

Draft

BELTON WITH BROWSTON
PARISH COUNCIL

CHAIR : PETER NICHOLS VICE CHAIR : MICHAEL GRAYSTONE

Minutes from the Parish Council meeting held on 19th May 2020

Remotely using Zoom

IN ATTENDANCE

P. Nichols (Chair), Councillors K. Botwright, N. Brown, D. Buckworth, M. Graystone (Vice), M. Greenacre, L. Hillier, N. Light, H. Williamson, K. Palmer (Clerk) and Borough Cllrs Myers and Cameron.

The meeting commenced at 7.00pm.

PUBLIC SECTION

There was no public section.

With the public section closed at 7.00pm.

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllrs Walpole and Staff and County Cllr Grant. To accept the apologies Proposed Cllr Buckworth, Seconded Cllr Greenacre. 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. APPROVAL OF NEW STANDING ORDERS

To approve the new standing orders which allow the Parish Council to undertake Parish Council meetings remotely while social distancing is in place. Proposed Cllr Nichols, Seconded Cllr Brown. All In Favour.

4. MINUTES FROM LAST MEETING

Minutes from the meeting held on 3rd March 2020 had been circulated to all members prior to the meeting. To accept as a true and accurate Proposed Cllr Williamson, Seconded Cllr Graystone. All In Favour.

5. MATTERS ARISING

-Land off Marsh Lane, Belton

The Environment Agency has visited the site, they have stated they have observed piles of tyres, some construction waste and the remains of a bonfire (possibly fence panels). The E. A. consider the activities as small scale/low risk but have informed the landowner that some or all or all items may not have the necessary permit therefore they have been asked to cease any unauthorised activities and to remove unauthorised waste from the site.

-New Road Soakway

It was agreed for the Clerk to obtain three quotations to install a new soakaway at the centre after the recent flooding during the winter.

The meeting was opened at 7.05pm to receive reports from the Borough Councillors.

6. BOROUGH AND COUNTY COUNCILLOR REPORTS

Borough Cllr Cameron reported following on from the March meeting where it was reported there was a problem with motorbikes being driven along the Loke. When the incident occurred again Borough Cllr Cameron reported the matter to the Police who attended the site within 20 minutes and since then there has not been a problem.

Borough Cllr Myers added he had also written a letter to the property owner asking that if he had given permission for this activity to take place on his property to stop it happening in the future. No reply had been received from the property owner.

Borough Cllr Myers reported GYBC from this week will be undertaking meetings virtually. The flytipping down the Loke was reported to GYBC along with the vehicle registration number. The items were cleared but it is not know if any enforcement has been carried out.

It was asked if there is any time restrictions for people to work on large DIY projects at home as it was reported a resident is working on his property late into the evening on a Sunday night.

Borough Cllr Myers advised unfortunately there is not, therefore it might be best to have a quiet word with the person in question.

Borough Cllr Cameron suggested to also log the time and date when this occurs on the GYBC report it app.

The main meeting resumed at 7.11pm

7. ADMINISTRATION/FINANCIAL MATTERS

April Payment Sheet:

PARISH COUNCIL CURRENT ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Palmer – salary 1310.52 plus 32.87 New Rd Caretaker cover, less pension 77.92, tax 44.60, nic 66.17 plus mileage Nrd 15.75		£1170.45
BACS	HMRC K. Palmer tax 44.60, nic 66.17, employer nic 91.49 D. Skipper tax 16.40, nic 1.55, employer nic 2.94		£223.15
BACS	D. Skipper wage inc new rd cover 804.95 less pension 44.27 less tax 16.40, nic 1.55 plus mileage 43.65		£786.38
BACS	Norfolk Pension Fund K. Palmer cont 77.92, council cont 308.98 D. Skipper cont 44.27, council cont 185.14		£616.31
BACS	Nalc – annual subscription		£601.17
BACS	Pink Office - stationary	£20.10	£120.59
BACS	Kirklands – hi vis vests for caretakers	£8.76	£52.56
BACS	R & R Services – bland corner tree removal		£120.00
BACS	GY Norse- labour charge to repair skate park	£88.20	£529.21
BACS	Belton Food Bank "The Pantry" C/O All Saints Church - donation		£150.00
BACS	Garden Guardian – grass cutting, spiking, quadraplay	£305.26	£1831.57
BACS	M. Graystone – refund plants Belton In Bloom		£58.97
	Total for meeting	£422.32	£6260.18

PAVILION ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Gipson wage 661.54, less pension 36.38		£625.16
BACS	Norfolk Pension Fund K. Gipson cont 36.38, council 152.15		£188.53
BACS	K. Gipson – refund for cleaning materials, pad locks etc	£42.37	£253.20

BACS	Flameskill -Fire alarm and emergency lighting inspection	£24.10	£144.60
BACS	Burrell Pest Control		£200.00
BACS	A. Figuero – refund canx party booking		£40.00
DD	BT – tele/broadband	£10.22	£61.32
DD	PWLB - mortgage		£3100.03
	Total for meeting	£76.69	£4612.84

May Payment Sheet:

PARISH COUNCIL CURRENT ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Palmer – salary 1310.52 less pension 76.01, tax 38.40, nic 62.22		£1133.89
BACS	HMRC K. Palmer tax 38.40 , nic 62.22 , employer nic 79.83 D. Skipper tax 46.80		£227.25
BACS	D. Skipper wage 700.78 less pension 38.52, less tax 46.80 plus mileage £6.07		£621.53
BACS	Norfolk Pension Fund K. Palmer cont 76.01 council cont 301.41 D. Skipper cont 38.52 , council cont 161.18		£577.12
BACS	Came & Co- Parish Council insurance		£1286.37
BACS	Belton Food Bank "The Pantry" C/O All Saints Church Grant from Norfolk Community Foundation		£600.00
DD	BT- quarterly broadband	£25.92	£155.52
BACS	New Road Centre – Annual contra payment of precepted monies		£8,700.00
	Total for meeting	£47.55	£13,301.68

PAVILION ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Gipson wage 466.44 less pension 25.65		£440.79
BACS	Norfolk Pension Fund K. Gipson cont 25.65 council cont 107.28		£132.93
BACS	Came & Co – Pavilion insurance		£1025.93
BACS	HMRC – vat due from bookings between January- March 2020		£130.78
BACS	BwB Parish Council – VAT contra		£270.49
DD	Espo - gas	£45.29	£271.76
DD	BT – tele/broadband	£11.22	£67.30
DD	Southern Electrical	£21.45	£450.52
	Total for meeting	£77.96	£2790.50

	LTSB 1 Year (08-09-20)	LTSB 1 Year (15-02-21)	Council A/C	New Road A/C	Ring fenced Balance
Bank Bal B/F	£30,000.00	£20,000.00	£29,960.00	£8,262.17	£51,262.00
Bank Bal After	£30,000.00	£20,000.00	£41,777.85	£20,559.64	£51,262.00

Money Paid into New Road £1245

Party x2 £89

Fit 2 Help £128

Belton FC £125

Bohemians FC £615

Up 4 Fitness £48

Up 4 Fitness £48

Judo £48

Craft Group £144

Fit 2 Help £1313

To approve payments of accounts as listed above for April and May, Proposed Cllr Hillier, Seconded Cllr Light. All In Favour.

Financial Report 4th March to the 19th May 2020

- VE Day Grant Norfolk Community Foundation:
The application was successful however never needed or paid as all events were cancelled.
- “The Pantry” Belton Foodbank Parish Council Donation
Section 137 donation of £150 agreed by all Councillors via email to be paid to the foodbank to help support and maintain the service that is being provided to households that are in need locally.
- “The Pantry” Foodbank Grant Funding obtained from Norfolk Community Foundation
The clerk successfully obtain £600 of grant funding from the Norfolk Community Foundation which was paid directly to “The Pantry” foodbank to support local families.
- Parish Partnership 2018/19
A refund totaling £1057.30 has been received from Norfolk County Council for the Parish Council contribution to the 2018/19 scheme.
- Insurance Renewals
The New Road Centre insurance policy renewal came to £1025.93
The Parish Council policy renewal came to £1286.37
Please note both policies are on a 3 year term so no new quotations were needed this year.
- Retail, Hospitality and Leisure Grant
The clerk reported she had successfully obtain a grant totalling £10,000 for New Road through the governments Retail, Hospitality and Leisure Grant Scheme.

8. 2019/20 YEAR END ACCOUNTS

The Clerk had circulated to all members prior to the meeting a copy of the income/expenditure sheet, bank reconciliation, budget to spend report and updated reserves sheet. To approve the year end accounts proposed Cllr Nichols, Seconded Cllr Graystone. All In Favour. Please note a copy of the reports are appended to and do form part of the minutes.

9. INTERNAL AUDIT REPORT

The Clerk read through the Internal Audit report produced by Mr D. Cooper. The audit rating for the year 2019/20 was very good with all financial affairs and general controls in place and operating efficiently. There were no recommendations for the following year. Please note a copy of the report is appended to and does form part of the minutes.

10. APPROVAL OF ANNUAL RETURN

The Clerk read through the annual governance statements and accounting statements on the annual return. Each statement was duly answered yes by all members and approved. To Propose approval for both the accounting statements and the governance statements en bloc Cllr Nichols, Seconded Cllr Light. All In Favour.

The exercise of elector's rights commences on the 31st August 2020 and finishes on the 29th September 2020, the notice displaying this information will be displayed on the Councils notice board and website from the 25th August 2020

11. PLANNING

The following comments to the planning applications below that have already been submitted prior to the meeting as agreed by all members via email:

06/19/0700/F Woodland Lodge, The Loke, Belton Erection of 1 x 5 bed detached house
It was agreed to object to the application above due to the proposed application being outside of the Borough wide development plan

06/20/0065/F 11 Amhurst Gardens, Belton Remove conservatory & single storey extension
06/20/0085/F The Nurseries, Lound Rd, Browston Single storey rear extension
06/20/0079/F Sunnyside, Sandy Lane, Belton Single storey side extension
06/20/0134/F Four Winds, Stepshort, Belton Single storey extension
It was agreed to submit no objections subject to neighbours comments for the above planning applications.

06/20/0143/F Land at Caldecott Hall, Beccles Road, Fritton
157 static caravans, landscaping, access and internal footpaths

It was agreed to object to the planning application above due to the following reasons:

- The overhead power lines crossing the site, present a danger from the emission of a type of radiation known as extremely low-frequency electromagnetic fields (EMFs). A study in 2002 by the International Agency for Research on Cancer (IARC) looked at the evidence as to whether living close to electricity power lines would cause cancer. They declared that there was a possible cause of childhood leukaemia for those who live near power lines. Under the current laws, you need to live at least 50 metres away from a power line, as living within 50 metres is considered to be a safety risk. On the basis of the density of the number of caravans and the layout of them, 50% of the site/caravans are/will not be 50 metres away from the power lines.
- Traffic generation and the likelihood of traffic using Sandy Lane to exit at Belton, and New Road to exit on to the A143 on a dangerous and concealed bend.
- The danger of traffic crossing the Angles Way - Long Distance Path to walkers.
- Insufficient Car parking provision.
- Too high density of caravans for the site in this quiet, tranquil and rural location.
- Potential Local drainage issues.
- Potential Local flooding issues.
- Loss of trees.
- Significant impact on the nature in this remote rural location adjacent to the Broad Authority boundary, significantly affecting the character and appearance of the area.
- Noise disturbance, smells and lighting from the site.
- Loss of privacy and amenity at Foxburrow and Low Farm.

The following applications have been approved:

06/20/0065/F 11 Amhurst Gardens, Belton Remove conservatory & single storey extension
06/20/0085/F The Nurseries, Lound Rd, Browston Single storey rear extension
06/20/0079/F Sunnyside, Sandy Lane, Belton Single storey side extension
06/20/0134/F Four Winds, Stepshort, Belton Single storey extension

Planning Enforcement

The GYBC Enforcement Officer has been notified that a hedgerow which falls within the land owned by the Church has been removed and a new fence has been erected by a property owner that backs onto the allotments. Revd. Bunn has been notified and will be dealing with the matter.

12. ANNUAL PARISH COUNCIL MEETING

The vote taken to decide whether to hold the Annual Parish Council Meeting this year as there is no legal requirement to do so for this year only. Yes: 7, No: 9. Carried.

The vote was taken, should the Annual Parish Council Meeting be held on the Tuesday 2nd June at 7.00pm. Yes: 7, No: 2. Carried.

The Chairman added after making enquiries with GYBC due to the current social distancing rules the Archery group still can not use New Road at the current time, however the model flying club users would be permitted to do so as there is only two of them and they do not fly at the same time. The vote was then taken to allow the model flying club members to use the field. Yes:6, No:3. Carried. The centre will remain closed for all other users until more of the social distancing regulations are lifted.

Cllr Buckworth stated he will look into the progress being made by the Scout group to repair the road to the scout hut following the donation made to the group from the Parish Council to undertake the repairs.

With no further business the main meeting was closed 7.29pm