

BELTON WITH BROWSTON

PARISH COUNCIL

CHAIR : PETER NICHOLS VICE CHAIR : MICHAEL GRAYSTONE
MINUTES FROM THE PARISH COUNCIL MEETING HELD ON 1ST OCTOBER 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, L. Hillier, N. Light, L. Staff, I. Walpole, H. Williams, K. Palmer (Clerk), and two members of the public including Borough Cllr Cameron.

The meeting commenced at 7.30pm.

PUBLIC SECTION

-Borough Cllr Cameron stated she will be organising “Belton in Bloom” for summer 2020. One idea will be to decorate bikes with floral displays, placed with existing flowerbeds so not to cause any visibility problems. Cllr Graystone confirmed he will work alongside Borough Cllr Cameron to get the project started.

-Cllr Graystone was congratulated at obtaining two awards in this years In Bloom awards.

Borough Cllr Cameron stated she will chase up a number of outstanding planning issues that she and Borough Cllr Myers are looking into concerning:

- Brentwood, Belton -Demolition of old dwelling, and start of unauthorised new build of two bungalows.
- Jacks Pool, The Pastures, Browston- Is planning permission required for the pool to be used for private swimming lessons, birthday parties etc.

With the public section closed at 7.35pm the main meeting then commenced.

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Borough Cllr Myers and County Cllr Grant.

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 03/09/19 had been prior circulated by the Clerk. To accept as a true and accurate record Proposed Cllr Graystone, Seconded Walpole. All In Favour.

4. MATTERS ARISING

-The Clerk reported after attending the coffee morning at the JGI, and following the recent Belton clean up day the following request has been made. Would the Parish Council purchase two signs to be put up at either entrance into the village. One on New Road near the Sports Centre, and one on Beccles Road, the signs would read “Welcome to Belton. Please keep our village tidy, it is an offence to drop litter”.

It was agreed before the Parish Council purchases the signs to check with County Cllr Grant if they could be funded out of his Highways budget.

Another request was made, would the Parish Council fund purchasing an outdoor Christmas tree

which would be decorated and switched on at the same time as the one located at the village shops. After some discussion it was agreed to fund a tree to the value of up to £150.

NCC Highways update on the following issues on outstanding issues:

- Overhanging Hedges

- Hobland Road

Highways will write a letter to the land owner, Browston Hall as they have not responded to the Parish Councils letters

-Browston Lane

Highways will write a letter to the land owner, The Lawns, Browston Lane as they have not responded to the Parish Councils letters.

-Beccles Road.

Highways have a flail order on their works system for this work to be undertaken by their contractors.

-St Johns Road.

A non standard letter to be sent to the land owner as Highways would prefer they under take the work.

- Footpaths

-Back Lane

-Between Station Road North and Heather Gardens

-Between Amhurst Gardens and Bell Lane Playingfield

Highways to inspect above to determine whether they are private hedges or vegetation coming from PRow's

-Sandy Lane/Back lane through to High Road Fritton

The above will be reported to the Trails Team as it forms part of Angles Way

- Two Memorial Benches

Village sign- Consent granted, permission form signed.

Bell Lane footpath in front of Moorland's School fence- No permission needed as backing onto fence, recommend check with School first, (which Cllr Graystone has done).

- Deben Drive/Bell Lane Parking

County Cllr Grant has confirmed that Highways will be installing the wooden posts on the grass verge to prevent cars being parked there

- Wild Duck – Japanese Knotweed update

The officer at GYBC has reported she has spoken to the site, and they are happy that any in the waterways has been controlled. They will visit the area of the common that they own this week to see what is going on and will get back to her at the beginning of next week.

- Waveney Drive Scaffolding

It had been reported to the Parish Council that an entrance/exit has been created onto Waveney Drive from The Hideaway on Bure Close, so that building materials can be delivered through the new access point.

The Enforcement Officer has confirmed he has already been dealing with this complaint and has made a referral to Highways, and has received confirmation that they are taking action. The fence is under 2m in height from the owners side of the property and does not require planning permission but the scaffolding and excavation pose issues for highways as does the loading at this location.

-A reply had been received from Highways concerning the purchase of strimming equipment or payment to an employee/contractor under the Parish Partnership Scheme

It was stated the fund does not support maintenance issues or the purchase of equipment

If the footpaths are NCC owned the Parish Council should contact the Highway Engineer, or an alternative is to speak to your County Councillor who has a small fund available.

-It was reported no progress had been made by contacting Barking and Dagenham Council regarding the ownership of the land next to Sandy Lane Dyke. However Cllr Botwright reported Anglian Water have been and cut back the vegetation in the area owned by them.

It was agreed Cllrs Botwright and Graystone will meet with R & R Services or the New Road Caretaker to get the logs cut down, the wood can then be left on the land.

