

## **Belton with Browston Parish Council Meeting**

**CHAIR : PETER NICHOLS      VICE CHAIR : MICHAEL GRAYSTONE**

**Minutes from the Parish Council meeting held on 1<sup>st</sup> September 2020**

**Remotely using Zoom**

### **IN ATTENDANCE**

Councillors N. Brown, K. Botwright, D. Buckworth, M. Graystone (Vice Chair), M. Greenacre, N. Light, L. Hillier, L. Staff, K. Palmer (Clerk) and three members of the public including Borough Cllrs Myers and Cameron and County Cllr Grant.

*The meeting commenced at 7.03pm*

### **PUBLIC SECTION**

There was no public section.

*The main meeting commenced at 7.03pm*

### **1. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllr Nichols, therefore Vice Chair M. Graystone will Chair this meeting. Apologies had also been received from Cllrs Williams and Walpole. To accept the apologies Cllr Greenacre, Seconded Cllr Light. 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 4<sup>th</sup> August 2020 had been circulated to all members prior to the meeting. To accept as a true and accurate record Proposed Cllr Botwright, Seconded Cllr Staff. All In Favour.

### **4. MATTERS ARISING**

-The Clerk confirmed PC Simmonds has checked the visibility when driving out of the Deben Drive/New Road junction with a colleague and has confirmed the shrubs near to the junction do not cause any visibility problems.

-There has been no further update from GYBC concerning the Marsh Lane open access land.

### **5. BOROUGH & COUNTY COUNCILLOR REPORTS**

County Cllr Grant reported:

-The Compass Centre hedge will be cut back this week. Cllr Botwright updated two thirds had already been done. County Cllr Grant confirmed he will make sure the last section is completed.

- All the various village hedges that are in need of being cut back will be programmed in and the work will be paid for out of County Cllr Grants Highways budget. All will be completed within one day, and this will include the Bell Lane hedge.

- Funding has now been secured to widened and resurface the New Road footpath/cycle lane, and new signage will also be installed. this work has been programmed in for February/March 2020, a full press release will be issued nearer the time.

- The New Road trod running up to Waveney Drive will also now be properly tarmacked, it is expected this will be undertaken in February/March.

- The whole stretch of Stepshort is also going to be resurfaced, up to the Mill Road junction. It is expected this will be completed in January.

- The cleaning of the village drains is undertaken on a rota basis, County Cllr Grant is still trying to access the list to find out when Beltons drains will be cleaned.
  - Norse have still not confirmed when the posts will be installed near to Bell Lane to prevent people from parking vehicles there.
  - Traffic calming measures are being looked into for New Road and also the possibility of running a footpath from Waveney Drive along the rest of New Road but this has not as yet been successful.
- Borough Cllr Cameron:
- Has dealt with a couple enquiries concerning over hanging branches and Sandy Lane dyke clearance during the recess period.

## 6. ADMINISTRATION & FINANCIAL MATTERS

### PARISH COUNCIL CURRENT ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Palmer – salary 1310.52 less pension 76.01, tax 33.20, nic 62.22		£1139.09
BACS	HMRC K. Palmer tax 33.20 , nic 62.22 , employer nic 84.67 D. Skipper tax 21.80		£201.89
BACS	D. Skipper 700.78 wage less pension 38.54, tax 21.80 plus mileage 21.60		£662.04
BACS	Norfolk Pension Fund K. Palmer cont 76.01 council cont 301.41 D. Skipper cont 38.54 Council cont 161.18		£577.14
BACS	Garden Guardian- grass cutting	£170.73	£1,024.36
BACS	Refund D. Skipper- hedge cutter and petrol	£17.62	£105.74
BACS	R & R Services – removal od dead tree on the allotments		£190.00
BACS	K. Palmer – refund printer ink and laptop charger	£TBC	£54.99
	Total for meeting	£188.35	£3,955.25

### PAVILION ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Gipson wage 46644, less pension 25.65 plus mileage 15.30		£456.09
BACS	Norfolk Pension Fund K. Gipson cont 25.65, council cont 107.28		£132.93
BACS	K. Palmer – refund for covid signage	£8.88	£53.28
BACS	Flameskill fire extinguisher service	£8.25	£49.50
BACS	K. Williams – refund booking		£49.00
DD	BT	£20.42	£122.54
DD	ESPO - gas	£3.40	£71.45
	Total for meeting	£37.50	£934.79

	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	£30,141.94	£6,386.81	£51,262.00
Bank Bal After	£30,000.00	£20,000.00	£26,511.69	£16,045.97	£51,262.00

**Payments into New Road: £325.00**

**Field Booking £35      L & H Fish & Chips £210      Judo £80**

To Propose payment for the sheet above Cllr Graystone, Seconded Cllr Hillier. All In Favour.  
The Clerk reported the £10,000 covid-19 government grant which New Road had to pay back to GYBC has now been paid back into the New Road bank account.

## **7. ADOPTION OF FINANCIAL REGULATIONS & ANNUAL REVIEW OF EFFECTIVENESS OF INTERNAL CONTROL**

Prior to the meeting the Clerk had circulated to all members a copy of the financial regulations and a annual review of effectiveness of internal control. With no amendments made, to approve the documents Proposed Cllr Buckworth, Seconded Cllr Greenacre. All In Favour.

## **8. BELL LANE PLAYINGFIELD**

Cllr Botwright reported repairs had been undertaken to the picnic benches, the blue piece of play equipment and the CCTV camera lense.

Cllr Light confirmed he would be able to repair the mesh on the play equipment.

There was general discussion by all members concerning the future use of the blue piece of equipment. Cllr Brown Proposed the equipment is left in place, Cllr Light Proposed to also place an article in the Villge Voice asking residents for suggestions on how it can be used better. Seconded Cllr Botwright. All In Favour. Cllr Graystone stated he and one other Councillor will speak to all neighbouring residents around Bell Lane field to get their thoughts.

The Clerk confirmed both she and Cllr Nichols had tried contacting the current CCTV contractor as the Police have still not received the stills as requested and the license details had not been received. After some discussion it was agreed for the Clerk to obtain quotations from three different CCTV contractors for both servicing and data retrieval contracts along with testimonials. Proposed Cllr Staff, Seconded Cllr Buckworth. All In Favour.

## **9. NCC 2020/2021 PARISH PARTNERSHIP SCHEME AND GYBC WARD BUDGETS**

Two suggestions of possible Parish Partnership Schemes were put forward.

Cllr Greenacre suggested to install brown sign at the entrance and exits in the village which would show holiday makers the route they need to take to access the Wild Duck Holiday Park.. There is a big problem during the summer months with caravans travelling through the village. Cllr Botwright also suggested if the Wild Duck is approached maybe they could print up the approved route and give to holiday makers and add onto their website.

Cllrs Buckworth and Botwright suggested a second project could be the widening of the footpath on Bell Lane field that runs next to the Compass Centre.

It was agreed for The Clerk to contact NCC Highways about both options and to report back any update at the next meeting.

## **10. PARISH COUNCIL RISK ASSESSMENTS**

Prior to the meeting the Clerk had sent to all members a draft of the following risk assessments: Bell Lane Playingfield, Bell Lane Skate Ramp, New Road Sport & Leisure Centre with sports field, Parish Council assessment and New Road Centre Covid 19 risk assessment.

To approve all assessments with no amendments, Proposed Cllr Greenacre, Seconded Cllr Botwright. All In Favour.

## **11. PLANNING**

06/20/0323/F Land at Heath Liveries, Browston Alterations to cond 1 & 2 ref 06/17/0622/F

It was agreed to submit no objections subject to neighbours comments for the above application but to also note members are very concerned about the number of deviations away from the original planning application. Will the dwelling still be classified as eco friendly? Does it still mean the

application qualifies under paragraph 79?

06/20/0321/F Pine Farm, Station Rd North, Belton Proposed Cattle shed

It was agreed to submit no objections subject to neighbours comment for the planning application above.

06/20/0341/F Cool Runnings, Farman Close, Belton 1 Bed detached dwelling

It was agreed to strongly object to the application above. There are major concerns over access onto Stepshort which is on a bend. There is insufficient space for a new dwelling, over development of the plot, and the location is outside of the Borough wide plan.

06/20/0345/F Marsh Lane, Belton Application to erect wooden framed stables

It was agreed to submit no objections subject to neighbours comments for the planning application above, but to add be aware that this is open access land in private ownership.

06/20/0343/F The Gables, Browston Lane New balcony and three new windows

It was agreed to submit no objections subject to neighbours comments for the planning application above.

Applications that have been granted:

06/20/0258/F 2 Sandy Lane, Belton First floor rear extension

Applications that have been refused:

06/19/0714/F Greenfields Nursery, Browston Low carbon dwelling with associated works

06/20/0276/F Land west of Browston Lane Erection of 1 dwelling with card shed garage

## **12. PORTFOLIO REPORT**

Cllr Botwright gave thanks to Borough Cllr Myers for supplying the litter picking equipment, 8 bags of litter was collected from under the New Road footbridge.

Cllr Botwright asked for a letter to be send to Revd Rosie Bunn to ask for an update concerning three outstanding items; the cutting back of the holly tree on Rectory Corner, the clearance of the Rectory's section of the Dyke, and what action is being taken to get the allotments hedge and bank reinstated.

*With no further business the main meeting was closed at 8.30pm*