

Belton with Browston Parish Council Meeting

CHAIR: KEN BOTWRIGHT VICE CHAIR: NIGEL LIGHT

Minutes from the Parish Council meeting held on 7th September 2021

At New Road Sport & Leisure Centre

IN ATTENDANCE

K. Botwright (Chair), N. Light (Vice Chair), N. Brown, D. Buckworth, S. Bridges, T. Cameron, M. Greenacre, L. Hillier, D. Mills, G. Searby, I. Walpole, H. Williams, K. Ruddock (Clerk) and Borough Cllr Myers.

The meeting commenced at 7.30pm

PUBLIC SECTION

There was no public section.

With no further business the main meeting commenced at 7.30pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr Staff and County Cllr Annison. To accept the apologies Proposed Cllr Botwright, Seconded Cllr Light. All in Favour.

2. DECLARATIONS OF INTEREST

Burgh Castle Parish Council – Cllr 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 20/07/21 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record. Proposed Cllr Greenacre, Seconded Cllr Searby. All in Favour.

4. MATTERS ARISING

Cllr Brown reported no reply has as yet been received from GYBC to confirm that Belton FC can install the boreholes on New Road field. Cllr Brown confirmed that if permission is given, the club are seeking funding from the Football Foundation to install the boreholes.

After some discussion it was agreed for Cllr Brown to find out from the Football Foundation the terms and conditions of the grant funding. It was agreed to make this an agenda item at the next meeting for further discussion.

Cllr Brown reported Belton FC would like to apply for an alcohol license for New Road so they can sell alcohol during their club house function room bookings. It was agreed Cllr Brown will need to provide members with details of the license, this item will be on the agenda at the next meeting for discussion.

5. COUNCILLOR CO-OPTION

The Chairman reported that Borough Councillor Tracie Cameron had stated she would like to be co-opted onto the Parish Council. To proceed with co-option Proposed Cllr Searby, Seconded Cllr Bridges. All in Favour.

6. BOROUGH & COUNTY COUNCILLOR REPORTS

Borough Cllr Myers reported:

- GYBC have started to undertake some weed kill spraying in the village.
- The fly tipping issue on Beccles Rd, and the damaged sign on the grass between Fern Gardens and Bramble Gardens has been reported to the Environmental Ranger at GYBC.
- A letter has been sent to the MP Grant Shapps asking why, following the announcement by the government concerning the “Bus Back Better” scheme, how can NCC not justify implementing an

additional bus service in Belton which would take school children to and from the secondary catchment school for Moorlands, Lynn Grove? Borough Cllr Myers stating he will push NCC for an answer to this question, and will also suggest a more direct route that the bus could take to the school.

7. ADMINISTRATION & FINANCIAL MATTERS

August Payment Sheet

PARISH COUNCIL CURRENT ACCOUNT

CQ	INV	PAYEE/DETAIL	V.A.T	AMOUNT
BACS		K. Ruddock – salary 1349.15 less pension 78.25 , less tax 34.80 , less nic 66.26 plus 3.15 mileage open up N/Rd		£1,172.99
BACS		D. Skipper wage 719.67, less pension 39.58 plus mileage 15.30		£695.39
BACS		HMRC K. Ruddock tax 34.80 , nic 66.26, employer nic 92.75		£193.81
BACS		Norfolk Pension Fund K. Ruddock cont 78.25, Council cont 317.05 D. Skipper cont , Council cont		£604.00
BACS		Garden Guardian grass cutting	£174.54	£1,047.24
BACS		K. Botwright – refund for white board and markers	£8.76	£47.99
BACS		K. Ruddock – refund for ink, envelopes and stamps	£2.58	£39.24
BACS		New Road Centre – contra for clerks tele/broad June, July, Aug & K. Gipson village maintenance hours from July & Aug 12.5 114.50		£338.50
		Total for meeting	£185.88	£3,945.35

PAVILION ACCOUNT

CQ	INV	PAYEE/DETAIL	V.A.T	AMOUNT
BACS		K. Gipson wage (inc 10.5 hours village maintenance)		£759.09
BACS		Norfolk Pension Fund K. Gipson CONT 43.83 Council cont 187.27		£231.10
DD		BT	£18.27	£109.60
DD		ESPO (May inv)	£3.13	£65.75
BACS		Waveney Fencing	£1,544.00	£9,264.00
BACS		K. Gipson – refund for strimmer repair & cleaning materials	£6.49	£38.94
BACS		Cooks Blinds & Shutters - service	£46.99	£281.94
DD		Southern Electric	£21.79	£457.65
		Total for meeting	£1,637.54	£11,208.07

	LTSB 1 Year (07-09-21)	LTSB 1 Year	Council A/C	New Road A/C	Ring fenced Balance
Bank Bal B/F	£30,000.00	£0.00	£54,438.32	£19,678.98	£58,374.00
Bank Bal After	£30,000.00	£0.00	£50,492.97	£11,445.87	£58,374.00

Payments into New Road: £1398.96

Judo £128
Musical Movers £336
Belton Bowman £160

Flying Club £50
Bohemians £546.96

Flying Club £50
Up 4 Fitness £128

September Payment Sheet

PARISH COUNCIL CURRENT ACCOUNT

CQ	INV	PAYEE/DETAIL	V.A.T	AMOUNT
BACS		K. Ruddock – salary 1342.42 less pension 77.86 , less tax 38.00 , less nic 65.45		£1,161.11
BACS		D. Skipper wage 729.33, less pension 40.11 plus mileage 12.15		£701.37
BACS		HMRC K. Ruddock tax 38.00 , nic 65.45, employer nic 83.55		£187.00
BACS		Norfolk Pension Fund K. Ruddock cont 77.86 Council cont 315.46 D. Skipper cont 40.11, Council cont 171.39		£604.82
BACS		Garden Guardian grass cutting	£174.54	£1,047.24
BACS		K. Ruddock refund for stationary and postage	£5.92	£37.89
BACS		K. Botwright refund for solar lights/wasp spray		£17.12
		Total for meeting	£180.46	£3,756.55

PAVILION ACCOUNT

CQ	INV	PAYEE/DETAIL	V.A.T	AMOUNT
BACS		K. Gipson wage 508.38 less pension 27.96		£480.42
BACS		Norfolk Pension Fund K. Gipson CONT 27.96 Council cont 119.46		£147.42
DD		BT	£20.70	£124.18
BACS		K. Gipson – refund for cleaning materials	£7.03	£42.20
BACS		East Anglian Tankering Services – septic tank		£160.00
BACS		Flameskill – fire alarm system and emergency lighting service	£33.95	£203.70
BACS		Flameskill – fire extinguisher service	£8.25	£49.50
BACS		Projector Point	£173.40	£1,040.40
		Total for meeting	£243.33	£2,247.82

	LTSB 1 Year (07-09-21)	LTSB 1 Year	Council A/C	New Road A/C	Ring fenced Balance
Bank Bal B/F	£30,000.00	£0.00	£50,492.97	£11,445.87	£58,374.00
Bank Bal After	£30,000.00	£0.00	£47,826.81	£9,527.30	£58,374.00

Payments into New Road: £1469

Craft Group £96

Belton FC £576

Bradwell Bowls Club £27

Yoga £128

Flying Club £80

Beebops £144

Camera Club £56

Parties x4 £192

Pilates £154

Up 4 Fitness £16

To propose payment for both August and September payment sheets Cllr Mills, Seconded Cllr Botwright. All in Favour.

8. PARISH PARTNERSHIP SCHEME

The Clerk reported the 2021/22 NCC Parish Partnership Scheme closing date for applications is 10th December. The types of schemes that would be acceptable are the installation of trods, small lengths of formal footway, improvements to rights of way, 20mph flashing warning lights outside schools and SAM2 machines. It was agreed to ask County Cllr Annison to fund the three new village signs from his annual Highways budget. This had previously been agreed for County Cllr Grant to fund the signs but this application had not been completed prior to the lockdown period. It was agreed if this would not be possible to purchase the signs using the Parish Partnership Scheme.

Borough Councillor Ward Budgets

The Clerk reported Borough Cllr Cameron has approximately £250 left from this year's ward budget and Borough Cllr Myers has approximately £500 available.

9. BELL LANE PLAYING FIELD

Cllr Brown reported there was no update concerning Belton FC installing a goal on Bell Lane field, the club are not able to obtain a goal at the current time. After some discussion it was agreed to purchase a goal for Bell Lane Playing Field, which could be funded by the Bell Lane Charity. The goal post can then be installed by the Community and New Road Caretakers. Proposed Cllr Greenacre, Seconded Cllr Williams. All in Favour. It was agreed to add this item to the agenda at the next meeting, the Clerk and Chairman to obtain prices for the goal post.

10. NEW ROAD SPORT & LEISURE CENTRE

Cllr Light reported:

- There is no update on widening of the front gate at the current time.
- A survey has been completed which has identified the position of all the drains and cess pit at New Road.
- After further investigation, the first company which had been approached to supply the toilet block container had not been suitable. Enquiries with other companies are ongoing.
- The new projector has been purchased and will be delivered in a couple of days' time.
- The water heater in the plant room has broken down, KGB Commercial have quoted £835 plus vat for the repair.
- Cllr Brown reported he has not looked into the online booking form as yet but will do.

11. CCTV

The Chairman reported three out of five quotations have been obtained to upgrade the CCTV system at New Road and Bell Lane, these being:

Protect It	£6300 (£4850 plus £1450)
Hunn Security Systems	£6190
CHS Fire & Security	£8450

After looking at the detail within the three quotations, it was felt a maintenance contract is needed to service the equipment annually. Hunn Security provided an additional quote for this which totalled £99 plus vat per year. Cllr Greenacre proposed to accept the quotation provided by Hunn Security, Seconded Cllr Williams. In agreement Yes: 11, No: 1. Carried.

