

1. **Attendance** The following were present: Councillors Engwell, Bick, Hughes, Wright and Exton

Apologies were received and approved by the Vice Chairman: Councillors Poulter and Dawson

Apologies were also received from: Councillors Kybird and Chapman-Allen (BDC)
2. **Any Declared Matters of Urgent Business** The A1066 was discussed as there appeared to be an increase in the number of accidents occurring since the road was re-opened after works done. Councillor Exton to report to Highways.
3. **Any Declarations of Interest** Councillor Exton declared a possible interest in item 9a.
4. **Minutes of the Meeting** These had been circulated previously, were agreed and duly signed by the Vice Chairman.
5. **Matters Arising** There were none.
6. **Financial Report**
 - a. The following was reported:

Business Instant Access Account

Balance at 30 Nov (includes interest Oct & Nov 22) £ 11,584.72

Balance All Accounts at 30 November 2022 £ 23,198.13

- b. **Brettenham Village Sign** The Clerk reported that the artist, who had refurbished the Village Signs had been contacted and that she would assess the damage and, if agreed by the council, would repair the sign on the spot for an amount not exceeding £100. This was agreed unanimously.
7. **23/24 Budget** The budget was discussed at length including the predicted increases done to the current high rates of inflation. Clerk to adjust the annual increases to mostly 5% rather than the usual 2% and re-circulate budget. The refurbishment of the notice boards was also discussed and it was decided that the £500 budgeted for 'small repairs' could be used for that.
8. **23/24 Precept** The precept was then discussed at length. Whilst it was agreed that the current rate of inflation would result in an increase in costs in most areas, councillors considered that they should not pass this on to parishioners in these difficult times for most households. Councillors recognised that although the parish element of Council Tax was a very small proportion of the overall sum, this would be an affordable and appropriate gesture. It was therefore proposed that, for the next year only, the precept remain at £6,000 annually, with no increase over last year. It was argued that any reserves could be added to in the following year. Councillor Engwell then proposed and Councillor Bick seconded a motion to keep the precept FY 23/24 £6,000. This was agreed unanimously.

Resolved: For the precept for 2023/24 to remain at £6,000.00

9. Planning

- a. **Breckland Local Plan** Breckland District Council will be holding a presentation and discussion meeting about the next stage of the Local Plan Update on 20th December so the Chairman and Vice Chairman will attend.
- b. **JNP Review** The Vice Chairman reminded all that at the very least the map would have to be updated following the change of the Croxton Boundary in the Spring. Clerk had circulated information on government grants and it was clarified that the lead Parish would make the bid and then this grant would be matched by Breckland. Clerk to confirm details as to payment of the grant. The Vice Chairman of Croxton Parish Council has now been nominated as their representative for the JNP review.
10. **Greater Thetford Partnership**
The following was reported:
- A bid had been submitted for a new footbridge at the station and for the existing footbridge to undergo remedial work Nov-Jan. Enhanced facilities to include another ticket office, parking and refurbishment and repurposing existing

- building.
 - Initial plans were discussed for the use of the Healthy Living Centre and the possibility of extending its car park.
 - Various options given for A11 junction and the roundabout, however, an in-depths modeling to be conducted on the options.
11. **Kilverstone Alms Houses**
- a. **Financial Report** Income from M&G was £28.97 and rent was at £1,556.04. Outgoings were ICO fee of £35 and ACW Builders' invoice for fixing a water leak in the amount of £180.
 - b. **Maintenance** The following was reported and these issues are being addressed:
 - Residents Handbooks is being updated as it appears to fall short of requirements, e.g. no next of kin information or contact details for emergencies.
 - There is no master set of keys for No. 1
 - Bungalow 2 has no building certificate for the work carried out there and BDC will not issue one until issues have been dealt with and Councillor Hughes is in the process of dealing with this. Bungalow 2 also has no functioning underfloor heating and currently the bungalow is being heated by fan heater and two oil-filled radiators until the underfloor heating can be resolved. A letter is being prepared to address the above issues through a meeting with the original contractor
 - Bungalow 1 now has a key for the electric meter box but has not yet received the government vouchers due to incorrect contact details. Councillor Hughes to keep contacting Shell Energy until this too has been resolved.
 - Shed at no. 1 no longer fit for purpose so needs to be repaired or replaced.
 - Ceiling needs to be made good at no. 2 following the water leak
 - Pothole has developed at the entrance of the drive.
12. **Reports by Members**
- a. **Environmental and CPRE** Nothing to report
 - b. **Community Safety/SAM2** An agreement was reached with Thetford Town Council to share their SAM2 with the PC; contact made with NCC Highways to arrange a site meeting for placement of the SAM2. Once this has been decided, Thetford Town Council will be contacted regarding a demo of installation, data download, battery charging etc. for the PC. The minimum requirement is 7 people and the only cost incurred would be for the post for the SAM2 to be mounted on.
 - c. **Rural** Nothing to report.
13. **Invitation to meet Liz Truss** A letter by email had been received by the clerk and circulated by the clerk asking to come to local meetings to meet Parish Councils. Clerk to provide the sender with details of the PC as requested in the letter.
14. **Correspondence for information** No other correspondence.
15. **Dates for next meeting**
- 10th January 2023 at 1900 in the Kilverstone Estate Office (Provisional)
- 7th February 2023 at 1900 in the Kilverstone Estate Office (Full)

The meeting finished at 20.30

Minutes agreed:

M Engwell OBE
Vice Chairman

Date:

DRAFT