

MINUTES of BRETENHAM AND KILVERSTONE PARISH COUNCIL MEETING
held at the KILVERSTONE ESTATE OFFICE
on 12th September 2023 at 1900

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

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

Also in attendance: Councillor Kybird

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, and Councillor Skirving and Councillor Hughes seconded the motion to sign the minutes.

RESOLVED: To adopt the minutes and these were duly signed by the Chairman.

5. **Invitation D-Day 80th Anniversary 2024**

The 80th D-Day Anniversary in 2024 was briefly discussed as follows:

- a. Where was the most appropriate location for the event? Arlington Way was considered to be the most obvious as it had space for the event and was the most populated part of the Parish.
- b. Councillor Kybird, as Head of the Thetford British Legion, offered to make enquiries if any surviving members of the armed forces would be available to attend.
- c. Need to consider an appropriate VIP principal guest as well as including the younger generation in the celebrations.
- d. Councillor Hughes to enquire about someone (perhaps RAF Honington) to play the last post.
- e. The Clerk to confirm whereabouts of the beacon and modifying it to be suitable for D-day 80.
- f. The Chairman invited councillors to consider volunteering to be the Project Officer.

6. **Financial Report**

- a. The following was reported:

Treasurer's Account

Balance CF at 11July (Last Report):	£	12,307.26
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Payments Out:

Chq 350: R Vincent - notice board refurbishment	£	440.00
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	£	440.00
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Payments In:

POS rent	£	100.00
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Payments In Subtotal	£	100.00
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Balance at 12 September 2023	£	11,967.26
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Business Instant Access Account

Balance at 12 September (includes interest Jul-Aug 2023)	£	11,641.55
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Balance All Accounts at 12 September 2023	£	23,608.81
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- b. **Asset Register** Clerk to recirculate.

7. Planning

- a. **Breckland Local Plan** – no further updates other than that an advisory update on the stone curlew has been published by the cabinet as well as a few more restrictions to the National Planning Policy Framework.
- b. **JNP Review:** The JNP was briefly discussed. JNPs amendment to the change of Croxton’s Boundary to be confirmed as having been incorporated. Clerk to confirm with Croxton PC that they had completed and submitted an amendment for consideration by Breckland DC. A further review could be conducted once the revised Local Plan is imminent.
- c. **Planning Application:** [3PL/2023/0663/HOU](#) A brief discussion followed regarding the planning application and it was decided that the Clerk would comment formally on behalf of the PC with further suggestions for improvement
- d. **Planning Application:** [3NM/2023/0075/NMA](#) Robust comments had been made on this application suggesting that the high density gets relocated within Thetford, however, further comments will be provided.

8. Greater Thetford Partnership

- a. Pigeon briefed the GTP Board about their request to move elements of Phase 4 into Phase 1. The Chairman responded by stating that these plans would introduce a major part of the building programme within Kilverstone which would include the highest buildings and the most densely populated area of the entire SUE. The Chairman also stated that the plans, described by Pigeon as “Formal Urbanism” were completely inappropriate for a rural parish and reminded the Board that the boundary between Thetford and Kilverstone remained along the Norwich Road following a relatively recent boundary review. In response Thetford Town Council advised that they were actively considering instigating a ‘Community Governance Review’ (CGR) to look again at the town/parish boundaries. The Board Chairman, Cllr Chapman Allen reminded the meeting that, as there was a District Boundary Review in progress, a CGR could not happen until this had been completed (probably in 2025).
- b. The GTP Manager would be talking to the PC about cycling and walking routes.
- c. Any improvements to the train station would need the provision of additional car parking which would be dependent on the Town Council as they own the land.

9. Kilverstone Alms Houses

- a. Invoices were received from Peter King Electrical to repair a faulty socket in Bungalow 1 for £93.60.
- b. Kybird Builders to change the floor joints in Bungalow 2 - £240.00 + VAT.
- c. A maintenance review was carried out for both bungalows on 3rd August, which can be obtained from Councillor Hughes.
- d. Quote received from Houseproud for the fixing of the shed for £1,575, however, it might be an alternative to just replace it with a good quality wooden one.
- e. The Beneficiary in Bungalow 1 was asked to remove a large number of items from the hallway as it was obstructing the fire exit but this will need to be re-checked periodically.
- f. A quote has been requested from ACW builders to fix the leak in the shower hose, replacement of mirror and razor socket, kitchen tap and wet room plug.
- g. Moss clearance and other odd jobs are still required.
- h. Kilverstone Estate have removed the vegetation blocking the view at the exit.
- i. Kybird Builders have returned the original heating controls for number 2 and PDH Electrical have been to the site to see if they can sort the heating out and also quote for an infrared heater for the wet-room. Councillors Engwell and Skirving attended as well and reported that PDH have now been instructed to replace the thermostat controls and retest the underfloor heating in each area and report back as to its condition and ongoing viability.

j. Finance

Balance at the last meeting	£36,802.21
Rent	<u>£ 1556.04</u>
Sub Total	£36,802.03

Outgoings

Management Fee	£ 1,049.05
Kybird Builders	<u>£ 1,278.04</u>
	£ 2,327.09

Balance as at 25.08.23 **£36,031.16**

10. Reports by Members

- a. **Rural** It was reported that locally farmers have set up an organisation to promote environmental farming. It is called BFWN which stands for Breckland Farmers Wildlife Network . A website has been created if anyone is interested in looking at it . The aim is to promote a better environment for wildlife by putting in cultivated margins round the edges of our fields which are rich in various plants and invertebrates. They have also been selected for a two year DEFRA project to look into Landscape Recovery which the government is actively promoting . This will look at several aspects of nature conservation and how it aligns with food production.
- b. **Environmental and CPRE** Nothing to report
- c. **Community Safety** Since signs were put up on the A1066 and the bumps at the bottom of the lane been rectified there have been fewer accidents. Crime was very low, as just one recorded in both June and July. The Police and Crime Commissioner annual Police Budget consultation available on line for comment on www.norfolk-pcc.gov.org until 24th November. The STAG meeting was held on 7th September but Cllr Bick was unable to attend. Unfortunately no notes are available from any of these STAG meetings.

11. Correspondence for information

- a. An email had been circulated regarding a NALC event on 4th October regarding several matters including the D-Day anniversary. Councillor Skirving agreed to attend as well as a briefing by NALC on 19th September.

12. Dates for next meeting

- 14th November 2023
- 9th January 2024
- 12th March 2024

The meeting finished at 20:05hrs

Minutes agreed:

M Engwell OBE
Chairman

Date: