



MINUTES OF A MEETING OF BEACHAMWELL PARISH COUNCIL

held on Tuesday 2nd July 2024 at 3pm in the Village Hall.

Present: Cllrs J Cooper, S Davies, C Friend, D Lambert (Chair), P Roberts (part), G Siddons, M Warner.

Clerk: Mrs S Hunt.

1. To receive and consider apologies for absence.

None.

2. To consider any applications for co-option.

Mr Paul Roberts was PROPOSED by Cllr Siddons, seconded by Cllr Friend and co-opted to the Council. Mr Roberts filled in a declaration of acceptance of office form.

3. To record declarations of interest and approve any requests for dispensations.

None.

4. Minutes.

The minutes of the Parish Council meeting held on 14th May 2024 were AGREED as a true and correct record and signed by the Chair. PROPOSED Cllr Davies, seconded Cllr Friend.

Taken out of order:

It was NOTED by the meeting that the minutes stated that a vice-chair would be elected at the next meeting and this did not appear on the agenda as a separate item. Cllr J Cooper was PROPOSED by Cllr Friend, seconded by Cllr Siddons and elected unanimously.

5. Public Form.

5.1 Fabian Eagle, County Councillor. Not present. Mr Eagle had informed the clerk that he had used his allowance from Norfolk County Council to ensure an additional grass cut on dangerous junctions.

5.2 Peter Wilkinson, District Councillor as in attendance. Breckland Match Funding grants have been closed and will re-open in September. Breckland District Council's local plan consultation will close on 15th July 2024. Cllr Wilkinson had noticed that dog fouling had been a theme on local social

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media and gave some notices to be displayed. Breckland District Councils phone had been out of order, the emergency number is; 01362 701128.

6. Updates on previous Matters.

- 6.1 Definitive Map printout. Not yet received in large format. Suggested by County Council that the map can be accessed online. The clerk distributed A4 printouts. Any footpath issues to be reported to clerk by Councillors for reporting through to Norfolk County Council.

7. Finance and Governance Matters.

- 7.1 Membership of Norfolk ALC - £148.96. It was RESOLVED not to pay membership for NALC. PROPOSED Cllr Davies, seconded Cllr Siddons.
- 7.2 Group4 Newsletter – Council AGREED that £250.00 be paid on receipt of invoice. PROPOSED Cllr Siddons, seconded Cllr Lambert.
- 7.3 The payments at Annex A were AGREED. PROPOSED Cllr Warner, seconded Cllr Davies.
- 7.4 A bank reconciliation to 30.6.24 was received and the balance noted;
- | | |
|----------------------|-----------|
| Unity Instant Access | £8,546.58 |
| Unity Current | £4,283.58 |
| Total currently held | £12830.16 |
- The budget to date was reviewed.
- 7.5 NOTED that the Council's end of year exemption has been processed by PKF Littlejohn.
- 7.6 NOTED that a direct debit has been set up with Unity, moved from Barclays, for the Information Commissioners renewal of £35.00 to enable discount to be applied. Due August.

8. Planning.

- 8.1 To consider consultee response to applications received from Breckland District Council prior to the meeting date:
- 8.1.1 None.
- 8.2 To note any applications received between meetings and the Parish Council response:
- 8.2.1 None.
- 8.3 Notification received of decisions taken by Breckland District Council:
- 8.3.1 TRE/2024/0095/TCA – 11 West End, The Street, PE37 8BE. Removal of six self seeded Prunus avium (Wild cherry). The trees are around 6 metres tall (Tree Work App CA). No objection.
- 8.4 The meeting considered exploring undertaking a Neighbourhood Plan for Beachamwell. The first stage would be an open meeting – Councillors to discuss with residents and see if there is local interest. Clerk to post to facebook and put an article in the Group4 News. Tentative dates to be brought to next meeting.
- 8.5 Local Plan Consultation – to NOTED that this is now live until the 15th July for parishioners to comment. <https://brecklandlocalplan.commonplace.is/>

9. Administrative Matters.

- 9.1 The date of the January meeting was AGREED – January 7th 2025 at 3pm.

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- 9.2 The meeting RECEIVED and AGREED the Equal Opportunities Policy – unchanged from previous.
- 9.3 The meeting RECEIVED and AGREED the updated Training Policy.
- 9.4 The meeting RECEIVED and AGREED the updated Volunteer Policy.
- 9.5 The meeting RECEIVED and AGREED the Expenses Policy.
- 9.6 The meeting RECEIVED and AGREED the Sickness Absence Policy.
- 9.7 The meeting RECEIVED and AGREED the Grievance Policy.
- 9.8 The meeting RECEIVED and AGREED the Disciplinary Policy.
- 9.9 The meeting RECEIVED and AGREED the Complaints Procedure.

10. Correspondence.

- 10.1 Breckland District Council – Gambling act 2005 Statement of Principles Review – Consultation. Previously circulated. NOTED.
- 10.2 The meeting RECEIVED information concerning the setting up of a Community Speedwatch initiative. Clerk has published onto facebook for expressions of interest.
- 10.3 Speed report summary from Cllr G Siddons RECEIVED. Previously published.
- 10.4

11. Highways and Village Matters.

- 11.1 Shingham Lane – request to Highways for signage to restrict access for HGV vehicles. No response.
- 11.2 30mph sign broken at; *wasp.segmented.care*. Replaced.
- 11.3 Councillors to consider any footpaths that do not appear on the definitive map and to communicate these to the Clerk, along with any missing signs and/or paths that need reinstating or cutting.
- 11.4 NOTED that the bus shelter has been painted and the gutters cleaned by Cllr Siddons.
- 11.5 Tree report. NOTED that a complaint has been raised to UK Power Networks with regard to the crown of the sycamore. To note two quotations received to next meeting following response from UK Power Networks.
- 11.6 It was AGREED that Cllr Siddons undertake necessary works on village sign and noticeboard. Expenditure up to £60.00 AGREED. PROPOSED Cllr Friend and seconded Cllr Davies.

12. Dates of next meetings.

July 2nd at 3pm
 September 3rd at 3pm
 November 5th at 3pm
 January 7th 2025 at 3pm

13. Matters for next agenda.

Update Financial Regulations
 Review of Standing Orders
 Risk Management Assessment

Payments for Authorisation July 2024 Meeting of Beachamwell Parish Council				
PAYMENTS				
Sarah Hunt	Payroll and WFH - July	£339.77		£339.77
Sarah Hunt	Payroll and WFH - August (no mtg)	£339.77		£339.77
HMRC	July	£78.40		£78.40
HMRC	to end August	£78.40		£78.40
Cllr G Siddons	paint and filler REFUND	£33.07		£33.07
Unity	Quarterly charges 31.6.24	£18.00		£18.00
ico	Membership	£35.00		£35.00
Viking Direct	Stationery	£60.40	£12.08	£72.48
S Hunt	Refund mobile phone credit	£10.00		£10.00
NALC	Website hosting fee	£70.00		£70.00
		£1,062.81	£0.00	£1,074.89

The meeting closed at 4.50pm

Signed:

Dated:

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