

BELTON WITH BROWSTON

PARISH COUNCIL

CHAIRMAN: BRIAN SWAN VICE CHAIRMAN: PETER NICHOLS
MINUTES FROM THE PARISH COUNCIL MEETING
HELD ON 18th APRIL 2017

AT THE NEW ROAD SPORT AND LEISURE CENTRE, BELTON

IN ATTENDANCE

B. Swan (Chair), P. Nichols (Vice Chair), Councillors R. Brotherton, N. Brown, D. Buckworth, M. Dinsdale, M. Graystone, G. Newman, I. Walpole, K. Palmer (Clerk) and four members of public.
The meeting commenced at 8.40pm.

PUBLIC SECTION

There was nothing to report.

1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Clark, Greenacre and Staff, County Cllr Grey and Borough Cllr Lawn. To accept the apologies Proposed Cllr Nichols, Seconded Cllr Newman. All In Favour.

2. DECLARATIONS OF INTEREST

JGI Trustees - Cllr Clark. Village Voice – Cllrs Swan (prejudicial) . Burgh Castle Parish Council – Cllr Nichols. Also note all Parish Councillors are Trustees of Belton Playing Field Charity.

3. MINUTES FROM LAST MEETING

The minutes from the meeting held on 21/03/17 had been prior circulated by the Clerk. To accept as a true and accurate record Proposed Cllr Nichols, Seconded Cllr Graystone. All In Favour.

4. MATTERS ARISING

-Some branches have been trimmed off the large oak tree at he allotments by one of the holders. Cllr Graystone reported the holder has also stated he is happy to cut back a couple of branches over hanging the neighbouring residents property. It was agreed therefore that no further action is required concerning the tree until the autumn.

5. ADMINISTRATION AND FINANCIAL MATTERS

The Clerk reported the national pay increase set by Nalc has increased by 11p per hour. The New Road Caretakers wages has increased in line with the minimum wage and the community caretakers to 50p above the living wage. To propose all increases en bloc Cllr Swan, Seconded Cllr Graystone. All In Favour.

It was confirmed the community caretaker is fully aware of with the current mileage allowance.

PARISH COUNCIL CURRENT ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
SO	K. Palmer – salary 1033.85 plus N RD 139.92 less pension 68.08 , tax 29.20, nic 59.25		£1,017.24
1834	HMRC K. Palmer tax 29.20 nic 59.25, employer nic 68.14 D. Skipper tax 10.40		£166.99
1835	D. Skipper wage 600.00 less pension 33.00, less tax 10.40 plus mileage 9.45		£566.05
1836	Norfolk Pension Fund K. Palmer cont 68.08 , Council cont 252.36, D. Skipper cont 33.00 , Council cont 129.00		£482.44
DD	Essex & Suffolk Water		£7.65
1837	NALC subscription		£547.55

DD	HMRC vat payable		£16.05
1838	Pink Office - stationary	£26.03	£156.18
1839	D. Skipper refund strimmer oil/petrol	£1.99	£11.97
1840	K. Palmer refund for frame		£2.99
1841	New Road Centre- contra payment of precept		£11,020.00
1842	Garden Guardian	£280.05	£1,680.28
DD	BT- clerks telephone	£14.40	£86.40
	Total for meeting	£322.47	£15,761.79

PAVILION ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
560	Global Locking- keys	£6.30	£37.80
DD	BT telephone and broadband	£7.30	£43.80
561	BwB Parish Council vat contra		£322.91
562	D. Nichols caretaker wage		£330.00
DD	Essex and Suffolk Water		£97.91
DD	PWLB- mortgage		£3,100.03
563	KGB Commercial- boiler service	£58.00	£348.00
564	Screwfix- hoover/equipment	£18.33	£109.98
DD	ESPO- Gas	£28.60	£171.62
	Total for meeting	£118.53	£4,559.00

	LTSB 1 Year (08-06-17)	LTSB 1 Year (05-12-17)	Council A/C	New Road A/C	Ring fenced Balance
Bank Bal B/F	£30,000.00	£20,000.00	£32,379.41	£11,039.31	£48,599.00
Bank Bal After	£30,000.00	£20,000.00	£74,087.17	£18,199.26	£48,599.00

Paid into New Road: £702

Stroke Group £80

Bible Talks £28 Filipino Martial Arts £42

Judo £112

Jolly Tots £132 Parties x7 £308

To propose the above payment sheet Cllr Nichols, Seconded Cllr Dinsdale. All In Favour.