5. ANNUAL RETURN & REVIEW OF EFFECTIVENESS

The External Auditors report has been received from Littlejohn LLP. It states the information in sections 1 and 2 in the AGAR are in accordance with proper practice,s and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory practices have not been met. Therefore as no matters have been raised by the Auditor there are no points of effectiveness to review.

6. 2019/20 PARISH PARTNERSHIP SCHEME

There was no project but forward for consideration this year.

7. ADMINISTRATION/FINANCIAL MATTERS

PARISH COUNCIL CURRENT ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Palmer – salary 1284.61 plus Bell Lane & Nrd hours 38.67 less pension 76.75, tax 40.80, nic 72.51 plus mileage 6.30		£1139.52
BACS	HMRC K. Palmer tax 40.80, nic 72.51, employer nic 83.44 D. Skipper tax 59.60, nic 4.57, employer nic 5.21		£266.13
BACS	D. Skipper wage 757.12 less pension 41.64, tax 59.60, nic 4.57 plus mileage 42.30		£693.61
BACS	Norfolk Pension Fund K. Palmer cont 76.75, council cont 297.74 D. Skipper cont 41.64, council cont 170.35		£586.48
BACS	Garden Guardian- grass cutting	£166.13	£996.78
BACS	PKF Accountants – External Audit	£60.00	£360.00
BACS	Pink Office - stationary	£22.09	£132.52
2082	R & R Services – dead tree/branch removal Bell Lane & allotments		£250.00
2083	David Ogilvie – Bell Lane Charity 2 memorial benches	£315.20	£1891.20
2084	Heart 2 Heart Norfolk – defib pads (2 sets)		£50.00
2085	M. Graystone – gardening receipt		£25.00
DD	Anglian Water (WAVE)- Allotments		£239.56

2086	Belton FC – loan of monies		£2000.00
	Total for meeting	£563.42	£8627.80

PAVILION ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Gipson Caretaker wage		£541.44
DD	BT	£10.22	£61.32
SO	PWLB - mortgage		£3100.03
DD	Anglian Water (WAVE) - water		£100.43
DD	ESPO - gas	£2.34	£49.17
BACS	Flameskill – alarm & lighting inspection	£42.60	£255.60
731	Belton Pet & Hardware	£12.42	£74.51
732	Ellen Evans – refund for cancelled booking		£35.00
733	K. Gipson – refund for cleaning supplies	£13.55	£81.27
	Total for meeting	£81.13	£4298.77

	LTSB 1 Year (08-09-20)	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	£22,892.69	£12,495.80	£51,262.00
Bank Bal After	£30,000.00	£20,000.00	£43,885.54	£8,702.03	£51,262.00

Money Paid into New Road £638

Fit 2 Help £112

Party x1 £44

Theatre Group £70

Judo £84

Belton Bowman £41

Craft Group £84

Yoga £70

Beebops £105

Camera Club £28

To Propose payment for the sheet above Cllr Staff, Seconded Cllr Hillier. All In Favour.

8. GREAT YARMOUTH DRAFT LOCAL PLAN PART 2

After some discussion it was agreed the Parish Council will not submit a comment on the consultation as no new planning development has been allocated for Belton with Browston. However any individual can send in comments for any land in the Borough.

9. WOODLAND TRUST

Cllr Botwright reported he will be receiving the saplings between the 1st and 21st November. They will be delivered to his home address. Some of the areas where the trees may be planted include Back Lane, Moorlands School, New Road (clear areas not backing onto a property) and Bell Lane Field. Borough Cllr Cameron confirmed she is happy to assist Cllr Botwright with the planting.

10. SOUTHERN PARISHES MEETING

It was agreed to restart the meetings by inviting the other Southern Village Parish Councils to a meeting at New Road, time and date to be confirmed in due course.

