

Old Buckenham Parish Council

MINUTES of meeting of the Old Buckenham Parish Council held on Thursday 6th July 2023 at 7:30pm at Old Buckenham Village Hall

Present: Councillors N Bailey (NB)(Chair), A McWilliam (AM), D Irons (DI), P Phillips (PP), D Taylor (DT), L Evison (LE)

Apologies: S Gower (SG) and P Twissell (PT)

In Attendance: R Noyes (RN)(Clerk)

Also present: 3 members of the Public

Minute		Action
23.07.01	Apologies for absence PT and SG send their apologies. DT will arrive late.	
23.07.02	To approve the minutes of the meeting held on 1st June 2023 APPROVED (5 in favour)	
23.07.03	To record declarations of interests not already recorded in the current Members' Register of Interests None	
23.07.04	Financial Matters Community Account balance: £26,325.90 Payments for approval R Noyes (clerk salary) £383.18 Gemini (RFO pay) £225.00 D Hannah (comm car) £18.20 L Gedge (comm car) £111.60 S Barker (handyman) £250.00 NALC (subscription) £296.42 Crispin de Boos (internal audit) £35.00 Suggitt Farm Services (Green Cutting) £600.00 Glasdon UK (dog waste bin) £153.82 Total £2,073.22 Propose to approve payments APPROVED (5 in favour) The AGAR forms were submitted to the external auditors before the deadline.	
23.07.05	To receive Councillor reports and reports of matters arising from those minutes: for update and information only LE: Overgrown hedge on Hargham Rd requires cutting back. Currently sticks out and forces pedestrians towards the road. RN to write to residents concerned PP: Have recently received complaints about Two Wheel Tuesday (TWT) which were passed on to the clerk. They were received after an exceptionally busy week and centred around noise, safety of cars around playground, access to properties and quality of driving in neighbouring villages. Additionally, was notified that the Green is Common Land and not a Green. The Classification of the Green to be discussed as separate item. AM: Also received a complaint about cars and vehicles being parked all over the roads, including around the playground. Photographs were taken and issue raised with Mr Tranmer. Attended the following week Mr Tranmer had responded by adding marshals	RN

	once this is done, it will be put through to contractors for final pricing and adding to the programme. - Parish Partnership Scheme 2024/25 has opened. Ideas and suggestions welcome. - Dog waste bin location agreed with Stud Manager. Bin has been delivered and installation requested. Will publicise when completed. - Transfer of Prince Harry's Wood completed on 23rd June. Land Registry is taking up to a year to update. - Breckland Council has made contact with all Parish Councils about signs they have available for "No Dog Fouling" and "No Littering" which would be available at discounted rates if lots of Councils order them. - National Grid Upgrade: Norwich to Tilbury. Consultations are - o Friday 7th July, Diss Youth and Community Centre, 2-7pm - o Monday 10th July, Tibenham Community Hall, 1-6pm These have been publicised online already. - Contacted about whether the PC approved car parking on the Green for a funeral. PC had no knowledge of this. While Councillors had no objections to this happening occasionally, it would have been useful to have been notified. - Main playground gate magnet repaired. Thanks to DI for completing the work.	
23.07.06	To consider planning applications and to receive Breckland District Council's decisions made on any planning applications received before the meeting: (All planning applications are available for viewing on the Breckland District Council planning portal – www.breckland.gov.uk/article/2933/Search-Planning-Applications - Parish Councillors have been asked by the chairman to view the new applications in advance of the meeting) a) New planning applications i)REFERENCE: 3PL/2022/0433/F PROPOSAL: Change of use of site for storage, cutting and timber log distribution business, including extension to existing building for tractor / log storage and additional hardstanding area (retrospective). LOCATION: Arenal New Buckenham Road APPLICANT: Mr Philip Potter CASE OFFICER: Naomi Minto AMENDMENT: Submission of additional material to address noise concerns This was an amended application and Breckland have completed the noise impact report that the PC requested. Cllrs felt that the report was conducted over a small period of time. ii)REFERENCE: 3PL/2023/0421/F PROPOSAL: Installation of an 8m aluminium flagpole. LOCATION: OLD BUCKENHAM: 5m to the North West of the War Memorial APPLICANT: Old Buckenham Parish Council (Please note that this is for information only) Clerk was notified just before meeting that this has been approved. iii)REFERENCE: 3PL/2023/0398/F PROPOSAL: Proposed use of Church Rooms to include Class E (bookshop / cafe and sale of related merchandise) LOCATION: OLD BUCKENHAM: The Old School/Church Rooms Crown Road APPLICANT: Book Bubble	

