

## **BELTON WITH BROWSTON**

### **PARISH COUNCIL**

#### **CHAIRMAN: PETER NICHOLS      VICE CHAIRMAN: MICHAEL GRAYSTONE MINUTES FROM THE PARISH COUNCIL MEETING HELD ON 18<sup>th</sup> SEPTEMBER 2018 AT THE NEW ROAD SPORT AND LEISURE CENTRE, BELTON**

#### **IN ATTENDANCE**

P. Nichols (Chair), M. Graystone (Vice Chair), Councillors N. Brown, K. Botwright, D. Buckworth, M. Greenacre, L. Hillier, N. Light, G. Newman, L. Staff, I. Walpole, H. Williams K. Palmer (Clerk) and three members of the public including Boroughs Councillor Drewitt and Lawn.

*The meeting commenced at 7.30pm*

#### **PUBLIC SECTION**

Borough Cllr Lawn reported there are ongoing issues surrounding forthcoming plans for the Rose Farm site.

*With no further business the main meeting commenced at 7.32 pm*

#### **1. APOLOGIES FOR ABSENCE**

Apologies had been received from County Cllr Grant.

#### **2. DECLARATIONS OF INTEREST**

Burgh Castle Parish Council – Cllr Nichols, Bohemians Football Club - Cllr Buckworth. Also note all Parish Councillors are Trustees of Belton Playing Field Charity.

#### **3. MINUTES FROM LAST MEETING**

The minutes from the meeting held on 24/07/18 had been prior circulated by the Clerk. To accept as a true and accurate record Proposed Cllr Greenacre, Seconded Cllr Newman. All In Favour.

#### **4. MATTERS ARISING**

-A map showing the diversion route during Beccles Road closure had been received from Essex and Suffolk Water. The diversion being Green Lane followed by Church Lane.

-The Clerk to contact Anglain Water again in regards to arranging a site meeting at the pond near to the Rectory.

#### **5. CHAIR/CLERK REPORTS**

-An email had been received from GYBC concerning the possibility of being donated a new tree for the village from the Woodland Trust as part of the Queens Commonwealth Canaopy Tree Donation. It was agreed to ask what type of tree it would be before applying.

-After contacting Tescos to enquire if there was any way part of the store could remain open during the renovation a reply had been received stating this would not be possible.

#### **6. TRAFFIC CALMING ISSUES AND STEPSHORT ROAD SURFACE**

-A report had been received from the Highways Inspector in August stating various jobs would be undertaken around the villages. These included the New Road cycle path will be cut back, junctions either end of Cherry Lane to be cut back. Hobland Lane road surface to be repaired, and hedge letters will be sent out to relevant land owners.

-A reply had been received from the Highways Engineer concerning a request for possible traffic calming measures requested for various areas in the village in particular Church Lane. Within the reply it stated lowering the speed limit will not be undertaken as this is normally unsuccessful in reducing speeding. NCC would not seek to introduce physical calming measures such as speed humps as these are prioritised to specific injury accident cluster sites. However he will be working with County Cllr Grant as he has offered some member money to assist with any additional

carriageway SLOW markings at appropriate locations on Church Lane and Beccles Road.

After general discussion it was suggested that another advert could be placed in the Village Voice to try and encourage volunteers to form a Speed Watch Group for the villages.

-The Clerk read through a letter received from a member of the public highlighting problems with people parking on grass verges in certain areas of the village. Borough Cllr Lawn stated he will contact the Parking Enforcement Officers and arrange for them to visit the village to look at target some problem areas as soon as possible.

-It was agreed to email NCC Highways and both Water Companies to complain about the Stepshort pavement and road surface which are badly in need of repair.

## 7. GYBC WEBSITE

It was reported when sending an email to the GYBC complaints address the emails are not being sent and are coming back as undeliverable. There is no main directory on the website that would help you to contact the correct department much easier. The planning portal runs extremely slowly and it appears that some documents are being added too late. It was agreed Borough Cllrs Drewitt and Lawn would feedback the comments to the relevant departments, they would try to arrange the new head of Planning and Growth, Adam Nichols to attend a future meeting for a general discussion on some issues surrounding planning such as Section 106 money.

## 8. SWAN RISE CARE HOME

It was reported there had been a long thread on the Belton and Burgh Castle Facebook page concerning some alarming incidents that have taken place near to the home. After much discussion it was agreed for the Clerk to contact CQC to report there may be a problem with the security at the home that they may want to investigate. It was also agreed for the Chairman and Cllr Botwright to make an appointment to visit the on site Manager to discuss the homes security and safe guarding issues.

## 9. ADMINISTRATION AND FINANCIAL MATTERS

### AUGUST 2018 PARISH COUNCIL CURRENT ACCOUNT

| CQ   | PAYEE/DETAIL                                                                                                | V.A.T   | AMOUNT   |
|------|-------------------------------------------------------------------------------------------------------------|---------|----------|
| SO   | K. Palmer – salary 1196.91 less pension 69.42, tax 27.80, nic 59.39                                         |         | £1040.30 |
| 1979 | HMRC K. Palmer tax 27.80, nic 59.39, employer nic 68.30 D. Skipper tax 13.00                                |         | £168.49  |
| 1980 | D. Skipper wage 616.42 less pension 33.90, tax 13.00 plus mileage 9.45                                      |         | £578.97  |
| 1981 | Norfolk Pension Fund K. Palmer cont 69.42 council cont 263.32<br>D. Skipper cont 33.90, council cont 135.61 |         | £502.25  |
| 1982 | Garden Guardian                                                                                             | £162.08 | £972.47  |
| 1983 | New Road Centre- conta payment for booking                                                                  |         | £21.00   |
| 1984 | M. Graystone- refund for wooden frame materials                                                             | £33.06  | £198.83  |
|      | Total for meeting                                                                                           | £195.14 | £3481.83 |

### AUGUST 2018 PAVILION ACCOUNT

| CQ  | PAYEE/DETAIL                          | V.A.T | AMOUNT  |
|-----|---------------------------------------|-------|---------|
| 661 | K. Gipson- caretaker                  |       | £557.89 |
| 662 | Belton Pet and Hardware- sundry items | £6.37 | £38.21  |
| 663 | Flameskill Fire extinguisher service  | £8    | £48.00  |
| 664 | Bradwell Parish Council               |       | £46.00  |
| DD  | BT                                    | £9.66 | £57.96  |

|     |                                     |        |         |
|-----|-------------------------------------|--------|---------|
| 665 | L. Hocking- refund for canx booking |        | £63     |
| DD  | Espo- gas                           | £3.18  | £66.82  |
|     | Total for meeting                   | £27.21 | £877.88 |

**SEPTEMBER 2018 PARISH COUNCIL CURRENT ACCOUNT**

| <b>CQ</b> | <b>PAYEE/DETAIL</b>                                                                                     | <b>V.A.T</b> | <b>AMOUNT</b> |
|-----------|---------------------------------------------------------------------------------------------------------|--------------|---------------|
| SO        | K. Palmer – salary inc 2 hrs Bell Lane 1220.93 less pension 70.81, tax 32.40, nic 62.27                 |              | £1055.45      |
| 1985      | HMRC K. Palmer tax 32.40, nic 62.27 employer nic 71.70<br>D. Skipper tax 248.80                         |              | £415.17       |
| 1986      | D. Skipper wage 699.55 less pension 38.47, tax 248.80 plus mileage 9.45                                 |              | £421.73       |
| 1987      | Norfolk Pension Fund K. Palmer cont 70.81, Council 268.60<br>D. Skipper cont 38.47, Council cont 153.90 |              | £531.78       |
| 1988      | Garden Guardian- grass cutting                                                                          | £162.08      | £972.47       |
| 1989      | K. Palmer – refund for stamps                                                                           |              | £34.80        |
| 1990      | Mrs Evenden- Community Gardener refund for flowers                                                      |              | £22.81        |
| 1991      | IQS Security completion of Bell Lane CCTV                                                               | £244.05      | £1464.30      |
| DD        | Wave – allotments water bill                                                                            |              | £147.99       |
|           | Total for meeting                                                                                       | £426.13      | £4900.13      |

**SEPTEMBER 2018 PAVILION ACCOUNT**

| <b>CQ</b> | <b>PAYEE/DETAIL</b>                                    | <b>V.A.T</b> | <b>AMOUNT</b> |
|-----------|--------------------------------------------------------|--------------|---------------|
| 666       | K. Gipson Caretaker wage                               |              | £571.59       |
| 667       | GY Heating boiler repair                               | £61.00       | £366.00       |
| DD        | Wave – water bill                                      |              | £170.81       |
| 668       | K. Gipson Refund downpip clip and light                | £1.71        | £10.31        |
| 669       | IQS Security- call out and repair to locked out system | £14.00       | £114.00       |
| 670       | Oaasis – cleaning items                                | £20.27       | £121.64       |
| DD        | BT – phone and broadband                               | £9.66        | £57.96        |
| 671       | Flameskill- Alarm and lighting Test                    | £22.10       | £132.60       |
|           | Total for meeting                                      | £128.74      | £1544.91      |

|                       | <b>LTSB 1 Year<br/>(06-09-19)</b> | <b>LTSB 1 Year<br/>(19-01-19)</b> | <b>Council A/C</b> | <b>New Road<br/>A/C</b> | <b>Ring fenced<br/>Balance</b> |
|-----------------------|-----------------------------------|-----------------------------------|--------------------|-------------------------|--------------------------------|
| <b>Bank Bal B/F</b>   | <b>£30,000.00</b>                 | <b>£20,000.00</b>                 | <b>£31,872.76</b>  | <b>£12,635.88</b>       | <b>£51,262.00</b>              |
| <b>Bank Bal After</b> | <b>£30,000.00</b>                 | <b>£20,000.00</b>                 | <b>£23,783.29</b>  | <b>£12,274.24</b>       | <b>£51,262.00</b>              |

**Paid into New Road August and September: £1842.50**

**Dance Workshop £126**  
**Judo £308**  
**Flying Club £150**  
**GYBC Consultation £21**  
**Belton Bowman £80**

**Multi Sports £120**  
**Jollytots £99**  
**Bohemians £137.50**  
**Belton FC £30**

**Parties x11 £428**  
**Up 4 Fitness £154**  
**Beebops £84**  
**Craft Group £105**

It was reported the final invoice from IQS Security had been received for the Bell Lane CCTV works that was needed for the transistors to be placed at the Church. Cllrs Light and Graystone have inspected the equipment and all is in good working order, and the invoice can therefore be paid. To propose payment for two above payment sheets Cllr Walpole, Seconded Cllr Newman. All In Favour.

## **10. SURVEYORS OF HIGHWAYS SITES**

It was agreed to defer this item to a future meeting as there is more investigation needed.

## **11. NEW ROAD SPORT & LEISURE CENTRE**

-A Management Meeting is to be set to discuss the forth coming new football agreement. It was agreed for the Clerk to arrange this as soon as possible. It was agreed Cllr Williams will join the Management Committee. Borough Cllr Drewitt stated he is also happy to attend as the GYBC representative.

-It was reported the first quotation to level and fill in the New Road car park pot holes from Folkes came to £2800 plus vat. Two more quotations are needed.

-It was reported the first quotation to install a PIR system at New Road from Mel Jepps came to £620 plus vat. Two more quotations are needed.

-The Clerk reported during recess the electric contract came to an end. After comparing several suppliers on the market LSI found Scottish and Southern to be the most economical, therefore a new 48 month contract has been confirmed.

## **12. ALLOTMENT MEETING DATES**

It was agreed the allotments Committee Meeting will be held on Friday 19<sup>th</sup> October, 6.30pm, and the AGM will be Friday 9<sup>th</sup> November at 7pm. Both will be held at New Road Centre.

## **13. 2019 PARISH PARTNERSHIP SCHEME**

After some discussion it was agreed not to proceed with a new 2019 scheme at the present time as last years scheme has not yet been started, and no fixed start date has been received from Highways. It was agreed to write to the head of department at NCC that is responsible for this as all attempts to get information from the Highways Engineer has failed.

## **14. PLANNING**

It was agreed to submit no objections subject to neighbours comments for the following applications.

|              |                              |                                                                |
|--------------|------------------------------|----------------------------------------------------------------|
| 06/18/0467/F | 7 Amhurst Gardens, Belton    | Sun Room Extension                                             |
| 06/18/0422/F | 29 Waveney Drive, Belton     | Proposed Dormer                                                |
| 06/18/0398/F | Beccles Rd, Barn 1 Belton    | Variation of condition 2                                       |
| 06/18/0480/F | Brentwood St Johns Rd Belton | Replace existing Bungalow with two new bungalows with garages. |

The following applications have been approved:

|              |                             |                                      |
|--------------|-----------------------------|--------------------------------------|
| 06/18/0355/F | 49 Heather Road, Belton     | Single storey front & side extension |
| 06/18/0393/A | Tescos 8 Bell Lane          | Proposed signage                     |
| 06/15/0622/F | New Road (land off) Belton  | 64 Residential Dwellings             |
| 06/18/0422/F | 29 Waveney Drive, Belton    | Proposed Dormer                      |
| 06/18/0398/F | Beccles Road barn 1, Belton | Variation of condition 2             |

GYBC- Consultation on Draft Local Plan Part 2 closing date is 30<sup>th</sup> September 2018

Tree Preservation Order- Tree at Kings Head Public House is to be felled due to infection. It was agreed to submit the comment to GYBC that the Parish Council has no objections however they would like the tree to be replaced.

## **15. PORTFOLIOS**

Cllr Light reported the tree on the bank on the left hand side of Bell lane coming from the Bridge seems to have been debarked. It was agreed to report this to Highways for them to look at.

Cllr Botwright reported he had notified the Clerk that Belton crossroad was in need of being cut back as now very overgrown. The Clerk confirmed Highways will be carrying out this work within 6 weeks.

Following the Hopton Parishes meeting the turn out was dissappointing, but the session was informative.

Cllr Staff reported Moorlands School now finishes at 3pm.

## **16. GENERAL DATA PROTECTION REGULATIONS**

Prior to the meeting the Clerk has sent all members a copy of the following policies: data audit, contact privacy notice, councillor pivacy notice, data protection policy, consent to hold contact for for New Road hirers and allotment holders To accept the policies en bloc Cllr Greenacre, Seconded Cllr Nichols. All In Favour.

*At 8.59pm the main meeting was closed for the next following incamera item.*

## **17. INCAMERA RESOLUTION**

To consider a resolution to exclude the press and public from the meeting in accordance with the public bodies act (admissions to meeting)1960 s1 in order to discuss proposed amenity land in Belton.

## **18. PROPOSED AMENITY LAND IN BELTON**

It was agreed the Council will consider the proposal concerning an area of land in the Parish.

With no further business the meeting was closed at 9.36pm.