11. BUDGET TO SPEND REPORT & BANK RECONCILIATION

Detail	2019/20 Budget	Spend To Date
Clerk Salary	£15,400	£7,733
Clerks Pension – Council contribution	£3,400	£1,736
Clerk Employer NIC	£950	£472
Insurance – Council Main Policy	£1,250	£1,239
Stationary/Postage/Advertising	£700	£318
Phone/Broadband	£740	£257
Membership/Subscriptions	£650	£604
Professional Fees inc audit & gravel pit registration	£550	£830
Election Costs	£0	£0
Training	£0	£28
Community Caretaker salary and pension inc mileage	£8,000	£4,428
Community Careker Pension – Council contribution	£1,850	£936
Village Maintenance (inc footpaths/hedge cutting/gardening receipts/noticeboards)	£1,820	£594
Skatepark maintenance	£400	£0
CCTV maintenance & service	£150	£0
Bell Lane assets main floodlights/play equip/benches	£400	£100
Social Inclusion/Youth/Section 137 payments	£0	£1,000
Sundry (inc allot water & repairs £186)	£500	£278
Parish Partnership Scheme	£1,000	£0
Litter Bin Emptying - GYBC	£230	£0
Grass Cutting – Garden Guardian	£9,700	£6,614
Bland Corner Dyke Clearance	£1,000	£0
Eventus – Payments made from groups money which is held by the PC	£0	£0
Non Budgeted Items Paid from Reserves (payments for CCTV w hich w ere budgeted in 2017/18)	£0	£0
BwB Meeting hire (internal trans)	£0	
TOTAL	£48,690	£27,167
Mortgage	£6,200	£3,100
New Road Fence	£0	£0
Insurance – New Road Policy	£1,000	£988
Electric	£1,450	£929
Gas	£1,600	£260
Water	£280	£0
Caretaker – New Road	£6,900	£4,651
Telephone & Broadband	£570	£303
Advertising	£0	£0
Boiler Service/maintenance	£500	£0
General Repairs/Maintenance	£900	£195
Roller Blind Service	£500	£235
Car Park level & weedkill	£1,000	£885
PIR system	£620	£410
Monies paid onbealf of Sports Tours	£0	£802
Refund for cancelled bookings	£0	£42
MISC-Subs£0 Clean/Dec £229, Pro Fees £154 Equip £171, Sundry £45	£1,500	£599
TOTAL	£23,020	£13,399
	2019/20 Budget	Income To Date
Income - Council		
Precept	£46,390	£17,535
Interest	£0	£0
Misc Income – Payment from other Parish Councils for Training	£0	£0
Allotments	£570	£50
Monies paid to Eventus Xmas tree light switch on	£0	£0
GYBC – refund from Belton FC for planning app	£0	£141
Bell Lane Charity refund for clerks salary and professional fees	£129	£0
Total	£47,089	£17,726
Income New Road		
Precept	£11,320	£11,320
Party Hire	£2,000	£1,069
Club Hire	£8,380	£4,133
Bohemian FC	£2,500	£1,274
Belton 1 st Scout group	£130	£0
B w B Meeting Hire	£190	£0
Sports Tours Income	£800	£1,253
Total	£25,320	£19,049

Bank Reconciliation

Bank Balance as per statements as at 30th September 2019

Council Current Account	£26,801.53
Belton with Browston Pavilion Current Account	£14,075.80
Lloyds S/Term Investment	£30,000.00
Lloyds S/Term Investment	£20,000.00

	£90,877.33

Less unrepresented cheques as at 30th September 2019

Cheque number 729	£1062.00
Cheque number 730	£ 13.00
Cheque number 2057	£ 603.59
Cheque number 2063	£ 117.00
Cheque number 2066	£ 596.93
Cheque number 2074	£ 609.89
Cheque number 2079	£ 996.78
Cheque number 2081	£ 222.00

(£4221.19)

Net Balance as at 30th September 2019 £86,656.14

Cash Book

Opening Balance 1 st April 2019	£91,778.92
Add: Receipts in the year	£37,620.93
Less: Payments in the year	£42,743.71
Closing balance per cash book	£86,656.14

12. PLANNING

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

06/19/0535/F	Empala, Sandy Lane, Belton	New position for access and driveway
06/19/0504/F	The Manor Barn, Browston	Single storey extension

Applications Granted:

06/19/0435/F	Barn 3, Hall Farm, Belton	Balcony extension and infill extension
06/19/0484/F	The Firs, Lond Rd, Browston	Single storey extension
06/19/0417/F	4 Amhurst Gardens, Belton	Extension & detached garage

Applications Refused:

06/19/0280/F	23 Provan Crescent, Belton	Two storey & single storey extension
06/19/0272/F	3 Beccles Rd, Belton	New 3 bed detached house

Cllr Walpole reported he had received complaints from residents in Browston that they had not been consulted about the new classic car show room which is to be set at Browston Hall.
Cllr Greenacre explained this was due to it being a change of use application, not a build application.

13. PORTFOLIOS

Cllr Buckworth – Questioned the design of one of the newly purchased memorial benches. Instead of there being 1x WW1 bench seat and 1x WW2 bench seat the later commemorates the 100yr WW1 anniversary 1918-2018.

It was agreed to discuss this matter in the Bell Lane Charity Meeting as the benches have been purchased from this fund.

Cllr Williams – Reported the Village Choir will be holding their first concert on Friday either at the JGI or at the Church.

It was also agreed to place an article in the Village Voice thanking all the volunteers that helped with the village clean up day.

Cllr Botwright – Reported Bell Lane footpath (Dashwood to Orwell Crescent) vegetation needs cutting back. Cllr Graystone stated he will do this. Beccles Road (Rectory Corner) the holly tree needs cutting back.

The Clerk reported Highways have not confirmed whether the wig wag sign can be re-positioned. IQS Security have not provided the CCTV footage to be passed onto the Police.

The Clerk to check Bell Lane Field has been registered with Land Registry.

Lastly Cllr Botwright will forward to Borough Cllr Cameron a list of problems that have not been addressed or answered by the Planning Dept.

With no further business the meeting was closed at 8.40pm