

MINUTES of the BRETtenham AND KILVERSTONE PARISH COUNCIL
ANNUAL PARISHIONERS MEETING
held at the KILVERSTONE ESTATE OFFICE
on Wednesday 16 May 2019 at 1830

1. **Welcome** The Chairman welcomed everyone and thanked them for attending
2. **Attendance** The following were present:

Councillors Poulter, Engwell, Wright, Holmes-Smith, Dawson, Hughes

Also in attendance: Councillor Stephen Askew NCC Member for Guiltcross and Councillor Robert Kybird, Breckland Council, Forest Ward

There were no Parishioners present.
3. **NCC – Annual Report** Councillor Stephen Askew, Guiltcross Division NCC, presented his report at Attachment 1. The Chairman then expressed his thanks for the approval of the bollards in Rushford and expressed a general thanks for all the work that Highways have done in order to improve the safety of the A1066. However, the following was reported:
 - a. The C149 undulates rather badly and a request was made for it to be levelled.
 - b. There is currently no sign indicating the turn off to Brettenham and/or Kilverstone from the A1066. Only a sign for Shadwell. A request was made to have this rectified.
4. **Knettishall Heath Annual Report** The Clerk presented the Knettishall reports at Attachment 2.
5. **BDC – Annual Report** Councillor Kybird's report (Forest Ward, BDC) is at Attachment 3. Councillor Kybird asked about ownership of the Open Space east of Melford Bridge and the chairman confirmed that it was owned by Breckland District Council. The possibility of developing the old railway station at the start of Arlington Way was discussed; it was concluded that, unfortunately, as it is privately owned and due to the contamination of the site, this was unlikely in the short term. The Vice Chairman advised Councillor Kybird that this site was specifically mentioned in the JNP.
6. **B&K - Annual Report** Councillor Engwell presented the PC's Annual Report. He also updated the meeting on the present state of the Riverside Path and the green space.
7. **Community Safety Annual Report** The Clerk presented the Community Safety Annual Report at Attachment 5. Chairman will arrange for PC Gilluley to talk to the PC. It was noted that there had been no reference to the loss of PCSO.

8. **Questions from Parishioners** There being no questions from Parishioners, the Chairman thanked everyone for attending and closed the meeting.

A M Poulter OBE
Chairman
Brettenham and Kilverstone Parish Council

Attachments:

1. Councillor's Askew NCC Report
2. Knettishall Heath Report
3. Councillor Kybird's BDC Report
4. Community Safety Annual Report

DRAFT

Kilverstone & Brettenham NCC Annual Report 2019

Locally, apart from individual constituent's casework, I met with your chairman to discuss various highways matters. I have lobbied with some vigour for certain improvements and have had limited success but I feel reasonably pleased with what has been achieved, even though some of it has yet to be undertaken.

Below is one of the emails received from Kevin Allen at NCC Highways who investigated the concerns raised.

The PC considered the proposed action by Highways and accepts the argument, reluctantly, that there should be no speed limit imposed at present. It was not persuaded by the refusal to add double white line marking on this stretch because of the white line guidance contained in the Traffic Signs Manual, kindly produced by Kevin Allen. We note that chapter 5 states that this guidance does not require formal authorisation and is left to the discretion traffic authorities!

KA Response: It is true that the statutory legal instrument regarding traffic signs and road markings is Traffic Signs Regulations and General Directions 2016 rather than the Traffic Signs Manual. Nevertheless, the Traffic Signs Manual does represent official Department for Transport best practice guidance in how to apply the Regulations and is used extensively across the whole of England and Wales. In the event of any legal challenge, a Local Authority would therefore have to demonstrate a sound evidence based reason for not complying with the guidance provided in the Traffic Signs Manual. Hence, the Traffic Signs Manual is the cornerstone for how we design traffic sign and road markings schemes.

C147 Turn The Rushford bend is notorious for its danger, as east bound traffic turning right onto C147 cannot see the oncoming the [derestricted] traffic until it is committed to the turn. The approach is uphill and the A1066 bends to the left and visibility is restricted by Southwood Lodge. However, there are double white lines on this section albeit they are not long enough to prevent attempts to overtake close to the bend. The exit from C147 onto the A1066 is easier to westbound traffic but that using the right hand fork of the traffic island has its westward view restricted by the island and traffic signs.

KA response: You are correct that visibility is restricted around the bend and is the reason for the existing double white line (DWL) system. I've checked the length of the DWL system and this extends 140m west of the bend and 170m northeast. For traffic speeds of up to 60mph the DWLs should continue until a driver's forward visibility exceeds 150m. Therefore, the length of DWL to the west is marginally sub-standard. I will flag this up with our maintenance team with a view to reviewing the length of white line when the road is next re-surfaced. I also take your point about the chevron signing potentially obscuring sideways visibility to the right when leaving the junction. I will request that one of my team visits the location when they are next in the area to assess this in detail. It may be that raising the chevron signs can improve the situation. In addition, we are improving advance warning signing on approach to the bend/junction as part of our A1066 Route Safety Scheme proposals.

The exit from Nursery lane has a very restricted view caused by a tree with a TPO on it. If this tree cannot be felled, then more consideration should be given to other ways to make the exit much safer and the PC has discussed this on several occasions over the years with Highways but to no avail.

KA response: This tree is programmed to be removed in February 2019 as part of the A1066 Route Safety Scheme.

C149 Turn This turning to the north from the A1066 is also on a bend which looks very insignificant on a map but in fact is also deceptive. Turning off the A1066 is bad enough in the face of high speed and large traffic but turning onto the A1066 is much more problematic as C149 on its approach to the A1066 is on a

sharp upward incline and is very narrow. The junction is not protected by double white lines and certainly should be.

KA response: The level of forward visibility at this location is above that for which a DWL system can be considered. However, as part of the A1066 Route Safety Scheme we are providing central hatch markings through the junction. This helps to raise the conspicuity of the junction and discourages unsafe overtaking.

C150 Turn This turn to West Harling is only a slight bend to the left but it sits on a large bend on the A1066. Sight lines are very restricted by foliage, which should be cut back and kept so. The turning off the C150 onto the A1066 is supported by a traffic island but this is covered in trees etc, hiding the oncoming traffic. This junction is protected by double dotted white lines but these should be made full continuous white lines to prevent overtaking.

KA response: The level of forward visibility at this location is above that for which a DWL system can be considered. However, as part of the A1066 Route Safety Scheme we are cutting back verge-side vegetation at this location to improve sightlines.

I committed £1,037.00 of my 2018/19 Member Budget to causes related to Kilverstone, Brettenham & Rushford listed below.

Traffic Survey - £225.00

HGV Signs - £400.00

Bollards - £412.00

The 2019/20 budget

In February 2019 Norfolk County Council agreed a £409 million revenue budget for 2019-20.

This budget is balanced, is robust and allocates resources across Norfolk's people and communities in the best way possible while protecting the frontline services the people of Norfolk rely on.

The Council's Government funding has reduced by a total of £204m between 2010/11 and 2018/19 and its revenue support grant will fall from £39m to zero in 2020/21. During this period, the council has made savings of £364m, including efficiency savings of £246m. This has resulted in the difficult but necessary decision to increase the County Council's share of Council Tax by 2.99% this year.

The key points of the budget are:

- A £409m net revenue budget – representing the Council Tax income which contributes to running the council and its services
- The Council's share of band D bills will rise to £1,362.24 from April.
- Savings of £31.6m in 2019/20, rising to a total of £79.4m over the next three years
- Examples of increased investment from April include £6m to address growing demand on adult social services, and £14.5m to tackle pressures on the looked-after children service

Infrastructure

£12.7m road improvement schemes nearing completion

In November 2018 Norfolk received an additional £12.694m from the Government to spend on road maintenance.

To date 125,000m² of worn out highway surface has been removed and replaced with 26,600 tonnes of brand new asphalt.

Funding success for Greater Norwich transport bid

Greater Norwich has been awarded £6.1m by the Department for Transport, following a successful bid in the first round of Transforming Cities funding.

Transport for Norwich put forward eight sustainable transport schemes and applied for a £7.3m contribution from the £60m pot. Of these, six were awarded money.

For more information about the project and full details of the newly-funded projects, please visit www.norfolk.gov.uk/transformingcities.

Delivering the Western Link

The County Council is proposing to create a Norwich Western Link to improve travel between the A47 and Broadland Northway (formerly the Northern Distributor Road) and tackle transport problems in the area.

The council published four shortlisted options for a Norwich Western Link - three new dual carriageway roads and a single carriageway upgrade to the B1535

The council is aiming to start construction on the Norwich Western Link in late 2022.

For more information about the project visit www.norfolk.gov.uk/nwl.

Norfolk ranked fourth in national highways and transport survey

Norfolk has been ranked fourth out of 28 similar councils in a national independent survey which looks at satisfaction with highways and transport services.

The highest scores for the county were for traffic levels and congestion, and the condition of roads and footpaths. These are all things that people consistently say are important to them and in which Norfolk is ranked strongly compared to other councils.

Altogether 113 local authorities signed up for the 2018 survey. Out of the 28 county councils and larger unitary authorities in the peer group, Norfolk ranked in the top 10 for:

- Condition of highways
- Highway maintenance
- Public transport info
- Ease of access (for disabled people)
- Local bus services
- Community transport
- Pavements and footpaths
- Cycle routes and facilities
- Traffic levels and congestion
- Management of roadworks
- Traffic management

£11m boost for broadband in Norfolk

Thousands more homes and businesses in Norfolk will be able to access Superfast Broadband thanks to Norfolk County Council securing an extra £11m funding.

Currently 92% of homes and businesses have access to download speeds of 24Mbps+ per second. The Better Broadband for Norfolk (BBfN) programme is set to deliver 95% coverage across the county by the end of March 2020, but the council is not content to stop there.

BBfN rollout started in July 2013 when 42% of Norfolk properties had access to Superfast broadband. The new contract is expected to be signed early this year (2019).

To find out if superfast broadband is available in your area, visit www.betterbroadbandnorfolk.co.uk.

Full Fibre boost for Norfolk businesses

Norfolk County Council secured £8m from the UK Government Digital, Culture, Media & Sport department's Local Full Fibre Network (LFFN) fund.

The £8m funding is part of an £11m programme to upgrade more than 370 of Norfolk's public-sector buildings to the latest ultrafast connection speeds. It will enable 230 schools, 108 Norfolk County Council Corporate buildings (including 38 libraries) and 34 fire stations to be upgraded to gigabit (1,000 mbps) fibre internet connections within two years.

Norfolk businesses can also apply to a voucher scheme that will provide up to £2,500 per business to fund their connection and pay the first-year running costs.

Great Yarmouth Third River Crossing

Norfolk County Council has awarded the contract for Great Yarmouth's Third River Crossing to BAM Farrans – a joint venture between two construction industry leaders.

Following a competitive tender process, BAM Farrans will now be working with the project team at the county council to finalise the detailed design and construction requirements for the bridge.

So far, £98m of funding from the Department for Transport has been awarded to Norfolk County Council towards the anticipated £120m cost of the project.

For more information about the Third River Crossing, please visit www.norfolk.gov.uk/3rc.

Caring for the economy

NCC approach to improving mobile phone signals recognised as national best practice

Norfolk County Council has received national praise in Parliament for its approach to improving mobile phone signals in the county.

The Council's Digital Innovation and Efficiency Committee commissioned a survey earlier this year on mobile signals across the county. The results were used to create an interactive map and more than 200 council owned sites have now been identified in areas of poor mobile reception. These are being offered to mobile operators as potential sites for new masts.

Caring for children and families

New Early Childhood and Family Service

This year we launched our new Early Childhood and Family Service. We believe this will have greater reach to those more isolated children and families in need of help and advice, through increased local support, easier to access information and crucial outreach work while continuing to deliver services previously offered.

This commitment means adapting the way we deliver services in response to the changing needs of Norfolk's children and young people. This transformative approach is one we are implementing across all our services.

We will be moving, not removing, some services into libraries, nurseries and community centres, alongside our 15 new service bases. Crucially, this more efficient use of infrastructure means money can be invested on delivering the services that we know are needed and valued by you to a greater number of children and young people, across Norfolk.

£120m investment special school places

Norfolk County Council will be investing £120m in special educational needs and disabilities (SEND) provision in the County

In March 2019 we secured Government funding of up to £17m to build a new 170 place school in the county for children aged 3-19 with complex needs.

We proposed plans to create more than 500 extra school places, in four new special schools plus specialist bases at mainstream schools.

We have approved an initial investment of £4.8m in the current financial year, to allow the first phase of work to begin as quickly as possible.

A new special school, specialising in social, emotional and mental health, is likely to be the first project to get underway. The school will be developed on the former Alderman Swindell School site, in Great Yarmouth.

New homes for care leavers open after £5m investment

The first of 11 homes for Norfolk's care leavers has opened this year, following £5m of investment from Norfolk County Council.

The County Council has worked with young people to make sure that the accommodation meets their needs and four of the homes are now finished.

When finished there will be a total of 25-30 beds across the 11 properties.

Without the new properties the young people would need to live in residential care or in placements with another provider, at a cost of up to £6,500 per week. The new homes ensure they have the right support, are able to learn to live in communities in a supported way and reduce the overall cost to the Council.

Adult Social Care

New services to help ensure no lonely day in Norfolk

People affected by loneliness and social isolation in Norfolk can now turn to a comprehensive range of new services for help and support.

The new services include a county-wide network of "Life Connectors" who work directly with people to provide coaching, practical advice and support to help people make and maintain relationships and strong links within their community.

The new services include outreach, promoting volunteering opportunities and benefits, asset mapping and addressing rural issues such as transport and use of technology in order to support people to become and stay well-connected in their local area.

Celebrating the launch of the Carers Charter

The Carers Charter was launched on 30 November at County Hall.

The event coincided with Carers Rights Day, a national campaign which brings unpaid carers, organisations and local communities together to help carers understand their rights.

The adoption of the Charter by the County Council is a bold, innovative and radical move designed to improve the lives of carers. They constitute an enormous and largely hidden resource saving the public purse billions of pounds a year.

For more information visit carersmatternorfolk.org.uk

NCC is investing £29m in Housing with Care

This year the council announced £29m capital investment scheme to deliver 3,000 extra homes for older people in Norfolk over the next ten years.

Norfolk requires 2,842 extra care units by 2028.

Increasing the provision of extra care housing to match future demand will deliver approximately £4m gross revenue saving per year.

The Living Well Homes for Norfolk Strategy and Position Statement can be found here (www.norfolk.gov.uk/livingwellhomes)

DRAFT

Brettenham and Kilverstone Annual Parish Meeting, 16th May, 6.30pm

Knettishall Heath, Suffolk Wildlife Trust

September 2018 saw the end of the HLF-funded project to restore heathland at Knettishall Heath, creating a network of heathland and woodland across the site. The contractors finished by creating more bare ground scrapes, encouraging regeneration of the seedbank of heathland-specific vegetation that has lain dormant.



In autumn 2018, river restoration works took place to recreate riffles and flows in the Little Ouse that runs along our border. After years of dredging and straightening the channel, the flow in the river had become slow and with little habitat for fish and invertebrates within. Alongside Blackwater Carr, the wet woodland at the north-west corner of Knettishall Heath, wooden 'mattresses' have been pinned to the bank. They serve multiple purposes: manipulating the flow, head-starting regeneration of vegetation and providing habitats for invertebrates and fish nurseries. By having more variety in the flow of the river, vegetation can exist (providing more habitats for fry and invertebrates) without becoming dominant – chunks break off in areas with increased flow. Within a day or two, the pondweed that was covering the river, indicative of standing water, had mostly gone.



As part of this work, a flow pipe connecting the river with Blackwater Carr was installed, with hopes of holding back water in the woodland at times of high flow. The low water table has been a problem for this area of the reserve for some time – the ‘wet’ woodland is noticeably dry.

Now that the HLF project is over, the work is far from complete. Now, the areas that have been opened up for heathland must be maintained. Over the past winter, volunteers have removed a great number of birch saplings from the heath and continued with the thinning of a line of trees that was breaking up the continuity between wood pasture and heathland. Such connectivity is a fundamental goal for this site, as it is so important for many species.

The benefits are already being reaped: white admiral butterflies had ‘leap-frogged’ to another glade on the site that had been opened up since SWT started work on the site. Skylark breeding pairs were up to 10 last year (in the areas that were monitored) and there was one possible woodlark breeding pair.

The Exmoor ponies, now numbering 19, continue to be contributing hugely to the structure of the site. They graze, take dust baths and dung in different areas, resulting in different ages of vegetation. They give enough disturbance to keep areas of the heath young and ‘fruitful’, while allowing others to age, producing more habitat variety.

Over the coming months, we will be continuing the bank restoration work that we started alongside the dipping platform in spring 2018. In areas, the bank was eroding substantially, encroaching onto the path. To give the bank more stability and a headstart for vegetation, faggots were pinned between chestnut posts



and earth dropped on top to cover it.

Another focus over the winter and this spring for us has been a trial of Bagot goats on site. We introduced them to the reserve at the end of January, with the aim of them roaming much like the ponies do. They would eat tougher vegetation than the ponies, so there would be less need for manual scrub clearance and use of pesticides. They may have breached our grazing boundary, so we quickly moved them to one of the riverside meadows. Here, they have done a great job of grazing the thick vegetation. While we investigate whether we can re-release them, they'll stay on the meadows. They've acted as an attraction to the reserve since they arrived and some dog-walkers have even been using their presence on the meadow to train their dogs around them for if or when they return to the heath. Watch this space!

Charlie McMurray
Ranger (Maternity Cover) Knettishall
knettishall@suffolkwildlifetrust.org
156601



Heath

07717

Brettenham and Kilverstone Ward District Councillor report

The two Parishes form part of Breckland's two member Forest Ward.

Following the elections on 2nd May 2019 your Representatives are now Sam Chapman-Allen and Robert Kybird

Thanks must go to the previous ward rep William Nunn who has now relinquished the role of leader of Breckland District and is now replaced by Sam Chapman-Allen.

Sam and I will work together to provide support for each of our Parish Councils but without obvious duplication of effort. This Evening is a case in point with both Weeting and this Council meeting on the same evening, and Sam sends his apologies.

This has obviously been a landmark year for the Parish with the finalisation and approval of the joint neighbourhood plan with Croxton and has seen the commencement proper of the Thetford Sustainable Urban extension.

We have also seen the result of the governance review in that respect which has a recommendation that the Parish Boundary between Thetford and Croxton being relocated to the line of the bypass.

Locally some disruption is highly evident from both the start of the housing project and the installation of a major junction serving Phases 1 and 4 of the future development.

Sam informs me that he gave significant support to the Parish position on the governance review and neighbourhood plan, and also was supportive of the Kilverstone Almshouse Trust expansion, a matter in which I must declare a personal interest.

A Shadwell application for development off the A1088 was turned down by the planning committee on a 6-4 vote as members were minded to protect the historic Pine lines along this road.

The year has also seen the complete refurbishment of Kilverstone War memorial and fountain structure and I know the architect liaised closely with Breckland's historic buildings consultant.

I attach below a district wide summary of Breckland achievements for the year.

Breckland Council achievements 2018/2019

Serving communities

COMMUNITY RESERVE

£1.4 million committed to help support our residents, via:

- Development of Breckland Innovation Den to support entrepreneurs
- Leisure feasibility studies for Swaffham and Attleborough
- Developing support services for young people struggling in employment and housing
- Supporting a start-up scheme for businesses and entrepreneurs on the high street businesses

Enable councillors to invest £1.4m in 2019/20 into projects which directly support communities across the district.

This follows £1.7m in 2018/19 for similar initiatives.

MARKET TOWN INITIATIVE

- The market towns initiative makes funding available for projects that focus on: "Supporting market towns in the district to be attractive to new businesses and visitors to the area whilst meeting the needs of rural communities and businesses".
- £250k allocated in 2018/19
- Benefits villages as villages use towns as hubs, so strong towns mean more employment and leisure opportunities locally.

Funded projects include:

- Improvements to Swaffham Buttercross, Batten Island and murals in Thetford
- Purchase of the Glutton to improve street cleanliness
- On the Green activities in Thetford Riverside
- New Market stalls in Watton and Swaffham
- Helped establish a new ParkRun in Watton and Swaffham
- ShopAppy and 12 Elves of Christmas Campaign – promote local traders and enable people to choose to shop local / see what's available on our high streets
- BreckWorld App – driving visits to our attractions and towns via films and treasure hunt in an app

Two of our biggest MTI initiatives are our Shopappy scheme and Breckworld app.

Shopappy – launched in mid-April. 90 shops now signed up across our 5 towns. Filmed with shops as part of marketing campaign on facebook, youtube etc.

12 elves of Christmas trail saw elves hidden in shop windows to attract visitors to shops/towns

Breckworld – 70+ locations across Breckland, treasure hunt, Stephen Fry support

Around 2,000 downloads since launch in February

How do I make a bid for Market Towns Initiative funding?

Check your project aligns with the funding priorities for MTI, then submit an expression of interest form. The MTI Co-ordinator will then contact you with feedback about your project and discuss the necessary info required for submitting a final proposal. All details on Breckland website.

INNOVATION DEN

After receiving applications earlier this year, the Breckland Innovation Den invited 10 potentially promising businesses and new start-ups to pitch for a share of £100,000 business development funding.

The applicants had to demonstrate how the funding would help them to deliver products or services within the district, drive employment, and explain how the grant would help them make their business sustainable for future growth.

BRECKLAND LOTTERY

Breckland Lottery continues to grow and provide a way for communities to support important local good causes. We now have over 60 good causes signed up, selling over 1,200 tickets per week and are projected to raise £40,000 for good causes in the first year.

BRECKLAND LANDLORD FORUM LAUNCHED

Engaging with local landlords to support them and further improve local housing options

CO-LOCATION OF DEPARTMENT OF WORK AND PENSIONS

Following the successful co-location of the Department of Work and Pensions (DWP) into our offices at Elizabeth House in Dereham we have moved DWP into our Breckland House office in Thetford. This has created greater efficiency for our residents who use both services.

NATIONAL AWARDS SHORTLIST

- **Best Local Authority Arts Initiative** in the Heart For The Arts 2019 awards – Silver Social project. An arts programme to engage rural, socially isolated people to engage in the arts and make new friends
- **Innovation Award** at the Local Government Chronicle Award 2019 – finalist for commercialisation of Breckland Training Services and unique service offer across the country

SUPPORTING BUSINESSES TO THRIVE

REGENERATION TEAM

- We have established a new Regeneration team in the Place directorate with a focus on business engagement and support, skills development and regeneration of the District. They were fundamental in supporting Banham Poultry through their recent challenges.
- Two new Skills Engagement Officers

TRIPSTART

Tripstart, a new project to help people overcome barriers to get back into employment launched on January 25th. The scheme is being funded by Breckland Council, the New Anglia Local Enterprise Partnership (LEP) and Department for Work & Pensions (DWP). It is being delivered across the district by Dereham-based Kickstart and is expected to support and engage with 138 individuals.

FOOTWAY LIGHTING

The replacement of Breckland owned footway lighting continues at pace with most of the lights listed as needing replacement on the lighting survey now being replaced and commissioned by local lighting firm Westcotec of Dereham, progress has been good and the contract is on time and within budget.

LOCAL PLAN

The Local Plan is out for consultation on main modifications... a major step on the journey towards to adoption of a local plan for Breckland

THETFORD SUE PHASE 1

Work has begun at Kingsfleet in Thetford, which will see the delivery of the first 300 homes on the site

ATTLEBOROUGH SUE

Outline planning permission given for up to 4,000 homes plus infrastructure.

BRECKLAND BRIDGE

Planning permission was granted for a 16 unit scheme at Litcham in late 2018. 21 further units at Colkirk are going to Planning Committee in April; both will be delivered by Breckland Bridge.

Good progress is also being made at Chapel Road, Attleborough where Norfolk County Council have confirmed that the necessary statutory approval is in place for the release of land from education use, thus Breckland Bridge will be pursuing the delivery of 10 new houses here this year.

GRANT FUNDED SCHEMES

We cleared the final stage of due diligence in advance of the formal £7.95m grant offer being issued by Homes England – the Thetford Housing Infrastructure Fund (HIF) bid to support delivery of 5,000 new homes and associated development. Key detailed work is now underway on the detailed delivery plan, working closely with Pigeon.

The Council has successfully reserved 11MVA of power from UKPN for delivery of the Thetford Northern SUE with scope to utilise some of this to enable development of the TEP site and continue to work very closely with the land promoter Pigeon for both sites.

£110k of Business Rates Pool funding recently secured - £75k for TEP Infrastructure feasibility work and £35k for demands and needs study around skills and innovation. Including Snetterton power, over £900k of BRP funding has been secured in the past 12 months and more bids are in the pipeline.

SNETTERTON (EMPLOYMENT SITE) POWER PROJECT

UKPN appointed and scheduled to complete the detailed design by the end of March, a key milestone. £3.4m scheme totally funded from grant (LEP and BRP)

INVESTMENT STRATEGY

- A new Investment Strategy has been drafted and investment prospectus created to focus activity on opportunities to achieve growth, i.e. NNDR, jobs, innovation, etc. The 'Invest in Breckland' prospectus will be officially launched during the summer with an initial emphasis of targeting businesses to relocate to Snetterton Heath and other major employment areas.
- Total portfolio value is £45.2 million. This includes all the commercial properties (including Riverside, Warburtons & Barnham Broom) and the Thetford & Dereham Business Centres.
- Income included in the budget for 19-20 is £3.53 million

BRETTEHAM and KILVERSTONE PARISH COUNCIL ANNUAL REPORT

2018 – 2019

CHAIRMAN'S REPORT

Joint Neighbourhood Plan The drafting of the Croxton and Brettenham & Kilverstone Joint Neighbourhood Plan was completed during the year and was successfully Agreed by the electorate at a Referendum in January 2019 and was “made” by Breckland District Council shortly thereafter. Copies of the Plan can be found on Breckland District and Brettenham and Kilverstone Parish councils' websites.

Greater Thetford Development Partnership Board The Board continues to move the programme forward to bring 5,000 new homes and supporting infrastructure to the greater Thetford area and regenerate the whole area covered by Thetford, Croxton, Brettenham and Kilverstone. The new constitution seems to be working better although the function and work of the Communities Sub Group remains to be resolved. Work has started on the new homes with the first 343 underway. However, the requirement for additional power remains despite additional funding of some £7m. The other key difficulties the Board needs to overcome are:

- The provision of a new Primary Care Facility
- Thetford Railway Station improvements
- Completion of the upgrade to Ely junction
- Finalisation of new cemetery facilities although the land has been agreed

Community Governance Review In January 2017, Thetford Town Council sought to extend its parish boundary to include the new Sustainable Urban Extension area (SUE). The review, undertaken by the Community Governance Sub-Committee of Breckland District Council (BDC), concluded that the area south of the A11 and east of the A1065 in Croxton should be taken over by Thetford Town Council but there would be no change to Brettenham and Kilverstone. It is likely the changes will come into force in 2022.

Community Safety The Parish Council continues to be represented on the Safety Neighbourhood Action panel (SNAP) and receives help from the local Constabulary Engagement Officer for Beddingfield and Forest. Crime remains relatively low, and the various Constabulary publications do much to improve confidence and knowledge in the community. The key problem seems to be inconsiderate driving in general and speeding in particular in the rural areas and village.

Riverside Path The Path, which is wheel chair friendly and runs from Arlington Way to Nuns Bridges, was formally opened on 15 February 2016 and continues to be extremely popular. The Parish Council, in conjunction with the British Trust for Ornithology (BTO),

maintain the section of the path within Brettenham by herbicide treatment and cutting of the verges during the summer growing season.

Public Open Space An area of the Arlington Way Public Open Space (POS) was left uncut for the last 2 years in order to allow a wildflower meadow to emerge. The resultant wild flowers have been limited to mostly ragwort, nettles, and the occasional viper's bugloss. Consequently, the Parish Council decided to task its contractor to prepare the area by removing the top layer and seeding with a local wildflower mix. This is in the process of maturing and we hope look forward to a better display in future years. Some parts of the knee-rail fencing surrounding the POS have rotted and will need to be replaced. We have agreed a contract to replace the damaged sections of the fence and this will need to be an ongoing process. Maintenance of the POS is currently financed using funds from a Unilateral Agreement (similar to a Section 106) with Abbey Homes. Once these funds have been exhausted the Council will need to use its precept for any further maintenance.

Parish Partnership Bid The prospect of acceptable schemes within the Parish Partnership were raised during meeting in July, which included a crossing of Castle Street at the existing dropped kerbs, a footpath from the Alms Houses through to Tesco/Thetford Garden centre and an extension of the footpath at the start of Arlington Way. Once all possibilities has been investigated, it was deemed that the extension of the footpath was the most logical option. A bid pro forma was submitted to the NCC by the Vice Chairman before the deadline and subsequently a quote was provided by the NCC; this included a specification for the path. Another quote was obtained, but it was agreed to accept the quote from the NCC. The clerk has now been instructed to complete the form and arrange for payment of 50% of the amount quoted.

Precept The Council continues to keep its precept as low as possible but is conscious of the need to ensure its annual running costs are met by the precept and build its reserves to cover the growing community as the development of the new homes begins in the Sustainable Urban Extension (SUE). The FY 2019/20 increase was just 4.9%.

Kilverstone Alms Houses The PC, as the Almshouses' Trustee, has continued its work, started last year, to modernise and remodel the Almshouses. Following the successful modernisation of No 1, attention was focussed on remodelling the very small No2, into a disabled friendly building to bring it up to the standards set in No 1. To that end there has been the addition of a second bedroom, a wet room, and good size living room kitchen-diner all with updated fixtures and fittings. All windows and doors are double glazed and under floor heating is provided throughout. It is hoped that with the lovely view over the fields and church that this will become a great little home for a deserving beneficiary. In the near future, as building works come to a close, an advertising leaflet will be circulated to the parish to make everyone aware of the existence of an additional alms house in Kilverstone and Brettenham. The PC will now considering the possibility of building additional Alms houses to match the local population, which will grow as the new Urban Extension is built.

Local Elections With local elections on 2 May 2019, this report is the last of the present council but the work of the council will continue under the management of the new Council.

FY 2018/2019 Accounts

	£		£
Opening balance	£	24,337.69	
Receipts		Payments	
Precept	4,900.00	PC Expenses (travel)	108.00
Support Grant	2.00	Postage	6.96
VAT Refund	125.97	Subscriptions	343.88
Interest (to Mar 19)	5.81	Insurance	554.99
BTO Refund	126.00	Grounds Maintenance	360.00
		Stationery/Ink	199.05
		Clerk Training	156.00
		Clerk Pay, Expenses and	
		Allowances	2,166.70
		JNP Costs	1,212.49
		Rushford Bollards	412.00
Total Receipts	5,159.78	Total Payments	5,520.07
In Year Net Deficit	-	360.29	*
B/F		24,337.69	
Total	23,977.40		

Carried Forward 23,977.40

Balance Sheet as at 31 March 2019

2018	2019
	£
Bank	
12,771.75	
11,565.94	
24,337.69	
	Treasurers Account 12,405.65
	Business Instant Access Accour 11,571.75
	23,977.40

Assets £ 10,688.64

* Clerk Pay of £406.80 and Income Tax £44.40 not yet presented

The above statement represents fairly the financial position of the PC at 31 March 2019 and reflects its receipts and payments during the year.

Notes to the Accounts

- 1. Assets** Notice boards (and with drop boxes), Village signs, bench, grit bin, office equipment for the Clerk, Riverside Path furniture and donated Public Open Space at Arlington Way - £10,688 (Based on the purchase value).
- 2. Borrowings** The PC has no borrowings
- 3. Earmarked Reserves** Following completion of the Riverside Walk project and legal work associated with the transfer of the Trust from CoopHomes, The PC had earmarked reserves of £11,500 for at the end of FY 18/19:
£11,000 for Community Facilities Development
£7,500 for POS Maintenance
£1,000 Contingency
- 4. Tenancies** The PC has no tenancies
- 5. Section 137 Payments** The PC made no S137 payments in FY 18/19.
- 6. Agency Work** The PC undertook no agency work
- 7. Contingent Liabilities** The PC's accounts for the year end 31 March 2019 do not include a provision for any such contingency.

A contingent loss will be accrued in the financial statements where it is probable that a future event will confirm a material loss which can be estimated with reasonable accuracy at a date when the financial statements are approved.

Where a material contingent loss is not accrued, perhaps because it cannot be accurately estimated or because the event is not considered sufficiently certain, it is disclosed in a note to the accounts.
- 8. Advertising and Publicity** No costs were incurred for advertising and publicity during the year
- 9. Trust Funds** The PC is the trustee for the Kilverstone Alms house Trust.
- 10. Commitments** The PC has and maintains the POS at Arlington Way under a Unilateral Agreement (similar to a Section 106 agreement).

PARISH CONTACT DETAILS

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Responsible Finance Officer
R H I Dawson
01842 762926

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