

**MINUTES of meeting of the Old Buckenham
Parish Council
held on 03rd April 2025 at 07:30
at Old Buckenham Village Hall**

**Old Buckenham
Parish Council**



The minutes are recorded in line with the terms of reference for meeting and the numbered items on the agenda. Copies of the Agenda will be issued alongside the final ratified minutes.

Present: Councillors N Bailey - Chair (NB), S Burton (SB), S Gowers (SG), P Twissell (PT).

Apologies: - D Irons – Vice Chair (DI), L Evison (LE), D Taylor (DT), Megan Elvin – Clerk (ME), Donna Oakley – RFO (DO)

In Attendance: - T Cook – Acting Clerk

Also present: 9 members of the Public

Chair signed as approved:

Vice chair signed as approved:

Meeting opened: 19h35

Date:

Date:

Minute

Action

25.04. 01 **Apologies for absence – as above**

25.04. 02 **To approve the minutes of the meeting held on 06th March 2025**

One amendment to the minutes – point 25.03.16 – first sentence should read 'Need to appoint another Trustee for the Eleemosynary Trust'. Also, the Chair requested the editor of the Village Newsletter runs a paragraph in the Newsletter to explain what the 'Eleemosynary Trust' is. (editor agreed)

Proposed By NB and Seconded by SG to approve (4 in favour)
APPROVED

25.04. 03 **To record declarations of interests not already recorded in the current Members' Register of Interests**

None

25.04. 04 **Financial Matters**

Community account balance	£22,492.84
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Payments for Approval

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Cheques:	Cheque No	
M Elvin Clerk	100062	£675.79
RFO	100063	£270.00
P Little	100064	£61.50
Broadland Tree Services	100065	£456.00
L Gedge	100066	£92.25
R Curtis	100067	£13.50
NALC Training	100068	£88.80
J Frost	100069	£20.75
1: Total Cheques <03/04/2025>		£1678.59

Sos/DDR/s/BACs:	Reference	
2: TOTAL SOs/DDRs/BACs		
GRAND TOTAL (1+2)		£1678.59

Proposed By SB and Seconded by PT to approve (4 in favour)
APPROVED

25.04. 05 **To receive Councillors and District Councillors reports and reports of matters arising from those minutes: for update and information only**

SG - confirmed CPR and Defibrillator training was completed.
Reported back re potholes by Post Office.
Expressed frustration with Highways as little being done by them in the Village re traffic apart from repainting "Slow signs".

Speed watch data – on average the sessions are showing 15 motorists exceeding the 34-mph speed limit for the recording period. SAM data shows for Fen Street, there is no future need for Speed Watch here. SAM sign data shows its use appears to slow the traffic; it informs the Speed Watch team of areas to focus upon and it receives positive reaction in the Village.

SB - reported on the work Councillors had undertaken to clear the drainage pipe leading from Ottomer Pond. However, the pipe will need jetting to make sure it remains clear. He detailed verbal quotations obtained from a range of contractors. Work would not be able to be undertaken until July by contractors. **SB** said he would now obtain 3 written quotations.

At this point there were verbal questions raised by members of the public in attendance. The first related to their view that it needs to be proven that the pipe is in good repair. This would future proof the site and if building does take place and then damages the pipe this could be proven. It was stressed there was to need to be sure the pipe is secure. **SB** replied, it would up the costs considerably as the water is dirty and so difficult to get a clear picture. To get clear water running through the pipe would need extra work. He was of the opinion if the water jet goes through the pipe, it demonstrated it was secure.

A further point was put by a member of the public - it would be beneficial to utilise the use of a camera as per the "Ottomer Pond Project Plan".

Further discussion took place. The Chair proposed jetting the pipe to ensure a clear flow and if needed to utilise a camera one should be hired. This was agreed by Councillors.

PT - He had asked the question posed by Breckland DC to the Village Hall Committee, 'was the Hall available for opening in the event of emergencies?' The Chairperson responded by stating that under the proposed new constitution of the Hall as a Charitable Incorporated Organisation (CIO) they are required to work with outside agencies and so the answer is yes.

