

MINUTES of BRETENHAM AND KILVERSTONE PARISH COUNCIL MEETING
held at the KILVERSTONE ESTATE OFFICE
on 21st March 2023 at 1900

A Minute silence was held in remembrance of Councillor Poulter.

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

Also in attendance: Councillors Chapman-Allen and Kybird

Apologies were received and approved by the Vice Chairman: Councillors Bick

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. **Elections** The Vice Chair introduced a resident of Arlington Way who was interested in joining the PC and reminded all that the nomination forms had to be hand delivered after the 24th March by the 4th April 4pm. Councillor Exton will deliver the forms the week of the 27th March as all forms of those present, were duly completed, signed and witnessed.

7. **Financial Report**

a. The following was reported:

Treasurer's Account

Balance CF at 7 February (Last Report): £ 11,205.11

No Payments in or out

Balance at 21 March 2023 £ 11,205.11

Business Instant Access Account

Balance at 21 March (includes interest Feb & March 23) £ 11,603.70

Balance All Accounts at 21 March 2023 £ 22,808.81

8. **Planning**

a. **Breckland Local Plan**

A 68-page document has now been produced with comments and questions. The Vice Chairman proposed that councillors read the papers and then a response will be

discussed at the next meeting. Councillors having specific answers to the pro-forma questions or other comments or inputs to the discussion paper to submit them to the Vice Chairman/Clerk for a draft PC reply to be prepared

b. **B&K JNP Review**

The Vice Chairman has contacted Andrea Long to change the map as that is considered the most immediate need. As the map change affected only the Croxton/Thetford boundary, the Clerk would invite the chairman of Croxton to agree this change with Breckland who will make the formal amendment.

9. **Greater Thetford Partnership**

No other updates, however, it was reported that the GTP Manager was resigning in May; Councillor Chapman-Allen confirmed that the position would be filled. Councillor Kybird reported that 80% of the suggestions for the GTP had been taken forward.

Enterprise Park was discussed at length, but again, no real progress and is ongoing issue.

10. **Kilverstone Alms Houses**

a. Opening Balance 27.1.23 £32,850.17

Income since February

Rent £778.02

Outgoings

ACW leak no. 2 £184.00

Funds in hand at 21.03.23 £33,448.19

b. The following was reported:

- The tenant in bungalow 1 has provided a spare key which will be kept in the Kilverstone Estate Office for emergency access.
- A meeting between Kybird Builders and the building inspector has taken place and new hinges have been ordered; Councillor Hughes has requested an update.
- Once a building certificate has been issued another meeting with Kybird will be arranged to discuss the works that they agreed with former Councillor Holmes-Smith as well as possible repairs and payments for these.
- Moving forward the issue of the underfloor heating will be looked at again, possibly using PDH Ltd or another specialist company.

11. **Reports by Members**

a. **Environmental and CPRE** Nothing to report.

b. **Community Safety** Councillor Bick had reported via email that one crime in the parish was reported in January, theft of a bicycle. Norfolk Highways have been contacted regarding the accidents on the A1066 but it did not meet their criteria to investigate; another accident has occurred in the area so they will be contacted again. Clerk to contact Breckland to obtain contact details of the Highways Engineer.

- c. **Rushford Traffic Survey** The data which showed the % of drivers exceeding the speed limit could be used to encourage the Safety Camera Partnership to attend on a more regular basis.
- d. **SAM2** Currently this is not being actively considered.
- e. **Rural** Nothing to report other than continued accidents on the A1066 as covered under item 11.b.

12. **Correspondence for information** There was none.

13. **Dates for next meeting**

Friday 14th April at 1900 in the Kilverstone Estate Office (Full)

Tuesday 9th May at 1900 in the Kilverstone Estate Office (Annual Full & APM)

The meeting finished at 20.00hrs

Minutes agreed:

M Engwell MBE
Vice Chairman

Date: