

Belton with Browston Parish Council Meeting

CHAIR : PETER NICHOLS VICE CHAIR : MICHAEL GRAYSTONE

Minutes from the Parish Council meeting held on 6th October 2020

Remotely using Zoom

IN ATTENDANCE

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

The meeting commenced at 7.05pm

PUBLIC SECTION

There was no public section.

The main meeting commenced at 7.05pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received 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 01/09/20 had been circulated to all members prior to the meeting. With one minor amendment to accept the minutes as a true and accurate record Proposed Cllr Staff, Seconded Cllr Graystone. All In favour.

4. MATTERS ARISING

- The Chairman and Cllr Botwright confirmed the surveyors allotment land which is located on the south east side of Beccles Road in Belton has now been successfully registered with Land Registry, the Parish Council now officially own the land. The next step will be to create a scheme for the Charity Commission, once The scheme is in place it can be registered as a charity.
- Borough Cllr Cameron stated she will contact County Cllr Grant for an update on when the various hedges will be cut back in both villages and she will enquire with Environmental Services when the village drains will be cleaned.
- The Clerk confirmed she has had no further update from Environmental Health in relation to the open access land off Marsh Lane in Belton.
- The Clark stated she has approached Peter Cooke to obtain a quotation to service and provide data when needed for The CCTV equipment. When this first quotation has been provided a further two more quotes will be obtained.
- Cllrs Graystone and Light agreed this Saturday they will consult with neighbours living next to Bell Lane playing field to find out their suggestions on what should happen to the blue piece of play equipment (the teenage village). They will then email all members with the response next week.
- Cllr Botwright reported the holly tree has now been cut back on Rectory Corner. The Clerk stated Revd. Rosie Bunn has passed the letter regarding the dyke clearance onto the Diocese, she also stated she would look into the allotment hedge & bank when she returned from annual leave.
- The Clerk confirmed she will post out a lanyard to all Councillors in the next couple of weeks.

- Cllr Brown stated he will obtain the quotation for the anti litter signage.
- The Chairman reported he had contacted Anglian Water a number of times to request the vegetation is strimmed back and cleared next to Sandy Lane Dyke, he will contact them again as this still has not been done.
- It was agreed for the Clerk to contact Bradwell Parish Council to ask if the Bradwell end of New Road can be litter picked as it is looking very untidy. It was reported there is a volunteer helping to litter pick some areas in the village with the Community Caretaker.
- The Clerk stated she will contact GYB Services again as there has not been any update as to when the hedges on Rosedale/Silver Gardens and Rosedale/Fern Gardens will be cut back.

5. BOROUGH & COUNTY COUNCILLOR REPORTS

Borough Cllr Cameron reported due to the rise in covid cases in the Borough she is in the process of distributing posters to local businesses to raise awareness.

Borough Cllr Cameron also reported she has approximately £350 left to be spent from her ward budget.

6. ADMINISTRATION & FINANCIAL MATTERS

PARISH COUNCIL CURRENT ACCOUNT

CQ	INV	PAYEE/DETAIL	V.A.T	AMOUNT
BACS		K. Palmer – salary 1342.42 plus backdated pay increase from April 2020 inline with Nalc 190.80 less pension 88.93 ,tax 75.20, nic 88.95		£1280.14
BACS		HMRC K. Palmer tax 75.20 , nic 88.95 , employer nic 120.57 D. Skipper tax 36.20		£320.92
BACS		D. Skipper wage 776.54 less pension 42.71, tax 36.20, plus mileage 12.15		£709.78
BACS		Norfolk Pension Fund K. Palmer cont 88.93 council cont 294.43 D. Skipper cont 42.71Council cont 178.60		£604.67
BACS		Garden Guardian- grass cutting	£170.73	£1024.36
BACS		D. Skipper – refund oil for strimmer	£1.58	£9.48
BACS		PKF Littlejohn LLP – External Audit fee	£60.00	£360.00
BACS		New Road Pavilion- contra from: VAT return 167.32 clerks tele/broadband Aug 56.20, Sept 56.20 ,Oct 56.20 K. Gipson wage dyke clearance 287.04		£622.96
		Total for meeting	£232.31	£4,932.31

PAVILION ACCOUNT

CQ	INV	PAYEE/DETAIL	V.A.T	AMOUNT
BACS		K. Gipson wage inc dyke clearance 923.91, less pension 50.82, NIC 15.83		£857.26
BACS		Norfolk Pension Fund K. Gipson cont 50.82, council cont 212.50		£263.32
BACS		HMRC – K. Gipson NIC 15.83, Employer NIC 22.63		£38.46
DD		PWLB – mortgage repayment		£3100.03
DD		ESPO - gas	£3.35	£70.29
DD		BT	£19.38	£116.28
BACS		Cooks – repair to roller door shutter	£90.00	£540.00
BACS		Flameskill – fire alarms and emergency lighting	£35.50	£213.00

		Total for meeting	£148.23	£5,198.64
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	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	£26,511.69	£16,045.97	£51,262.00
Bank Bal After	£30,000.00	£20,000.00	£50,727.94	£11,623.20	£51,262.00

Payments into New Road: £786

Go Geronimo £336

Zumba £48

Belton Bowman £120

Up4fitness £62

Judo £100

L & H Fish & Chips £120

To Propose the payment sheet above for payment Cllr Nichols, Seconded Cllr Williams. All In Favour.

7. CONCLUSION OF 2019/20 EXTERNAL AUDIT

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 practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory practices have not been met.

8. BLAND CORNER DYKE CLEARANCE

The Clerk reported she had obtained one quotation from Folkes to undertake the dyke clearance which came to £1650 plus vat. It was agreed for the Clerk to contact Tim Broome to obtain a second quote.

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

Following the last meeting a reply had been received from the Highways Engineer Paul Sellick.

Option 1. To fund brown signs which would be installed at the entrance and exits in the village to direct holiday makers the route they need to take to access the Wild Duck Holiday Park can be funded under the scheme, however there are already several signs in the village depicting the route and these would normally be paid for by the business itself rather than by a Parish Council.

Option 2. To widen the footpath on Bell Lane field that runs next to the Compass Centre may not be possible to fund under the scheme as it is not classified as a highway, but he will double check this.

10. BUDGET TO SPEND REPORT & BANK RECONCILIATION

Bank Balance as per statements as at 15th September 2020

Council Current Account	£26,829.28
Belton with Browston Pavilion Current Account	£16,515.84
Lloyds S/Term Investment	£30,000.00
Lloyds S/Term Investment	£20,000.00

£93,345.12

Less 1 unrepresented cheque (2093) 25.00

Net Balance as at 15th September 2020 £93,320.12

Cash Book

Opening Balance 1 st April 2020	£90,621.88
Add: Receipts in the year	£52,812.68
Less: Payments in the year	£50,114.44
Closing balance per cash book	£93,320.12

Detail	2020/21 Budget	Spend To Date
Clerk Salary	£15,920	£7,897
Clerks Pension – Council contribution	£3,534	£1,816
Clerk Employer NIC	£961	£501
Insurance – Council Main Policy	£1,290	£1,286
Stationary/Postage/Advertising	£850	£208
Phone/Broadband	£600	£130
Membership/Subscriptions	£650	£601
Professional Fees inc audit & gravel pit registration	£550	£225
Election Costs	£0	£0
Training	£0	£0
Community Caretaker wage & pension inc mileage(Inc hrs memorial bench/Sandy Lane tri)	£9,400	£4,479
Community Careker Pension – Council contribution	£1,950	£1,006
Village Maintenance (inc footpaths/hedge cutting/gardening receipts/noticeboards)	£900	£498
Skatepark maintenance	£250	£441
CCTV maintenance & service	£150	£0
Bell Lane assets main floodlights/play equip/benches	£300	£0
Social Inclusion/Youth/Section 137 payments	£1,150	£750
Sundry (inc allot water 0 repairs 40 refund 25)	£300	£125
Parish Partnership Scheme	£500	£0
Litter Bin Emptying - GYBC	£230	£216
Grass Cutting – Garden Guardian	£9,900	£5,938
Bland Corner Dyke Clearance	£0	£0
Eventus – Payments made from groups money which is held by the PC	£0	£0
Payments made on behalf of Belton FC (planning app) plus £2000 Loan	£0	£0
Non Budgeted Items Paid from Reserves	£0	£0
BwB Meeting hire (internal trans)	£0	£0
TOTAL	£49,385	£26,117
Mortgage	£6,200	£3,100
New Road Fence	£0	£0
Insurance – New Road Policy	£1,000	£1,026
Electric	£1,700	£860
Gas	£1,200	£570
Water	£280	£0
Caretaker – New Road (Includes extra hours Sports Tours,memorial bench, dyke clearance)	£8,900	£3,027
Caretaker – New Road Council Pension Cont	£0	£693
Caretaker – New Road Employer NIC	£0	£0
Telephone & Broadband	£620	£421
Advertising	£0	£0
Boiler Service/maintenance	£300	£0
General Repairs/Maintenance	£900	£0
Roller Blind Service	£500	£235
HMRC	£0	£131
MISC-Subs£0 Clean/Dec £216, Pro Fees £367 Equip £1032, Sundry £0	£1,100	£1,610
TOTAL	£22,700	£11,673
Non budget refunds - Cancelled bookings & repayment to GYBC £10,000	£0	£10,129
	2020/21 Budget	Income To Date