The Village Hall Committee agreed to the Council request for a new post box at the Village Hall.

At the Village Hall meeting there was a request to reseed an area of the grounds with wildflower seeds. Discussion took place re the proposal and a councillor offered to purchase a kilo of seed for £26 to paid for by the Council. All Councillors were in favour.

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PT asked for advice from the Council in relation to the dwindling number of people willing to serve on the Village Hall Committee. If it came to the point where numbers on the committee were not sufficient to efficiently run the Hall what would be the position of the Hall. The answer was, the Hall would be run by the Parish Council. It was recommended that the recruitment of Village Hall Committee Members would be included on the Agenda for the Village AGM.

NB – a meeting has been arranged for NB, DI, SG, DO and Sarah Dye in relation to charity accounts and assets.

NB has had a meeting with Stuart Barker re village job list.

NB has been asked in relation to car parking outside the Village Shop who has responsibility for fixing the potholes. There is a need to investigate.

DI had asked – what is happening regarding the Bank Account. Should we employ **DO** to sort out the problem?

25.04. 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)

New planning applications

I. Ref: PL/2025/0261/FMIN

Proposal: Continued use of Church Rooms to include Class E (Bookshop/Café and sale of related merchandise) and change to opening hours

Old School Bookshop, Church Rooms, The Green, Old Buckenham.

No issues.

Proposed by NB Seconded PT – (4 in favour)
APPROVED

II. Ref: PL/2025/0314/HOU

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**Proposal: Renewal of planning permission
3PL/2021/0102/HOU - Construction of Swim-
ming Pool and
Erection of Pool Building including gym,
changing room and lounge area.
64 Fen Street, Old Buckenham, Attleborough,
Norfolk, NR17 1SR**

No issues.

Proposed by NB Seconded PT – (4 in favour)
APPROVED

**III. Ref: PL/2024/0886/CLEUD
Proposal: Certificate of Lawful Existing Devel-
opment - carrying out works comprising of
site access (labelled 'Access track (West)' and
'Access track (East)) as the
lawful implementation of planning permission
3PL/2021/0236/F**

Land Off Attleborough Road, Old Buckenham

APPROVED

25.04. 07 **Green Working Committee Update**

- Cut brambles have been chipped and removed
- Posts on Sunnyside side of The Green are having topsoil put around their bases and wildflower seeds spread to stop weed incursion
- The sandbags at Ottomer Pond will be having topsoil put over them – it will then require spreading
- Damaged tree branches in Jubilee Wood (opposite the Gamekeeper) need to be addressed – a tree surgeon has been contacted but needs chasing up
- Cutting of the Green – several quotes have been obtained to undertake 2 cuts of the Green. It is proposed to cut certain areas and not the whole of the Green. The main Green will be cut all round edges. It is proposed to use grass cutters instead of tractors so the surface of the Green can be protected, and cuts can be made under the trees. Issue to be resolved is how to pay as the Green Committee have approx £2k but the cheapest quote is £4k. Wayleaves were mentioned and will be offered as they appear during the year as appropriate. The new proposals will improve the Green and allow for wildflower growth.

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- The volunteer / working party proposal has already had several people come forward. Key immediate tasks include, brambles need clearing the Mill Road end of the Green and around the bus shelter; tidy pond near to the post office; clear up fallen wood; Crown Road and Church Lane areas require suckers from trees to be addressed

25.04. 08 **Hedge Rows Mr & Mrs Avis Quotation Puddledock**

Matter was raised in August. Hedgerow requires thinning around Puddledock Corner area. This would improve visibility at the corner and the turn into Fen Street. Quote of £600 to do this – Highways will not pay. Proposed the Parish Council pay. Proposed NB PT seconded – all in favour (4) APPROVED

25.04. 09 **Church Yard Update**

Meeting held with 2 members of the Church Council (minutes available) to devise a way forward. Next meeting on 7th May 2025. Meeting will look at – costs; funding sources; options available; procedures to get firm arrangements and costs and bring back to the Parish Council for further discussion.

25.04. 10 **Solar Farm Update**

ME

Currently we have no update on the Solar Farm. The Clerk is waiting for a reply from PACE which is the company who are dealing with the Solar Farm. They have allocated the Clerk to go to a named person, Mark Kelly. The Clerk has tried to get in contact with him over the phone, but now she is waiting for an email update. A key question will concern possible funding implications for the Village and what funding can be used for.

25.04. 11 **Weather Radar Update**

ME

The main works contract (for the construction of the radar tower and communications cabin) has been awarded to Brody Forbes Ltd with the main phase of construction expected to start on site in May this year. Some site clearance has already been carried out at the Anglian Water Drilling Yard on Abbey Rd, and in advance of the main works the project team are progressing with some infrastructure work (power and communications) on site.

The tower top install of the radar parts is planned for the autumn of this year with a period of testing and commissioning before the radar becomes fully operational in the early summer of 2026.

The project team have made Brody Forbes Ltd aware of the sensitivities around the site and of the restrictions around using some of the local roads. Brody Forbes Ltd will liaise with local stakeholders, including Old Buckenham Parish Council, in advance of and during the works to minimise any disruption.

25.04. 12 **Benches on the Green** DI

See item 25.04.16

25.04. 13 **VE & VJ Day Celebration**

We have unfortunately missed the deadline for applying for a grant from Breckland Council to help pay towards the celebration. The cut off date was the 9th March 2025. So, if we do want to do something for VE / VJ day it would be out of the parish's pocket.

An idea The Clerk had was that we could consider is an "Old Buckenham VE / VJ Day Bake Off". Contestants can pay a small entry fee to participate. We have 2 competitions, 1 for savoury foods that were popular in World War II and one for sweet foods that were popular in World War II. We can come up with a list of foods for each side; give this to the contestants and then they can choose what food to make at home to then bring to the judging in the village hall on the day that we celebrate.

Some of the income from the entry fee will be kept back for the council and can be used to pay for the Village Hall, the other part can be put into a cash prize for the winner.

We can have 2 of the councillors as judges for the food.

Proposed PT seconded SG (4 in favour) APPROVED

25.04. 14 **Meeting with Highways RE Cake Street Feedback** SG

See item 25.04.5

25.04. 15 **Fen Street Speed Data** SG

See item 25.04.5

25.04. 16

The Green Lease

DI

Re the benches on the Green. Initially the insurance certificate required by the applicant was not forthcoming. It has now been received. Everything is now in place; agreement reached in principle and just requires the agreement to be signed, and fee paid. Now that the policy is in place there is a need to ensure regulations are followed.

25.04. 17

Public Participation on agenda items only (3 minutes each)

- Follow-on from 24.04.5: there was a request for email addresses for all Councillors so that they could be forwarded a copy of the Ottomer Pond Project Plan. There was a feeling for the need to move forward from the cleaning of the pipe to following the key points in the Project Plan. This would then allow the Chair to release funds if in agreement with the Project Plan. Further discussion took place on the needs of the Project Plan and possible contractors who could undertake the work.
- Children's Playground - the squeaky swing is annoying to residents living nearby. Please could this be fixed. An assurance was given that this was in hand.
- A member of the Public came forward and volunteered to become a Trustee for the Eleemosynary Trust

25.04. 18

To consider items for next agenda

- Ottomer Pond (ongoing)
- Address areas of long grass and benches with the handyman
- Solar Farm
- Weather Radar Update
- Village AGM
- Speed Watch update – speed signs

25.04. 19

To Confirm date of next Parish Council meeting on **01st May 2025** at Old Buckenham Village Hall at 7:30pm
Confirmed

25.04. 20

To Confirm Meeting Closed at 21.30h. Confirmed