6. 2016/17 YEAR END ACCOUNTS

The Clerk had prior circulated to all members a copy of the final budget to spend report, bank reconciliation, payments and receipt account and two year comparison sheet. To accept all year end documents Proposed Cllr Brotherton, Seconded Cllr Newman. All In Favour. Please note a copy of all documents are appended to and do form part of the minutes.

Bank Reconciliation Financial year ending: 31st March 2017

Prepared by: Miss Kate Palmer (Clerk/RFO) Date: 1st April 2017

Bank Balance as per statements as at 31st March 2017

Council Current Account	£32,686.05
Belton with Browston Pavilion Current Account	£11,321.94
Lloyds S/Term Investment	£30,000.00
Lloyds S/Term Investment	£20,000.00

	£94,007.99
Less unrepresented cheques as at 31 st March 2017	
Cheque number 1829 £10.00	
Cheque number 553 £132.60	
Cheque number 554 £87.70	
Cheque number 557 £57.46	
Cheque number 558 £4.87	
	(£292.63)
Net Balance as at 31 st March 2017	£93,715.36

Cash Book

Opening Balance 1 st April 2016	£92,851.19
Add: Receipts in the year	£73,263.24
Less: Payments in the year	£72,399.07
Closing balance per cash book	£93,715.36

7. PARISH COUNCIL RISK ASSESSMENT

A copy of the updated Parish Council risk assessment had been circulated to all members prior to the meeting. The document was approved by all members with no alterations needed. Please note a copy of the assessment is append to and does form part of the minutes.

8. BENCH MAINTENANCE/PLAQUE

Cllr Graystone reported the material needed for the repair came to approximately £185.incl VAT After a vote was taken it was agreed to purchase this and the stainless steel plaque for £68.75 + VAT, with the inscription being John Rudrum (1953-2017) Chairman Belton with Browston Parish Council "He strived to make Belton a better place" Proposed Cllr Swan, Seconded Cllr Brown. All In Favour. It was agreed for Cllr Graystone to go ahead and undertake the repair, along with another repair to the seat near the village sign.

9. CCTV

After discussion it was agreed to accept the revised quotation from IQS security totalling £3013.66 on the provision the quote does not exceed this amount. An additional quote for two extra cameras to be installed at New Road if needed came to £280 (exc vat) but is to be left for now. Cllr Nichols to get clarification on the specification of the cameras. Proposed Cllr Swan, Seconded Cllr Graystone. All In Favour.

10. NEW ROAD SPORT & LEISURE CENTRE

-It was agreed the container ventilation will be discussed at the next management meeting which has been set for 10th May at 7pm.

-Three quotes had been obtained for the fencing repair:

Clarks Fencing £395

Waveney Fencing £850

Yarco Fencing £431

After discussion it was agreed to accept the quotation from Clerks Fencing. Proposed Cllr Nichols, Seconded Cllr Walpole. All In Favour.

-Daniel Nichols has signed his one year contract as New Road Caretaker.

11. PLANNING

06/17/0126/O	Empala, Sandy Lane, Belton	3 bedroom bungalow
Object to application due to back fill development and flood plain.		
06/17/0180/F	100 Station Rd South, Belton	2 residential dwellings
Objection due to the entrance/access onto Station Road South and over development of site.		
06/17/0192/F	1 Station Rd South, Belton	Erection of office/summer house
No objections subject to neighbours comments for the application above. However the plans were poor, therefore difficult to see detail of the design.		

The following applications have been granted:

06/17/0102/F	11 Beccles Rd, Belton	First floor timber frame extension
06/17/0127/F	Glennedale Rise, New Rd, Belton	Single storey extension
06/17/0097/F	Tudor Lodge, Browston Lane	New front entrance wall

12. PORTFOLIOS

Cllr Swan- After looking again at the bush that's falling over the footpath outside the Church on Bell Lane, it does appear to be the responsibility of Highways to cut back even though they have stated it is not. It was agreed for the clerk to contact them again about this.

-The grille on Bland Corner still needs repairing, again Highways are not accepting responsibility for this. It was agreed for the clerk to contact them again.

-When leaving for the A143 via Beccles Road there is poor visibility to the left at the cross roads as the hedgerows are very overgrown.

Cllr Graystone- The broken road surface on Sandy Lane has been marked with white paint as though it may have been programmed in for a repair.

Cllr Graystone has cleaned one of the picnic benches that was recently vandalised.

Property number 20 and 30 St Johns Road both need letters sending to them as the hedges are very overgrown.

Cllrs Swan and Graystone will be attending a site meeting with the proprietor of The Fen to discuss their overgrown hedges.

With no further business the meeting was closed at 9.27pm