

**Belton with Browston Parish Council Meeting**  
**CHAIR: KEN BOTWRIGHT      VICE CHAIR: NIGEL LIGHT**  
**Minutes from the Parish Council meeting held on 20<sup>th</sup> July 2021**  
**at New Road Sport & Leisure Centre**

**IN ATTENDANCE**

K. Botwright (Chair), N. Light (Vice Chair), N. Brown, D. Buckworth, S. Bridges, M. Greenacre, L. Hillier, D. Mills, G. Searby, I. Walpole, H. Williams, K. Ruddock (Clerk) and three members of The public including County Cllr Annison and Borough Cllr Myers.

*The meeting commenced at 7.30pm*

**PUBLIC SECTION**

-The Chairman reported a meeting had been held with an electrical contractor to discuss two options to illuminate the village sign. Two quotations will follow in due course, one using mains power, the second using solar power.

-It was agreed to allocate £30 to reseed the grass around the village sign. Mr Graystone confirmed he will undertake the reseeding.

*With no further business the main meeting commenced at 7.33pm*

**1. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllr Staff and Borough Cllr Cameron. To accept the apologies proposed Cllr Hillier, Seconded Cllr Brown. 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 22/06/21 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record, proposed Cllr Mills, Seconded Cllr Searby. All in Favour.

**4. MATTERS ARISING**

-The Clerk reported she had received details from NCC concerning the 2021/22 Parish Partnership Scheme, the closing date for bids is 10<sup>th</sup> December 2021.

-The Clerk reported after contacting Paul Kelf from GYB Services to request that the spray weed killing is reinstated on the paths and tarmac in the village, had received the reply stating this is the responsibility of NCC and if GYB Services were to undertake this work the Parish Council would be invoiced for payment.

**5. COUNCILLOR CO-OPTION**

It was agreed to defer this item to the next meeting.

**6. BOROUGH & COUNTY COUNCILLOR REPORTS**

County Cllr Annison introduced himself to the Parish Council and confirmed he had received the list of outstanding issues from the Chairman which he will address in time.

Cllr Annison reported:

- There is now a link on the Norfolk County Council website to access information on the “One Million Trees for Norfolk Scheme”. County Cllr Annison will support the Parish Council if they would like to plant some trees in the villages using the scheme. The Chairman stated the Parish Council may look to plant some trees on Bell Lane field (where the shrubs have been cleared), to mark the Queens Platinum Jubilee. County Cllr Annison may be able to contribute some funding

from his Highways budget for new trees, as the budget also includes environmental projects this year.

-It was reported the New Road cycle path should be swept tomorrow, and the issue of flooding on New Road will continue to be monitored. The Chairman added no update has been received from NCC concerning the camera inspection of the soakaway, and if the land owner has been asked to reinstate the old ditch.

- It was reported the repair to the path on Station Road South has been scheduled.

- Paul Sellick has been made aware of the weeds growing through the new cycle path and has agreed it is not up to standard and will need to be repaired.

- The issue of the Parish Council possibly taking over the grass cutting in the village, with the agreed budget, was discussed. County Cllr Annison thought this should be possible and agreed to find out more information and report back to the Parish Council.

Borough Cllr Myers reported:

- There will be more provision made for electric charging points in the Borough as detailed in the Borough Plan. New points are already being incorporated into areas that are being developed.

- The rest of the grass cutting will be completed in the village this week. It is not the responsibility for the Parish Council to pay for the spray weed killing on the paths and highways in the villages, this matter will be addressed again with Paul Sellick. The Chairman added the works paid from County Cllr Grant's previous budget have still not been completed on Bell Lane. These being the banks have not been cut between Tesco and Church Lane, and at the junction of Yare Road/Bell Lane the trees have not been cut back.

- Work to try and arrange a new bus service to take school children in Belton to Lynn Grove High School is still ongoing with First Bus. It is hoped the No. 5 bus could be routed through the village in time for September.

- There will be an article in the next Village Voice to ask for feedback concerning the proposed red/green dot scheme.

**7. ADMINISTRATION & FINANCIAL MATTERS**

PARISH COUNCIL CURRENT ACCOUNT

CQ	INV	PAYEE/DETAIL	V.A.T	AMOUNT
BACS		K. Ruddock – salary 1342.42 less pension 77.86 , less tax 39.20 , less nic 65.45		£1,159.91
BACS		D. Skipper wage 714.84, less pension 39.31 plus mileage 12.15		£687.68
BACS		HMRC K. Ruddock tax 39.20 , nic 56.45, employer nic 83.55		£188.20
BACS		Norfolk Pension Fund K. Ruddock cont 77.86, Council cont 315.46 D. Skipper cont 39.31, Council cont 167.98		£600.61
BACS		Garden Guardian grass cutting (July INV)	£174.54	£1,047.24
BACS		M. Graystone Gardening Receipts		£62.00
BACS		K. Botwright – refund for strimmer	£23.33	£139.99
		Total for meeting	£197.87	£3,885.63
BACS		Garden Guardian (previous payment by bacs not cleared)		£1,024.36

PAVILION ACCOUNT

CQ	INV	PAYEE/DETAIL	V.A.T	AMOUNT
BACS		K. Gipson wage (inc 2 hours village maintenance)		£675.19
BACS		Norfolk Pension Fund K. Gipson CONT 39.29 Council cont 164.33		£203.62
BACS		HMRC K. Gipson June nic 14.00 employer nic 33.38		£47.38
DD		BT	£17.49	£104.93

BACS		KGB Commercial service to heating boiler	£46.00	£276.00
BACS		Norfolk Constabulary – key holder scheme		£25.00
BACS		Refund K. Gipson – cleaning materials	£13.09	£78.55
		Total for meeting	£76.58	£1,410.67

	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	£59,348.31	£20,653.65	£58,374.00
Bank Bal After	£30,000.00	£0.00	£54,438.32	£19,678.98	£58,374.00

**Payments into New Road: £436**

**Pilates £44**

**Up4fitness £48**

**Beebops £96**

**Field Hire £56**

**Musical Movers £192**

To propose the sheet above for payment proposed Cllr Mills, Seconded Cllr Bridges. All in Favour.

Cllr Buckworth reported he is unable to invest the £20,000 with Aldermore as they only accept deposits from commercial businesses. The high street banks have a very low rate of interest which would only give a £10 return on a one year investment. After discussion it was agreed not to invest the money at the current time. It was agreed to authorise Cllr Buckworth to invest the funds over the recess period should a better return be found with a different provider, proposed Cllr Buckworth, seconded Cllr Greenacre. All in Favour.

Cllr Buckworth reported notification had been received from Lloyds stating that the funds in the New Road Bank Account may not be covered under the Financial Services Compensation Scheme. After some discussion it was agreed that to protect public money i.e. under 'The Financial Services Compensation Scheme' to transfer the balance from the New Road Account into the Parish Council account which is protected. The Clerk will then split the cash book into two sections, time will be saved from contra transfers from one account to the other. Proposed Cllr Buckworth, seconded Cllr Greenacre. All in Favour.

## **8. PLANNING SUB COMMITTEE**

It was agreed to form a Planning Sub Committee to deal with applications that arrive and comments that need to be submitted in between meetings. Committee members will be Cllrs Greenacre, Light, Botwright, Mills and Buckworth. Proposed Cllr Light, seconded Cllr Botwright. All in Favour.

## **9. BELL LANE PLAYING FIELD**

To deter children from jumping the fence to play football at New Road it was agreed to install a set of goal posts on Bell Lane in front of the multi sports play area. It was agreed by all members for Cllr Brown to consult with Belton FC as they may be able to supply the goal, the exact location for the goal will then need to be agreed.

## **10. NEW ROAD SPORT & LEISURE CENTRE**

The minutes from The Management Meeting held on 6<sup>th</sup> July 2021 were noted.

### New Road Fence

Cllr Light reported following a site inspection, a list of defects were recorded which needed to be addressed by the contractor. A further site inspection with the contractor had been undertaken resulting in most of the outstanding work being completed, however there are still a few items that have not been addressed. After some discussion it was agreed that the Clerk write to the contractor to ask them to complete these issues.

### Toilet Block & Projector

Following the management meeting Cllr Light reported he had been investigating the different options to install separate toilets from the function room for field hirers.

To convert the Caretakers cupboard into one unisex disabled toilet would cost approximately £2000. To build a new brick toilet block would cost from £10,000 upwards. After looking online there are metal containers available to purchase that have already been converted into a toilet block which house multiple male and female toilets with disabled access, these containers cost in the region of

£5000, (all prices exclude VAT).

