

BELTON WITH BROWSTON

PARISH COUNCIL

CHAIRMAN : JOHN RUDRUM VICE CHAIRMAN : PETER NICHOLS
MINUTES FROM THE ANNUAL PARISH COUNCIL MEETING HELD ON 17th MAY 2016
AT THE NEW ROAD SPORT AND LEISURE CENTRE, BELTON

IN ATTENDANCE

J. Rudrum (Chair), P. Nichols (Vice), Councillors R. Brotherton, N. Brown, D. Buckworth, B. Clark, M. Dinsdale, M. Greenacre, M. Graystone, B. Swan, L. Staff, I. Walpole, K. Palmer (Clerk) and one member of the public.

The meeting commenced at 7.30pm.

1. ELECTION OF CHAIRMAN

Cllr Brotherton Proposed Cllr Rudrum for the position, Seconded Cllr Graystone.

Cllr Greenacre Proposed Cllr Swan for the position, Seconded Cllr Clark .

Both members confirmed they were willing to be nominated.

The vote was taken. Cllr Rudrum 8 votes. Cllr Swan 4 votes. Carried. Acceptance was duly signed.

2. ELECTION OF VICE CHAIR

Cllr Graystone Proposed Cllr Nichols for the position, Seconded Cllr Dinsdale .

Cllr Greenacre Proposed Cllr Clark for the position, Seconded Cllr Swan.

Both members confirmed they were willing to be nominated.

The vote was taken. Cllr Nichols 8 votes. Cllr Clark 4 votes. Carried. Acceptance duly signed.

It was agreed by all members at 7.34pm to close the meeting for the public section.

PUBLIC SECTION

Mr Grice updated the Council on the forthcoming changes to the No 7 bus service. The current No 7 service Monday to Saturday (normal working hours) is being replaced by the X11 which will take passengers along the new link road to the JPH and then onto Gorleston/Gt Yarmouth. The No 7 Service is being removed altogether apart from one morning and evening service. This will directly effect Belton residents that need to access Faulklands Surgery, Bradwells Dental Surgery, Woodlands Primary School, Ormiston Venture Academy and Lynn Grove Academy.

After general discussion on the problems this will cause Belton and Bradwell residents it was agreed that a public meeting should be called as soon as possible with all concerned parties in attendance.

The Chairman and Clerk will start to make arrangements, Brandon Lewis MP will be notified and invited to attend.

With the public section closed the main meeting resumed at 7.45pm

3. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Chalmers, Borough Cllrs Lawn and Myers and County Cllr Aldred. To accept the apologies Proposed Cllr Swan, Seconded Cllr Nichols. All In Favour.

4. FINANCIAL

The Parish Clerk – Miss K. Palmer was confirmed as the Responsible Financial Officer.

Mr Dennis Cooper was confirmed as Internal Auditor.

Mazar's were confirmed as External Auditors.

Cllr Buckworth was confirmed as the Internal Control Officer

Proposed en bloc Cllr Rudrum , Seconded Cllr Nichols . All In Favour.

5. COMMITTEE/WORKING PARTIES

The following Committees/Working Parties were confirmed.

New Road Management	Cllrs: Nichols, Rudrum, Swan, Graystone, Dinsdale and Brown
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Committee	<i>Plus user representatives.</i>
Finance Committee	Cllrs, Swan, Rudrum, Clark, Greenacre, Nichols, Brown, Buckworth and Walpole
Allotments Committee	Cllrs Walpole and Brown <i>Plus agreed non members</i>
Appraisal Committee	Cllrs Clark, Rudrum and Nichols

Proposed en bloc Cllr Rudrum, Seconded Cllr Walpole . All In Favour.

6. STANDING ORDERS/FINANCIAL REGULATIONS

It was agreed to adopt the Standing Orders and Finance Regulations reviewed and amended in October 2014 subject to a review in the next few months which will look at working party/committee structures. Proposed Cllr Swan, Seconded Cllr Greenacre. All In Favour

7. DECLARATIONS OF INTEREST

JGI Trustees - Cllr Clark. Community Website – Cllrs Rudrum and Swan. Village Voice – Cllrs Swan (prejudicial) Cllr Greenacre (personal). Poor Land Trust – Cllr Rudrum. Also note all Parish Councillors are Trustees of Belton Playing Field Charity.

8. MINUTES FROM LAST MEETING

The minutes from the Parish Council meeting held on 12-04-16 had been prior circulated by the Clerk. With one minor amendment made to accept as a true and accurate record Propose Cllr Greenacre , Seconded Cllr Nichols. All In Favour.