12. PLANNING

Comments submitted prior to the meeting:

06/21/0645/D Plot The Nurseries, Station Rd South, Belton

Approval of reserved matters PP. 06/20/0465/O

It was agreed to submit no objections subject to neighbour's comments for the above application.

06/21/0630/F 72 Station Rd North, Belton Single Storey Rear Extension

06/21/0697/F 26 Broome Gardens, Belton First Floor Rear Extension

06/21/0719/F 26 Station Rd South, Belton Front & side extension to existing garage

It was agreed to submit no objections subject to neighbour's comments for the above applications.

06/21/0696/F 35 Fern Gardens, Belton Retrospective application for metal container. It was agreed to object to the above planning application. The question of where will the applicant park their vehicle if their parking space is being used to house a container, needs to be addressed.

Planning Applications Approved:

06/21/0565/F Helmdale, St Johns Rd, Belton 2 Storey side/front rear extension

06/21/0461/CU Fairview Farm, Stepshort Belton Retro app change of use private recreational room

06/21/0403/F Fairview Farm, Stepshort, Belton Retro app erection of stable block

06/21/0382/F 2 Sandy Lane, Belton First floor rear extension

06/20/0705/LB Beech Farm Barns, Beccles Rd, Belton Conversion of barns to create 4 dwellings

06/20/0704/F Beech Farm Barns, Beccles Rd, Belton Conversion of barns to create 4 dwellings

Planning Applications Details Not Required:

06/21/0351/PAD Greenfields, Cherry Lane, Browston

Prior application, change of use from agricultural building to c3 dwelling

Planning Application Refused:

06/21/0531/F 3 Winchester Villas, Farman Close, Belton Double garage with office space

13. GROUNDS MAINTENANCE CONTRACT

The Chairman reported the Clerk had circulated to all members a draft copy of the grounds maintenance contract prior to the meeting. After some discussion concerning the maintenance for New Road field, it was generally agreed the new contract needs to include wording that states the field is to be maintained to a sports field standard. Whether to include the amount of cuts within the contract was not agreed, however if this is included it should be worded as 18 cuts during the growing season with the flexibility of additional cuts as and when required to ensure the pitch is maintained to a playable standard. It was agreed to add that the Parish Council is to be made aware of the date that fertilising, weed killing and verti-draining is to be done before it is undertaken. The contractor must cut inside the goals and strim around the posts. Cllr Brown is to confirm if Belton FC want their pitch included in this contract. It was agreed to remove the maintenance at the allotments from the contract, and to ask the Parish Council Caretakers to undertake this work as part of their duties. The Chairman confirmed he will update and circulate the amended job specification after the meeting.

14. QUEENS PLATINUM JUBILEE CELEBRATIONS

To celebrate the Queens Platinum Jubilee it was agreed to plant 20 Heritage fruit trees on Bell Lane to replace the shrubs which had previously been cleared to create a Community Orchard. It was also agreed to plant some trees on New Road playing field plus other possible green spaces in the village. The trees which are approximately 4ft high will cost £15.50 each, the stakes £5 each. Funding may be available from the "Million Trees Fund" however if this is not successful it was agreed to ask County Cllr Annison to fund the purchase of the trees from this year's Highways budget as it also includes environmental projects. Proposed Cllr Greenacre Seconded Cllr Botwright. All in Favour.

Cllr Cameron suggested the Parish Council should look into setting up a Tree Warden scheme, the volunteers would then be able to look after the new trees as they will all need watering for approximately 12 months after being planted.

15. DIGGING UP NORFOLK

After discussion it was agreed not to support the "Digging Up Norfolk" Campaign, details of which had been provided by Norfolk ALC and circulated to all members by the Clerk prior to the meeting.

16. PORTFOLIO REPORT

Cllr Brown – Reported there have been two untidy plots at the allotments, one of which has now been reallocated. The allotment hedge is now very overgrown, Cllr Greenacre stated she would speak with Revd. Rosie Bunn about this.

Cllr Mills – Reported he had inspected all the play equipment on Bell Lane, no problem to report. It was confirmed GYBC have fenced off one piece of play equipment and will pay for it to be repaired as they own it. Cllr Mills asked is there any plan to update any of the play equipment? Cllr Cameron stated GYBC are currently undertaking an audit of all the play equipment in the Borough, once this has been completed some may be removed permanently, and some may be upgraded. Cllr Cameron confirmed she will find out an update from GYBC about this. Cllr Mills reported he had reported some paths and roads that are in need of repair to NCC Highways.

Cllr Botwright – Reported he is looking into the possibility of installing a local history information board on Bell Lane field. The Clerk confirmed she will contact NCC Highways for an update on the two new grit bins. It was agreed if needed, to repaint the gold post box outside the JGI.

17. TIME & DATE OF NEXT MEETING

Tuesday 5th October 2021, 7.30pm at the New Road Sport & Leisure Centre

With no further business the meeting was closed at 9.40pm