During the Management Meeting it had also been suggested to look into purchasing a projector for New Road, this would then hopefully lead to new bookings as the room could be hired out for business meetings and training sessions. After taking advice prices for a new projector are in the range of £887 plus VAT. Cllr Light confirmed he would be happy to loan the rest of the equipment needed to install the projector to New Road for the time being. It was agreed this would be a good asset for the centre as it could also be used to link Cllrs into meetings via zoom that may be having to self-isolate, and it could be used to view planning applications during meetings and hold film shows and presentations.

After some discussion it was agreed in principle to go ahead and purchase both items setting a maximum limit of £7000 for the purchase and installation of the toilet block, and £1000 for the projector. Proposed Cllr Hillier, seconded Cllr Searby. All in Favour.

It was agreed Cllr Light will email Cllrs Botwright, Staff, Buckworth and the Clerk details of any toilets blocks that come online which may be worth looking at.

#### Front Entrance

There was general discussion concerning the need to make the entrance into New Road wider to make it safer for traffic entering and exiting, also moving the disabled parking bays. It was agreed the Management Committee need to look into this further before any decision is made.

#### Car Park

It was suggested to find out if there is any grant funding available to extend the tarmacked area of the car park before possibly funding this from the precept.

#### Football Clubs – Advertising Boards

It was agreed this matter will be dealt with by the Management Committee in the first instance. It was generally thought that rather than Belton FC adding sides down the left and right hand side of their pitch for more boards that it should be left open so the field can be used easily for other uses. Also Bohemians FC must also be offered the opportunity to add advertising boards somewhere on site.

### **11. CCTV**

The Chairman reported two quotations had been provided from Protect-it. The first is to upgrade/repair the existing equipment which totalled £1450 plus VAT. The second is to install a complete new system, which would include installing extra cameras on Bell Lane, this quotation came to £5590 plus VAT.

It was agreed by all members to proceed with option two to install a complete new system.

Proposed Cllr Light, Seconded Cllr Buckworth. All in Favour. It was agreed the Clerk will obtain quotations from two other contractors.

Cllr Greenacre stated once a quotation has been agreed it should be arranged for some Councillors to view a similar system that the contractor already has up and running.

Cllr Light confirmed he will look at the PRA system as it is thought the sensors may not be working properly.

### **12. VILLAGE SIGN ILLUMINATION**

This item was discussed during the public section.

### **13. PLANNING**

06/21/0531/F 3 Winchester Villas, Farman Close, Belton. Erection of double garage with office space. It was agreed to submit no objections subject to neighbours' comments for the above application, however there are concerns that access to the property is dangerous.

06/21/0571/F Willow Tree Garden, Marsh Lane, Belton Retention of shed for craft room. It was agreed to submit no objections subject to neighbours' comments for the above application.

06/21/0565/F Helmdate, St Johns Rd, Belton. Two storey side, front & rear extensions. It was agreed to object to the application above due to the proposed extension being too big for the plot.

#### **Planning Applications Approved**

06/21/0097/F 41 Bramble Gardens, Belton. Removal of conservatory and replace with extension.  
06/21/0374/F Duck Pond Barn, Hall Farm, Belton. First floor side extension.

#### **14. PORTFOLIO REPORT**

Cllr Williams – Reported she had not had any member of the public contact her to express an interest in joining the village litter pick. After some discussion it was agreed for the litter pick to go ahead, but to arrange another in September which can be advertised in good time in the Village Voice.

Cllr Mills – Asked if there had been any progress made on the request for two new grit bins? It was agreed the Clerk to obtain an update from Paul Sellick.

Cllr Greenacre – Confirmed she will be finding out further information from GYBC concerning the Community Champion for Burgh Castle Parish Council, and will pass this information onto Cllrs.

Cllr Botwright – Stated he has a list of locations of fire hydrants in the village from Norfolk Fire and Rescue Services which he will forward on to Cllrs. Please, if anyone is near one can they check to see it has been kept clear of any overgrown vegetation? Cllr Buckworth confirmed he would be happy to do this for Burgh Castle.

It was suggested the Parish Council may need to undertake some pest control on Bell Lane Field due to the amount of mole hills.

#### **15. TIME & DATE OF NEXT MEETING**

Tuesday 7<sup>th</sup> September 2021, 7.30pm at the New Road Sport & Leisure Centre

*With no further business the meeting was closed at 9.10pm*