9. MATTERS ARISING

-An update had been received from County Cllr Aldred which confirmed that it is not necessary to have a school crossing officer present to use wig wags. After speaking to Westcotec they have advised the equipment will come pre programmed for when the lights are needed to switch on and off, no manual switching is needed.

10. CHAIRMAN / CLERK REPORTS

-Temporary Traffic Order has been issued for St Johns Road/Waveney Drive from 31st May to 3rd June.

-Anglian Water have updated stating all three of their schemes (including Belton Stepshort) have been passed for delivery, meaning funding for the projects have been approved.

-The following report had been received from Borough Cllr Myers which included being aware of the issues and difficulties being caused by the change in bus routes/timetables. A meeting with some residents from Rosedale Gardens has taken place, further progress will be reported in due course. A future meeting is to take place to discuss the possible reapplication for mineral extraction at Fritton Woods in two years time. This is only a possibility, nothing can happen until that time.

-Crime report for April: 8x criminal damage to vehicles, 2x theft from vehicles, 3x criminal damage, 1x attempted burglary, 1x attempt of taking a vehicle and 1x theft. The next SNAP meeting is on the 25th July, 7.00pm at the JGI.

-A copy of the letter send from ENTUA to First Eastern Counties Bus Company had been received.

-Flytipping in Browston has been reported to GYB Services, soil being discarded in a ditch in Browston has been reported to Highways.

-After discussing the recent flytipping it was agreed for the Clerk to contact Bradwell/Hopton Parish Councils to enquire how they work their community skips. It was agreed to add the matter onto the next agenda.

11. ADMINISTRATION AND FINANCIAL MATTERS

PARISH COUNCIL CURRENT ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
1747	NCC- Parish Partnership WIGWAGS	£TBC	£1,774.00
1748	NCC- Parish Partnership TROD	£TBC	£2,053.62
1749	D. Skipper 540.00 plus mileage 12.15		£552.15
1750	Norfolk Pension Fund K. Palmer 61.38 council 234.36		£295.74
1751	HMRC K. Palmer tax 27.40 nic 53.28 employer nic 60.72		£141.40
SO	K. Palmer council 1000.56, new rd 115.45 less pension 61.38 less tax 27.40 less nic 53.28		£973.95
1752	GYB Services- River Way litter bin annual charge	£21.63	£129.79
1753	GYB Services- Sandy Lane litter bin annual charge	£21.63	£129.79
1754	Mr D. Cooper- Internal Audit fee		£200.00
1755	New Road Sport & Leisure Centre- contra meeting hire		£98.00
1756	M. Graystone- gardening receipts		£58.96
1757	Pink Office stationary	£15.96	£95.76
DD	BT- clerk quarterly broadband	£10.20	£61.20
1758	Michael Riches- Heather Gardens footpath		£95.00
	Total For Meeting	£69.42	£6,659.36

PAVILION ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
494	Refund D. Skipper- Travis Perkins cement etc	£7.72	£46.72
DD	ESPO -gas March	£41.19	£247.15
DD	ESPO- gas April	£4.58	£96.26
DD	Southern Electric	£TBC	£318.64
495	Village Voice Advert		£20.00
DD	BT New Road broadband and telephone line	£6.40	£38.39
496	GY Heating Ltd	£29.65	£177.88
497	L. Horrobin - caretaker		£295.20
498	B. Swan refund for Archant advert	£1.50	£9.00
DD	GYBC – business rates		£129.00
499	KGB Commercial- New Microfil unit	£230.54	£1,383.25
500	KGB Commercial- Boiler Service	£58.00	£348.00
501	KGB Commercial- additional parts replacement	£17.55	£105.30
	Total For Meeting	£355.94	£3,214.79

	LTSB 1 Year (08-06-16)	LTSB 1 Year (02-12-16)	Council A/C	New Road A/C	Ring fenced Balance
Bank Bal B/F	£30,000.00	£20,000.00	£27,646.47	£8,493.68	£43,466.00
Bank Bal After	£30,000.00	£20,000.00	£77,118.31	£6,000.52	£43,466.00

Paid into New Road: £580.80

Children's Archery £25 Bohemians £15 Children's Dance Worksop £196 Bounce Dance Fit £40
Stroke Group £60 Judo Club £42 Car Boot £80.80 Parties x3 £122

Cllr Rudrum proposed payment for the above sheet, Seconded Cllr Graystone. All In Favour.
It was agreed the Village Voice advert will be invoiced on a quarterly basis.

12.INTERNAL AUDIT REPORT

The Clerk read through the Internal Audit report produced by Mr D. Cooper. The audit rating for the year 2015/16 was very good with all financial affairs and general controls in place and operating efficiently. There were no recommendations for the following year. Please note a copy of the report is appended to and does form part of the minutes.

13. ACCOUNTING & GOVERNANCE STATEMENTS

The Clerk reported the accounting statements will be reported again alongside the governance statements in line with external audit requirements.. The Clerk had prior circulated to all members a copy of the 2015/16 payments and receipts sheet and a copy of the two year comparison sheet. The Clerk read through the annual governance statements on the annual return. Each statement was duly answered yes by all members and approved. To Propose approval for both the accounting statements and the governance statements en bloc, Proposed Cllr Swan, Seconded Cllr Rudrum. All In Favour

The notice of appointment of date for the exercise of elector's rights commences on the 1st July and finishes on the 11th August, the notice displaying this information to be displayed on the Councils notice board from the 17th June.

14.NEW ROAD SPORT & LEISURE CENTRE

The minutes from the Management Meeting held on 4th May were noted.

Cllr Nichols reported he had received a quotation from IQS Security for installing CCTV at both New Road and Bell Lane which amounts to £4446.40. It was agreed to agenda at the next meeting for members to decide whether to proceed with any installation.

15. INSURANCE QUOTATIONS

The Clerk reported the New Road policy is in the middle of a three year term, the new premium amounts to £1012.93.

Three quotations have been obtained for the Parish Council policy:

Aviva £1558.24

Ecclesiastical £157669

Hiscox £1135.40 Three year term £1078.63

It was agreed to accept the Hiscox three year term policy. Proposed Cllr Swan, Seconded Cllr Rudrum. All In Favour.

16.LEGIONELLA RISK ASSESSMENT

The Clerk reported the following three quotations to undertake the legionella risk assessment at New Road:

Hopton EPC £425

Northumbrian Water £543

Riverside £333

It was agreed by all members to accept the quotation from Riverside. Proposed Cllr Rudrum, Seconded Cllr Nichols. All In Favour.

17.REINVESTMENT OF FUNDS

It was agreed to reinvest the £30,000 for one year with Lloyds at 1.05%. In the meantime other investment options will be looked into for future investments. Proposed Cllr Swan, Seconded Cllr Rudrum. All In Favour.

18. PLANNING

New Applications:

- 06/16/0201/F Beccles Rd, Belton. Harlequin Grp Installation of 1 no 20 metre monopole & equip
- 06/16/0217/F Woodcot, Stepshort, Belton. Tilley Revised design to previously approved app
- 06/16/0222/F 12 Waveney Drive Belton. Ripkey. Single storey extension
- 06/16/0260/F 21 Deben Close, Belton. Carter. Two storey extension

For the above applications, no objections subject to neighbours comments.

- 06/16/0172/F 55 Station Rd South, Belton. Parrott Annex ancillary to main building

For the above application: Objection due to the annex not being attached to the main dwelling, also possible flood risk.

- 06/16/0227/F The Manor Barn, Browston Lane. Smith. Allow annex to be used as a sep dwelling

The above application: Refused as for holiday accommodation only.

- 06/15/0622/F Land off New Road, Belton. Dawson Brown Ltd.

Erection of 64 residential dwellings along with associated highway and landscape works.

Belton with Browston Parish Council would like to approve the plans as they are revised. The Council would like to thank the developers for taking comments on board regarding the extended pavement along Stepshort. The Parish Council would like to stress to both Great Yarmouth Borough & Norfolk County Council that they are concerned there may be parking on New Road when the actual estate is full. For instance delivery vans which might find turning in the estate a problem, & school runs especially when cars might stop & pick up on the main road.

Concern was voiced in relation to the above plan regarding the crossing gap at Stepshort. It was felt the gap could potentially be hazardous if used by children. It was agreed this would be pointed out again to the developer once the building work is under way.

Decisions Granted:

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|--------------|------------------------------------|------------------------------|
| 06/16/0134/F | 18 Fern Gardens, Belton. Chilvers. | Single storey rear extension |
| 06/16/0152/F | 40 Bramble Gardens. Belton. Hall. | Single storey side extension |
| 06/16/0153/F | Bure Close, Belton. Crichton. | Lock up garage |
| 06/16/0163/F | Decoy Farm, Browston. Lacey | Poly Tunnel |
| 06/16/0168/F | 69 Berry Close, Belton. Hunt. | Two storey rear extension |

Decisions Refused:

- 06/16/0159/F St Johns Rd Pharmacy, Belton. Broughton Conversion flats & 2 dwellings

Information received: Notice of Proposed Easement for a sewer to connect Railway Barn to the mains drainage.

With no further business the meeting was closed at 8.40pm