



Minutes of a Meeting of Brundall Parish Council Held on 21st December 2015 at 19:00 at the Memorial Hall, Links Avenue, Brundall

Present :		
Vice-Chairman: Cllr John Philp		
Cllr Martin Davies, Cllr L Rycroft, Cllr K Wilkins, Cllr G Buckley, Cllr P Taylor, Cllr I Walters, Cllr F Thorpe, Cllr J Warns, Cllr J Mickelburgh, Cllr G Nurden Parish Clerk: S Smyth District and County Councillor A Proctor		
	<i>Details</i>	<i>Action</i>
2015-0164	<p>6pm Parish Council</p> <p>Meeting closed to the press and public due to the nature of the business to be discussed as commercially sensitive. (Public Bodies Admission Act 1980). Item discussed in closed session regarding preliminary consideration of a major planning proposal that will shortly be submitted to Broadland District Council</p>	
2015-0165	<p>7pm Meeting re-opened to the Press and Public</p> <p>Housekeeping</p> <p>The Chairman, advised everyone in attendance of the location of fire escapes and the procedure to be followed in the event of an evacuation.</p> <p>The Chairman advised members of the public of the procedure for them speaking at Meetings of the Parish Council.</p> <p>The Chairman advised members of the public that the Parish Council would be making a sound recording of the Meeting</p>	
2015-0166	<p>Apologies for Absence</p> <p>Apologies were received from Cllr J S Warne (Chairman of the Council) on holiday</p> <p>It was resolved by a unanimous decision to approve only those apologies for absence received.</p>	
2015-0167	<p>Declarations of Interest</p> <p>Disclosable Pecuniary Interests – Cllr Wilkins item 15a whose parents are neighbours of the applicant. Cllr Nurden payments schedule (payment recipient)</p> <p>Non- Disclosable Pecuniary Interests – None</p>	
2015-0168	<p>Minutes of the Previous Meeting(s)</p> <p>It was resolved by a majority decision, with 1 abstention, that the Minutes of the Meeting of the Parish Council held on 23d November be signed as a true record.</p>	

2015-0169	<p>Matters Arising (Not on the Agenda)</p> <p>2015-0062 Clerk still has drafted a paper for the General Power of Competence and it will be sent away for marking by the SLCC.</p> <p>2015-0103 The Clerk still needs to send to Veronica Savage of Broadland District Council invoices relating to costs incurred relating to the parkrun surfacing and set up as per the Green grant amount allocated of £1600.00</p>	Parish Clerk
2015-0170	<p>Public Participation (5 members of the public)</p> <p>Cllr Andrew Proctor gave his District County Councillor reports The NDR works have commenced and the Postwick Hub is working well. The settlement figures are nearing completion for the revenue support grants. It is expected that this grant will cease in 2020. Broadland have not increased their Council Tax for 2016-17. In the New Year the Site Allocations and the Area Action Plan are due to be adopted. One adopted the roll forward of the Local Plan will given strength to all the site allocations approved especially across the Norwich area which has the bigger housing allocations. Until the adoption of the Site Allocations some developments may have to be given permission until the 5 year land supply has been met.</p> <p>Greg Chandler spoke about the Countryside Park. A working party has planted the hedging around the car park and has left gaps for pedestrian access. The chains to block vehicle access are now in place. He thanked the Parish Council and the Memorial Hall trustees for the thank you Soiree.</p>	
2015-0171	<p>Chairman's report</p> <p>There was no Chairman's Report.</p>	
2015-0172	<p>Neighbourhood Plan</p> <p>Cllr Davies explained the process to date:</p> <p>Subject to examination by the Cabinet the Plan will be submitted for referendum in Brundall. Cllr Davies proposed to accept responsibility for preparing a single sheet containing all 6 policies to be included in a future Newsletter for either February or March. He also proposed to have copies of versions of the Plan for every household. Councillors were reluctant to print out this many and so Cllr Davies withdrew his proposal.</p> <p>It was resolved by a unanimous decision to print our 500 copies at £64 and to print out any more on demand.</p>	
2015-0173	<p>Good Neighbour Scheme</p> <p>The Clerk updated the Council on the scheme which is still being looked into by Pat Wilson and Trevor Plater.</p>	

2015-0174	<p>Brundall Voice _ Terms of Reference</p> <p>It was resolved by a unanimous decision for the Council to agree to adopt the Terms of Reference as approved by the Advisory Committee.</p>	
2015-0175	<p>Difibrulators –</p> <p>The Council discussed allowing the units to be put on the Council's Asset register under the PC insurance. It agreed to do so in principal. The Clerk would look into aspects of who owns the units and who would be ultimately responsible for their maintenance.</p>	Parish Clerk
2015-0176	<p>Community Rail Partnership</p> <p>It was resolved by a unanimous decision for the Council to send a letter of support for the Wherry Lines to apply for various grants for their Signage project.</p>	Parish Clerk
2015-0177	<p>New External Audit Regime</p> <p>It was agreed to defer any decision until the Clerk has researched more about the SLB and the implications for the Smaller Councils.</p>	Parish Clerk
2015-0178	<p>LAND MANAGEMENT</p> <p>Cremer's Meadow</p> <p>Cllr Buckley reported that Aviva have helped to clear around the top of the site to trim the perimeter allowing for a path for better access. Works have uncovered metal fencing and a gate 2 tin baths and fencing which have been removed. Some trees have been identified for felling. There are 30 poplars which will be removed but in phases. These poplars show signs of moth infestation which can undermine the integrity of each tree. Aviva plan to visit again in March 16. Official opening of the site may have to wait until the planning permission has been granted.</p>	
2015-0179	<p>Planning</p> <p>The Chief Planning Adviser, Cllr Walters took the Council through the Planning items</p> <p>a) Planning Applications determined by Full Council 20151991 – 4 Nurseries Avenue (Mr D Gates) Two Storey Side Extension & Dormer Window to Front Elevation - Supported</p> <p>b) Ratifications on planning applications determined by the delegated Councillor Planning group:</p> <ul style="list-style-type: none"> • 20151888 – 45-47 Blofield Road - Approval of reserved matters following outline approval 20150350 - Supported majority with 1 abstention • 20151867 – 2 St Annes Close – Side Extension – Supported majority and 1 abstention <p>c) Report on any decisions taken by the District Authorities:</p> <ul style="list-style-type: none"> • 66 Riverside Estate BA/2015/0346HOUSEH – Installation of Vortex treatment plant Approved • Plot 5 Riverside Estate BA/2015/0295/FUL – Removal 2 sheds/replacement summer house - Approved 	

2015-0180	<p>Finance</p> <p>Payment Schedule It was resolved by a majority decision with 1 abstention to approve bills for payment for December 2015 with the payments schedule showing a total of £ 5465.28 exclusive of VAT and for two Councillors to sign it.</p> <p>Draft budget –budget precept request document for 2016-17 (Deadline 31st January 2016) It was agreed to defer a decision until a working group of Councillors (Cllr Nurden, Cllr Buckley, Cllr Philp, Cllr Warne and Cllr Davies) along with Greg Chandler will meet to work through the budget more in detail.</p> <p>Quotes for the Parish Council insurance renewal date of 22 January 2016 It was resolved by a unanimous decision to go with Zurich Insurance with a quote of £1500.00</p> <p>Cycle rack provision for the Countryside Park It was agreed that cycle racks would be looked into in the near future.</p>	Working Group
2015-0181	<p>Clerk’s Correspondence The Clerk read out the latest correspondence</p>	
2015-0182	<p>Items for the next Agenda 25th January 2015 (Main meeting date). Neighbourhood Plan Brundall Voice Sector Led Body for External Audit Budget Precept</p>	
2015-0183	<p>Date, time and venue of next Parish Council Meetings 21st December 2015 - 7pm Memorial Hall.</p>	
<p>Signed as a true record Date</p>		

Brundall Parish Council

Payments for December 2015

Parish clerk costs	2,538.14
Grass cutting monthly contract	£407.50
Cemetery	£0.00
S106 reserves	£600.00
Street Lighting	£587.64
Fees	£630.00
Training	£185.00
Office expense	£27.00
Donations	£100.00
Handyman (Cleaning-Inspections)	390.00
Total expenditure	£5,465.28