

MINUTES of BRETtenham AND KILVERSTONE PARISH COUNCIL MEETING
Held by Zoom (due to Pandemic)
on 23 February at 1900

1. Attendance

The following were in attendance: Councillors Poulter, Engwell, Bick, Wright, Dawson and Hughes

Apologies were received and approved by the Chairman: Councillor Holmes-Stuart

Also in attendance: In attendance: Councillor Kybird and Chapman-Allen (BDC); Askew (NCC)

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

- a. Arlington Way Notice board now to be updated by Councillor Bick.
- b. Beater's Hut to be used for elections
- c. Local Election Date of Thursday 6 May 21 for Police and Crime Commissioners, NCC and Thetford (Boudica and Castle Wards) and National Census on 21 March 21 to be posted on the website and Notice Boards.
- d. Flooding on A1066 opposite Brettenham turning: drainage to be implement, the double solid white line on the Rushford turning bend is legal and will remain.

6. Financial Report

Treasurer's Account

Balance CF at 14 Dec (Last Report):	£	<u>9,436.30</u>
-------------------------------------	---	------------------------

Payments Out:

Cheque No. 280: Void	£	-
Cheque No. 281: R Dawson Oct-Dec 20 Part 1	£	490.00
Cheque No. 282: R Dawson Oct-Dec 20 Part 2	£	43.00
Cheque No. 283: ND Howe, Further POS Repairs	£	103.00
Payments Out Subtotal	£	636.00

Payments In:

VAT Refund	£	327.49
Payments In Subtotal	£	<u>327.49</u>

Balance at 23 Feb 21	£ 9,127.79
-----------------------------	-------------------

Business Instant Access Account

Balance at 23 Feb 21 (includes interest Jan & Feb 21)	<u>£ 11,580.46</u>
--	---------------------------

Balance All Accounts at 23 Feb 21:	<u>£ 20,708.25</u>
---	---------------------------

7. Budget

The Vice Chairman reminded the PC of the draft budget discussed at the last meeting. Councillor Dawson proposed and was seconded by Councillor Bick to approve the budget.

Resolved: to approve the budget for 2021-22

8. Planning

The Vice Chairman reported that the comments pertaining to 3PL/2021/0124/HOU for Arlington Way had been submitted by the clerk.

9. Local Government Boundary Commission consultation on the new proposed NCC divisions

Councillor Askew reported that the proposal had gone through councillor meetings and the Boundary Commission's recommendations were due to be released on 11 May 2021.

10. Greater Thetford Development Partnership

It was reported that the marketing was going well and further projects to be monitored. Currently there is no programme plan or Gantt chart to plot the agreed and other sought projects. Moreover, there is no clear idea of how the outcomes might be realised identified in the 6 objectives. Further A11 improvements expected in early spring with the start of the SUE application phase 1b. Councillor Chapman-Allen further reported that a decision was still awaited whether any approvals would be by officer or by committee; it was also reported that a formal written detailed update had been requested. Next meeting to take place in March

11. Kilverstone Alms Houses

1. Balance brought forward	£16,824.23
-----------------------------------	-------------------

Expenditure

Almshouse Association Annual Dues	<u>£ 142.00</u>
-----------------------------------	-----------------

Total	£ 142.00
-------	----------

Income

Rent 5 x £184	£ 920.00
---------------	----------

Rent 2 x £410.02	£ 820.04
Total	£ 1,740.04

Balance at Feb 21 **£18,462.23**

2. - Following the change of thermostats some weeks earlier, an unforeseen problem developed with the under floor heating, resulting in overheating (under a dog bed) and the consequent melting of a section of insulation under the floor. This was caused because the thermostats, used to make things easier for the beneficiary, unfortunately did not have adequate cut-out facility should an area become too hot. This has been rectified, repaired and checked by a qualified electrician. It has also been reported by the beneficiary that within the wet room excess splashing occurs when showering making the entire floor slippery. It was proposed that a glass screen be installed to rectify this; quote has been requested from Kybird builders.
- Due to the lockdown it has not been possible to start the paperwork for transferring/adding signatories. This will be rectified in order to obtain the right signatories on all money owned by the trust.
- A call-out and letting management system was discussed and a proposal to use a managing agent was discussed. To be discussed further.

12. Peddars Way

In light of the electric fence wire on the Peddars Way public footpath north of the Blackwater at Knettishall Heath, NCC has conducted a risk assessment but was deemed adequate as it is not specifically illegal. It is, however, dangerous and several reports of shocks to dogs have been received. A record of complaints to be collated and contact will be made to the Knettishall Heath Warden to gain this information.

13. Reports by Members

- a. **Environmental and CPRE** Nothing to report.
- b. **Community Safety** Police priorities agreed at the last SNAP meeting on 11th February were vehicle ASB which includes speeding and ASB in public places.
- c. **Rural** Covered under item 5.

14. Correspondence for information

- a. New newsletter and further road works were reported and placed on the website.
- b. An email from Knettishall Heath's warden was received regarding updates and annual report. Clerk to contact her.

15. Dates for next meeting

Tuesday 23 March at 1900 via Zoom (Provisional)

Annual Meeting Tuesday 4th May at 19:00 via Zoom

The meeting finished at 1947hrs

Minutes agreed:

A M Poulter OBE
Chairman

Date: