partnership Board met on 9 Nov 21 and was attended by the Chairman and the Vice Chairman, who was deputising for Councillor Bick. The key point to be discussed was the need to contribute to the Transport East Regional Strategy Consultation, highlighting the need for better rail services from Norwich to Kings Cross via Thetford and Cambridge, which should be evenly spaced in each hour and without the need to change. A better rail service to Stansted also need to be considered and be once an hour around the clock. In order for this to be viable, Thetford Station needs better parking, step free access to the platforms and proper facilities on both side of the track. The road strategy needs to emphasise the need for the A11/A14 junction to be modified to allow traffic to head towards Felixstowe from the north and vice versa. This would reduce the heavy goods traffic on the A134 and stop this goods traffic moving through Eleveden and Barnham. The Consultation paper ([https://www.transporteast.org/30 January.uk/public-consultation/](https://www.transporteast.org/30-January-2022/public-consultation/)) is open until 30 Jan 22 and councillors are encouraged to contribute individually and comment on The GTP input by 22 Jan 22. The PC is also going to contribute. There is a web based briefing on 11 Jan 22 at 1800 – 1930, which can be accessed by joining the live webcast at the time of the event via the link in the link above.

10. **Kilverstone Alms Houses**

- a. **Financial Update:** No update at this time due to online banking issues with Barclays.

- b. **Audit:** Councillor Hughes to email Mrs Herries in order to carry out the Audit for the year ending 2021.
- c. **Signatories:** Once Banking issues are resolved, Councillor Engwell and Hughes will arrange for three more signatories.
- d. **Appointment of independent Examiner for FY 21/22**
Councillor Exton to consult with Shadwell accounts for a reference and to report back.
- e. **Future Management Arrangements**
The Council will need to formally appoint a Councillor to manage the Almshouses letting and amend the relevant contract arrangement from the tenants.
- f. **No. 2 Fountain Bungalow**
It was reported that the thermostat had been replaced but the heating still not working property. The following issues still need to be resolved by the contractor:
 - The underfloor heating in is still not working despite in the bathroom various attempts to fix it
 - The water in the bathroom does not drain away due to flooring not being quite right.
 - Flooring very uneven at the joint where the old and the new flooring meet.

After discussion it was decided that Councillor Exton would recommend a known electrician.

11. **Peddars Way**

Clerk to contact Knettishall Heath Warden in order to obtain the list of complaints compiled.

12. **Changes in Shadwell**

Councillor Exton reported the following changes at Shadwell Stud:

- The number of horses at Shadwell and within the business are being reduced and a lot are being sold off
- A number of buildings and yards will not be used for their original purpose, so may require Shadwell to investigate alternative “non-equestrian” uses.
- Much of the accommodation on site has occupancy clauses restricting those living in those houses to be employed on Shadwell or by Shadwell in some way. This might mean a future request to the council to allow people no longer employed on or by Shadwell to be able to live in these houses.

Councillor Exton to update as necessary.

13. **Community Led Housing**

Meeting including Community-Led Housing Officer, Mr R Martin, and the Chairman and Vice Chairman took place. The PC then discussed the matter and agreed that it was essential to establish whether there was a need for Community-Led Housing. Chairman to consult with the BDC Leader.

14. **Reports by Members**

- a. **Rural, Environmental and CPRE** Nothing to report
- b. **Community Safety**
 - i. The latest newsletter from PC Gilluley had been received and has been added to the website.
 - ii. Procurement and installation of SAM2s had been discussed at the previous meeting in order to combat speeding in residential areas.

Councillor Bick had approached Councillor Askew about possible funding opportunities, however, it became unnecessary as we were unable to comply with highway requirements and rules. Borrowing another Parish Council's SAM2 was not considered. Using SAM2 would require training in downloading and using the software which comes with the SAM2.

- iii. There is a website called "streetcheck" which enables you to see what crimes have been committed in the vicinity of your area. It has a real time lag of 2 months and gives figures for a 1 mile radius of a post code. This works for Kilverstone and Brettenham but not for Arlington Way as a 1 mile radius would cover much of Thetford."
- iv. Speeding and motor bikes are still an issue.

15. **Correspondence for information**

No correspondence.

16. **Dates for next meeting**

Tuesday 10th Jan at 1900 in the Kilverstone Estate Office (Provisional)

Tuesday 8th Feb at 1900 in the Kilverstone Estate Office (Full)

The meeting finished at 8:30pm

Minutes agreed:

A M Poulter OBE
Chairman

Date: