

BELTON WITH BROWSTON

PARISH COUNCIL

CHAIR : PETER NICHOLS VICE CHAIR : MICHAEL GRAYSTONE
MINUTES FROM THE PARISH COUNCIL MEETING HELD ON 3rd SEPTEMBER 2019
AT THE NEW ROAD SPORT AND LEISURE CENTRE, BELTON

IN ATTENDANCE

P. Nichols (Chair), Councillors K. Botwright, D. Buckworth, N. Brown, M. Graystone (Vice), M. Greenacre, N. Light, L. Staff, I. Walpole, H. Williams, K. Palmer (Clerk), and ten members of the public including Borough Cllrs Myers and Cameron and County Cllr Grant.

The meeting commenced at 7.30pm.

PUBLIC SECTION

-Members of the public enquired had any formal decision been received concerning the proposed new tea room on Bell Lane as the article in Village Voice read as though it had been agreed. It was confirmed the Parish Council had not received any notification from GYBC as to whether the planning application had been granted, and that the article in Village Voice had been written by the owner of the Hardware Shop.

The residents stated they had objected to the application for a number of reasons, one being there is already such problems on Bell Lane and The Stave with parking, a new cafe will only add to the problem. Tesco lorry drivers are now parking on the cul de sac for an hour and a half at a time and using it as a break stop. This is causing a safety hazard for the residents as they are blocking visibility when driving out from their driveways.

Following long standing roadworks the residents have reported to NCC Highways on a number of times that the barriers have been left there even though the works were completed 10 weeks ago, the road has become an eyesore. There is also a hump forming in the road which is a trip hazard particularly in the dark.

It was agreed County Cllr Grant and the Chairman will take these issues up with NCC Highways Dept.

-Borough Cllr Cameron reported she had been in contact with the Planning Dept concerning the demolition of the bungalow, Brentwood, St Johns Rd. GYBC have stated Building Control are overseeing the case. However Cllr Botwright has questioned why was the demolition not stopped by Building Control when it was it was reported an asbestos removal contractor was not undertaking the works. Borough Cllr Myers stated he too had referred the matter to Building Control following receiving a complaint from a neighbouring resident, and will follow this up after the meeting.

-It was reported a yellow bollard at the mini roundabout needs replacing.

-Borough Cllr Myers reported the Lothingland CLT AGM will be held on the 19th September, 7pm at Burgh Castle Village Hall. Concerning Swan Rise Care Home, all the reports have been submitted, all is quiet at the moment.

-County Cllr Grant reported the New Road cycle track improvements have been agreed to be paid for, this will include upgrading the New Rd/Waveney Drive trod to a proper footpath. But unfortunately due to the proposed development at the Bradwell end of the road this will be held back for at least a year as this end of the project may be paid for by the developers if the application is approved.

-County Cllr Grant reported he will be working with NCC Highways in the next year to look at implementing T.R.O. in the village that would include adding some double yellow lines in some areas to help tackle some of the parking problems. County Cllr Grant also confirmed he will contact Paul Sellick for an update on the repair to Stepshort.

With the public section closed at 8.07pm the main meeting then commenced.

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr Hillier. To accept the apology Proposed Cllr Greenacre, Seconded Cllr Staff. All In Favour.

2. DECLARATIONS OF INTEREST

Burgh Castle Parish Council – Cllr Nichols and Greenacre, Bohemians FC – Cllr Buckworth, Belton FC – Cllr Brown. Also note all Parish Councillors are Trustees of Belton Playing Field Charity.

3. MINUTES FROM LAST MEETING

Minutes from the meeting held on 16/07/19 had been prior circulated by the Clerk. To accept as a true and accurate record Proposed Cllr Walpole, Seconded Cllr Graystone. All In Favour

4. MATTERS ARISING

The Clerk confirmed no further update had been received concerning:

-Japanese Knotweed – Wild Duck Holiday Park (Belton Common)

-Land next to 1 Rosedale Gardens

-Owner of Sandy Lane Dyke. It was agreed for the Clerk to contact Dagenham Borough Council to try and tract down the owners of the land.

5. NEW ROAD SPORT & LEISURE CENTRE

Following receiving the development proposals from Belton FC it has been confirmed by GYBC they would not object, subject to necessary planning permission that may be required for the following:

-The erection of a fixtures board.

-The timber post fencing surrounding the ground and steel rails.

-The astro turf and advertising boards.

Following planning permission being granted a formal letter of consent will be issued.

6. 2019/20 PARISH PARTNERSHIP SCHEME

It was agreed to defer this item until the next meeting for Councillors consider any possible projects. It was agreed for the Clerk to contact Garden Guardian to obtain a quotation to strim back some of the footpaths around the village, and to find out if this can be part funded under the Scheme

7. ADMINISTRATION/FINANCIAL MATTERS

PARISH COUNCIL CURRENT ACCOUNT – AUGUST 2019

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
SO	K. Palmer 1284.61 less pension 74.51 nic 67.87, tax 33.60		£1108.63
2073	HMRC K. Palmer tax 33.60, nic 67.87 , employer nic 78.05 D. Skipper tax 43.60 K. Gipson nic 36.05, employer nic 41.46		£300.63
2074	D. Skipper wage 672.00 less pension 36.96, tax 43.60 plus mileage 18.45		£609.89
2075	Norfolk Pension Fund K. Palmer cont 74.51 council cont 289.03 D. Skipper cont 36.96 council cont 151.20		£551.70
2076	Garden Guardian	£166.13	£996.78
2077	Belton Scout Group – donation towards repair to track to access hut		£500.00

	Total for meeting	£166.13	£4067.63
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PAVILION ACCOUNT AUGUST 2019

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
725	K. Gipson wage 1019.43 less nic 36.05		£983.38
DD	BT	£10.22	£61.32
726	Sallyann (Up 4 Fitness) – refund for cancelled classes		£42.00
727	Flameskill- fire equipment service	£30.75	£184.50
DD	Espo - gas	£2.71	£56.83
DD	Southern Electric	£99.97	£599.83
728	Global Locking Systems - keys	£11.80	£70.80
	Total for meeting	£155.45	£1998.66

PARISH COUNCIL CURRENT ACCOUNT SEPTEMBER 2019

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
SO	K. Palmer – salary 1284.61 less pension74.51, tax 33.60, nic 67.87		£1108.63
2078	HMRC K. Palmer tax 33.60, nic 67.87, employer 78.05 D. Skipper tax 52.80, nic 27p, employer 31p		£232.90
SO	D. Skipper wage 721.28 less pension 39.67, tax 52.80, nic 27p plus mileage 12.15		£640.69
SO	Norfolk Pension Fund K. Palmer cont 74.51, council 289.3 D. Skipper cont 39.67 council 162.29		£565.50
2079	Garden Guardian- grass cutting	£166.13	£996.78
2080	K. Palmer – refund for stamps		£29.28
DD	BT – quarterly telephone and broadband	£25.20	£151.20
2081	M. Riches – remove shibs from Sandy Lane Triangle	£33.00	£222.00
	Total for meeting	£224.33	£3946.

PAVILION ACCOUNT SEPTEMBER 2019

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
SO	K. Gipson Caretaker wage		£687.38
DD	BT	£10.22	£61.32
729	Michael Riches – car park maintenance	£177.00	£1062.00
DD	ESPO- balance due follow credit notes from Feb to July		£10.29
730	K. Gipson – refind for toilet seat		£13
	Total for meeting	£187.22	£1833.99

	LTSB 1 Year (06-09-19)	LTSB 1 Year (12-02-20)	Council A/C	New Road A/C	Ring fenced Balance
Bank Bal B/F	£30,000.00	£20,000.00	£31,193.82	£14,315.67	£51,262.00
Bank Bal After	£30,000.00	£20,000.00	£22,892.69	£12,495.80	£51,262.00

Money Paid into New Road £1623.50

Fit 2 Help £336

Judo £112

Parties x3 £80.50

Craft Group £168

Jollytots £99

Bohemians £748

Belton Bowman £80

Pilates £38

To propose the above payment sheet Cllr Staff, Seconded Cllr Greenacre. All In Favour.

Cllr Buckworth reported the £30,000 short term investment is due to mature shortly. Propose to reinvest the deposit for a further year Cllr Greenacre, Seconded Cllr Walpole. All In Favour.

8. ONLINE PAYMENTS

After investigation Cllr Buckworth reported the following proposal to tighten up the security around online payments, and to speed up the payment process with the following update to the bank mandate.

After looking into the Parish Councils Financial Regulations it does state where internet banking arrangements are made with any bank, the Clerk shall be appointed Service Administrator. A number of Councillors will be authorised to approve transactions of those accounts. Payments can be instructed by the use of the Service Administrator alone, or by the Service Administrator with a number of approvals.

Therefore Cllr Buckworth Proposed to add all signatories to access online banking. The Clerk shall become the Service Administrator with access to both accounts for payments. All payments will be authorised a Cllr/s before payment is made. Payments that can be raised prior to a Council Meeting (but will be documented on the monthly payment sheet for approval in the normal manner) will include:

- Wages
- Utility invoices
- Invoices relating to work carried out that the Council has already approved at a meeting (and has been signed off and cleared for payment by the relevant Cllr as appropriate)
- Reimbursement of expenses to a Councillor or Employee as long as that expense has been authorised by another Councillor and invoice/receipt has been produced.

Seconded Cllr Nichols. All In Favour.

9. RISK ASSESSMENTS

The Clerk had circulated to all members the reviewed risk assessments:

- Parish Council
- New Road building and field
- Bell Lane Playing Field
- Skate Ramp

To accept the assessments with no changes made, Proposed Cllr Staff, Seconded Cllr Walpole. All In Favour.

10. DEBEN DRIVE/BELL LANE PARKING

Following reporting vehicles continuing to park on the grass verge three times to the Civil Parking Enforcement Officers they have stated there are no parking restrictions in this area of the village therefore no tickets can be issued. Therefore it was agreed for the Clerk to contact NCC Highways to ask for permission to install wooden posts in the verge that would prevent this from happening as vehicles being parked in the area does pose a safety hazard as they prevent visibility.

11. GYBC PARISH LIAISON MEETING

The Clerk reported the next Meeting will be held on Monday 23rd September at the Town Hall, any questions to be added to the agenda will need to be forwarded to the Clerk the following day in order for them to be sent to GYBC by the 5th Sept. Cllr Botwright said he may have a question in relation to Planning, if so he will email over to the Clerk.

12. PLANNING

It was agreed to submit no objections subject to neighbours comments for the applications below:

06/19/0435/F	Barn 3, Hall Farm, Beccles Rd Belton	Balcony extension
06/19/0484/F	The Firs, Lound Rd, Browston	Single storey side extension
06/19/0417/F	4 Amhurst Gardens, Belton	Utility extension and new garage

Comments for planning application agreed during recess period:

06/19/0396/PDC 6 Bell Lane, Belton Change of use to convert shop into tea room

It was agreed to submit no objections subject to neighbours comments however the following concerns with the application are as follows:

- Asbestos removal must be completed in accordance with regulations.
- Concerns if there is any more extraction equipment sited at the rear of the premises.
- Waste removal must be prompt.
- A Cafe may cause problems on the already congested car park as the time spent maybe considerably more than a quick shop.

Applications Granted:

06/19/0086/F	Fairview Farm, Belton	Agricultural store
06/19/0321/F	Barn 3, Hall Farm, Belton	Car port extension
06/19/0285/F	Browston Hall, Browston	Change of use to classic car sales
06/19/0285/LB	Browston Hall, Browston	Change of use to classic car sales

Applications Refused:

06/19/0339/F 131 Station Rd North, Belton Steel framed building

Cllr Botwright voiced concern that even though the application above has been refused the concrete base for the building has been installed and half the steel frame has been erected.

It was agreed that Borough Cllrs Myers and Cameron will inform the planning department and enforcement officer at GYBC to investigate the matter.

13. PORTFOLIOS

Cllr Botwright – Reported a number of letters have been sent out requesting hedges to be cut back, none of which have been actioned. It was agreed to forward this now onto NCC so they can write to the land owners. There was general discussion on what to do with the teenage shelter on Bell Lane. The shelter has become an eye sore and is attracting a great deal of anti social behaviour including a great amount of litter being left in the area at weekends. After some discussion, and information from County Cllr Grant and Borough Cllr Cameron concerning an up coming feasibility study being produced by the Environment Committee at GYBC, it was agreed to leave the equipment in place for the time being. It was generally agreed the equipment should be discarded and possibly replaced by new equipment, however following the results from the study some play areas may benefit from new upgraded equipment installed by GYBC which may include Bell Lane Playing field.

Cllr Light – Following hedges being cut back by the notice boards in Browston, it was agreed to dispose of the oldest board which had fallen off the posts. The best board is still intact and able to be used. There is an ongoing problem with a motorcyclist travelling at speed in the village. This will be monitored and reported to the Police if necessary.

Cllr Graystone – Reported a branch plus three dead trees that were covered in ivy have been cut down and removed.

Cllr Botwright – The Woodland Trust trees will be delivered between 1st and 22nd November.

With no further business the meeting was closed at 9.02pm