Income - Council

Precept	£49,385	£20,343
Interest	£600	£318
Belton FC Loan Repayments	£1,200	£300
Allotments	£715	£50
Monies paid to Eventus Xmas tree light switch on	£0	£0
Grants	£0	£600
Bell Lane Charity refund for clerks salary and professional fees	£0	£0
Total	£51,900	£21,611

Income New Road

Precept	£8,700	£8,700
Party Hire	£2,000	£35
Club Hire	£8,380	£1,168
Bohemian FC	£2,500	£0
Belton FC	£500	£0
Belton 1 st Scout group	£130	£0
B w B Meeting Hire	£0	£0
GYBC Government covid 19 Grant	£0	£10,000
Total	£22,210	£19,903

To approve both reports Proposed Cllr Nichols, Seconded Cllr Graystone. All In Favour.

11. NEW ROAD SPORT & LEISURE CENTRE

- The minutes from the Management Committee meeting held on the 10/09/20 were noted.
- The soakaway has now been installed by David Skipper and Michael Riches.
- The repair to the roller shutter door has been completed by Cookes at a reduced rate which was negotiated by the Chairman which came to £450 plus vat.
- A quote to repair the chain link fence has been provided by Waveney Fencing which has come to £400 plus vat. To install two new steel gates to access the field behind New Road came to £900 plus vat. The Clerk is still waiting for a second quote from Clarkes Fencing.
- It was reported both football clubs now have their own QR codes for all spectators and players to sign in with when on site. Cllr Buckworth reported the Bohemians FC also hold a paper register in case some players/spectators do not have a smart phone. The Clerk reported she had also downloaded a QR code for all other user groups to use.

12. PLANNING

06/20/0409/F Woodland Lodge, The Loke, Belton Two storey extension, swimming pool, garden room

It was agreed by all members to submit no objections subject to neighbours comments for the planning application above with the condition the garden room must be retained as a part of the property and not sold separately in the future.

06/20/0399/F 39 Selwyn Drive, Belton Amendment to pp 06/19/0184/F

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

06/20/0458/D Brentwood, Plot 2, St Johns Rd, Belton Variation from chalet style to bungalow

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

The following application has been granted:

06/20/0305/F Empala, Sandy Lane, Belton 2 storey dwelling with garage & private drive

The following application has been refused:

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

13. SPEEDING – CHURCH LANE, BELTON

Prior to the meeting the Clerk had circulated to all members a copy of an email from a Parishioner which raises strong concerns with the number of vehicles speeding along Church Lane in Belton. The resident would like to The road to be reduced to 20mph and have speed humps installed on The road.

After some discussion it was agreed for the Clerk to forward a copy of the letter onto County Cllr Grant and Highways Engineer Paul Sellick to find out what measures can be put in place along this stretch of road to tackle the speeding issue as it was thought NCC would not permit speed humps to be installed. It was also agreed to ask Highways can the SAM2 speed sign be installed on Church Lane.

14. PORTFOLIO REPORT

Cllr Graystone – Asked Borough Cllr Cameron can she arrange with GYB Services for The chipping machine to be deployed to Belton as there are a great amount of tress and branches that have come down in the recent high winds. Cllr Graystone said he would arrange for the branches to

be collected and left in a couple of sites in the village.

Cllr Greenacre – Reported she had received a query from a resident on Yare Road. Cllr Botwright visited the resident and after investigation it looks that the cause of the subsided lawn is due to an animal run, possibly a badgers sett at the back of their garden which backs onto New Road. As New Road is NCC land it was agreed for the Clerk to forward this onto them to investigate further.

Cllr Botwright – Reported the branches which were hanging very loose over a summerhouse on Yare Road have now been removed. It was agreed to update the notice board on St Johns Road with current notices.

Cllr Williams – Reported if anyone has any donations they would like to give to Operation Christmas Child please post them through the Rectory's letter box.

Cllr Botwright – Stated due to the governments white paper it would be a good time that the Parish Council thought about undertaking a neighbourhood plan, it was agreed to make this an agenda item at the next meeting. The Clerk confirmed she had send away comments on the White paper Consultation in line with CPRE objections.

Cllr Light – Asked can GYBC Planning be contacted again concerning 06/20/0323/F Land at Heath Liveries, Browston Alterations to cond 1 & 2 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?

With no further business the main meeting was closed at 8.28pm