	NB explained that she didn't realise that there was going to be a café and that it could be open until 10pm. It is a small road which struggles with current traffic levels (pub, church, playground, food vendors etc). There are a lot of residents nearby and the playground so need to be mindful of parking. A member of the PCC explained that the church rooms have been run by the church for around 40 years. It has been let out to organisations and for events but that has never covered the cost of maintaining the building. Levels have dropped significantly since Covid. It is getting older and requires future work so decision was made to rent out long term. Usual opening hours will be approx. 10am-4pm, with option to open until 10pm occasionally. The Church don't believe there will be a significant impact on parking. Initially will be open for a 6 month trial of just the bookshop. If that's a success then will expand to offer tea and cake. Propose to support (3 in favour, 2 against, 1 abstain) APPROVED iv)REFERENCE: 3PL/2023/0399/A PROPOSAL: 3 Non Illuminated Fascia Signs (Shop Signage / Front Elevation) and 2 directional road signs LOCATION: OLD BUCKENHAM: The Old School/Church Rooms Crown Road APPLICANT: Book Bubble This is a Consultation for Advertisement. Councillors had no issues with the sign for the building, as long as it was in keeping with the area. As the PC decided to not have any rules/guidelines for signs on the Green, they felt they were unable to vote on the application for signs on the Green. DI suggested purchasing a brown tourism sign. b) Amended Applications (for information only) None c) Planning Decisions by Breckland Council (for information only) The following applications have been considered and have been APPROVED: i)REFERENCE: 3PL/2021/1690/F PROPOSAL: Change of use of land from agriculture land to mixed use of agriculture and leisure & domestic use (retrospective). Erection of fencing, entrance gate, bell tent, outdoor kitchen, chicken feed store, beehives, chicken feed store, chicken coop & earth bund and alterations to existing pond (retrospective). LOCATION: OLD BUCKENHAM: Land At 608360 291240 Cuffer Lane APPLICANT: Mr Ashley Whaley CASE OFFICER: Matthew Blackie ii)REFERENCE: 3PL/2023/0462/HOU PROPOSAL: Proposed Ground & First Floor Rear Extensions & Associated Alterations. LOCATION: OLD BUCKENHAM: 32 Hargham Road APPLICANT: Mr & Mrs Robert & Joanne Lowe CASE OFFICER: Katie Arnold iii)REFERENCE: 3PL/2023/0421/F PROPOSAL: Installation of an 8m aluminium flagpole. LOCATION: OLD BUCKENHAM: 5m to the North West of the War Memorial APPLICANT: Old Buckenham Parish Council	
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	d) Planning Appeals None	
23.07.07	Grass Cutting at St Andrew's Close Two quotes received for cutting of grass areas of St Andrews Close, which have recently been transferred to the PC's ownership. Propose to agree to Breckland/Serco's quote (6 in favour) APPROVED	
23.07.08	Skip for Allotments 3 quotes requested, only 2 responded. Propose to accept Option 2 (6 in favour) APPROVED. AM and RN to arrange dates.	RN/ AM
23.07.09	Bench at Ottomer Pond Request Recent request received to place a bench in memory of a long term resident who recently passed away. Guidelines for the bench and its installation were provided and the family member was happy with details. RN to arrange Propose to approve (6 in favour) APPROVED	RN
23.07.10	War Memorial Cleaning 4 quotes received for the work. The suggested method of cleaning varied between companies and were either washing with warm soapy water or a steam clean. All companies explained that the stain (from bronze sword) is very difficult to remove and so can not be guaranteed. RN noted that the favoured option had a condition that additional costs may be incurred if scaffolding was required. RN to continue discussions to establish exact costs, with a site visit if needed.	RN
23.07.11	Jobs for Councillors Updated for new Councillors. Please see attached.	
23.07.12	Management of Prince Harry's Wood NB suggested that Prince Harry's Wood be included in the area managed by the Green Working Party (GWP). The budget for the GWP to be increased by £500 to accommodate any additional extra work. Propose that the Green Working Party manage Prince Harry's Wood with an additional £500 towards their budget (6 in favour) APPROVED	
23.07.13	Classification of the Green After PP was notified that the Green was Common Land, RN started researching to find out as much information as possible about the matter, as it could impact its use. Norfolk County Council was contacted to find the definitive map of common land in Old Buckenham. Further contact has been made to investigate the full details and am currently awaiting response. RN to continue researching and liaise with the Green Working Party/Green Rights Proprietors on the matter	RN
23.07.14	Public Participation relating to agenda items only (3 minutes each) None	
23.07.15	To consider items for next agenda Action Log – Add Classification of the Green	
23.07.16	To confirm date of next Parish Council meeting at Thursday 3rd August 2023 at 7:30pm at Old Buckenham Village Hall Confirmed	

**Old Buckenham Parish Council
Working Parties 2021**

Personnel Committee: Naomi Bailey, Ali McWilliam

Play Area Working Party: Naomi Bailey, Kerry Talbot (resident), Doug Irons

Recreation Area Working Party: Pete Twissell

Old Buckenham Village Hall: Pete Twissell*/David Taylor

Allotments: Ali McWilliam

OBPC website: Rachel Noyes, Doug Irons, Paul Phillips

Old Buckenham Green Rights: Naomi Bailey

Village Green Working Party: Naomi Bailey, Sarah Dye (Green Right Proprietor), Allison Frank (Green Right Proprietor), Lord of the Manor, John Fernihough (resident), Lesley Evison

Eleemosynary Trust: Naomi Bailey

Neighbourhood Plan: Naomi Bailey, Doug Irons, Ali McWilliam, Paul Phillips, David Taylor, Leslie Evison, P Twissell, S Gowers

Public Rights of Way (PROW): David Taylor

School Liaison Officer: Naomi Bailey

Road Safety: Steve Gowers*

* To be confirmed