

Belton with Browston Parish Council Meeting
CHAIR: KEN BOTWRIGHT VICE CHAIR: NIGEL LIGHT
Minutes from the Parish Council meeting held on 1st February 2022
At New Road Sport & Leisure Centre

IN ATTENDANCE

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

The public section commenced at 7.26pm

PUBLIC SECTION

- A member of the public was present at the meeting to ask for an update concerning the installation of a piece of artwork near to the Village Sign in Belton. The Chairman stated NCC have been contacted to ask for permission to site the artwork next to the village sign however no reply has been received.
- There is still a great amount of rubbish which has not been cleared by the builders working on the property next to St Johns Rd. Cllr Cameron confirmed she will contact the developer again about this.
- The Chairman confirmed the Parish Council's P.A. System cannot be purchased by the Community Choir as it is required for future events run by the Parish Council.
- Mr Graystone and Cllr Cameron confirmed they will be working together on this year's Belton in Bloom. Mr Graystone asked would the Parish Council agree to permit a group of volunteers to install a Community Garden at the top of Heather Gardens near to the gas regulation station / Bell Lane Bridge. The garden would be available to all parishioners. Funding could be provided by the Bell Lane Charity as this would comply with The Charities objectives. The Chairman confirmed the first thing Mr Graystone will need to do is to determine who the land owner is and to obtain permission from them. Borough Cllr Myers confirmed he will make enquiries with GYBC on how some of the open spaces within the village could be adopted by the Parish Council. Mr Graystone and Cllr Cameron will obtain quotations for fencing and a poly tunnel for the project and will report back to the Parish Council.

With no further business the main meeting commenced at 7.35pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr Bridges. To accept the apology, proposed Cllr Brown, Seconded Cllr Williams. All in Favour.

2. DECLARATIONS OF INTEREST

Cllr Greenacre – Burgh Castle Parish Council, Cllr Brown – Belton FC. Also note all Parish Councillors are Trustees of Belton Playing Field Charity.

3. MINUTES FROM LAST MEETING

Minutes from the meeting held on 11/01/22 had been circulated to all members prior to the meeting. Cllr Brown stated that the wording to item 4 in the minutes should be amended due to Belton FC only having experienced one issue with car parking on a weekend which was dealt with. Therefore, with one amendment made to the wording of agenda item 4. To accept the minutes as a true and accurate record, proposed Cllr Mills, seconded Cllr Hillier. All in Favour. The Clerk will check the car parking item is listed within the standard terms of hire for all bookings.

4. MATTERS ARISING

The Chairman reported the following update concerning the waste and illegal fly-tipping on the land at 'The Loke' sent to Paul Shucksmith, from the **Environment Agency**.

Email from the EA regarding The Loke, Belton. *“Myself and another colleague re-attended in November 2021 and substantiated deposits of waste in another area of the land that hadn't been seen before. We did however observe that there has been some progress towards clearing the waste substantiated by Naomi during her previous visit. Cease and desist letters have been sent to the occupant and a waste carrier to clear the land of imported waste. We have also requested for each party to supply further information in writing and provide copies of paperwork. The deadline for this was 13/01/2022, however I have currently been unable to go into our office to check if any paperwork has been received. Myself and Naomi are planning to re-visit the site with the occupant when resource allows, but hopefully in the coming few months.”*

5. BOROUGH & COUNTY COUNCILLOR REPORT

County Cllr Annison reported:

- The Police will be continuing to undertake speed checks at various locations within the Lothingland area. If there are any areas in particular that you would like to be targeted please let me know.
 - Paul Sellick has agreed to allocate part of the Highways budget to purchase the new village signs.
 - A new Planning Manager has now started at GYBC. The Chairman stated he had received correspondence from an Officer within the Planning Dept reporting that there have been long standing problems with their IT system and a lack of investment in their IT infrastructure. It was agreed to ask Borough Cllr Myers and County Cllr Annison to raise this issue with both NCC and GYBC.
 - Areas which need repairing have been marked on the New Road cycle path.
- The Chairman asked County Cllr Annison to find out if there are any trees which are classified as an orchard variety, available through the “Trees for Cities” scheme. None had been included in the delivery of the NCC “Million Trees”.
- Cllr Mills asked County Cllr Annison, can the repair to the footpath near to 35 Heather Gardens be looked at by Highways again, as the crew that undertook the repair made a very minor repair to the path which is now causing a trip hazard.

Borough Cllr Cameron reported:

- Vehicles which are being parking on the road near to the junction of The Loke and are causing a problem for the oil lorries which need to access the properties on The Loke. This is resulting in the companies having to send out smaller vehicles to access the properties. This is resulting in the property owners having to pay more for their oil due to smaller vehicles being used. It was suggested the only thing that could be done is for Borough Cllr Cameron to write to the company in question pointing out how unfair it is to charge the residents more for their oil due to this problem.

Borough Cllr Myers reported:

- The hedge at 1 Heather Road has been cut back.
- Please can the property owner of 14 Heather Road be written to, asking them to cut their hedge, as it is obstructing passage of the footpath.
- Borough Cllr Myers confirmed he will try to find out the results from the playground and open spaces consultation which was undertaken by GYBC.
- Will be arranging a meeting with the new Planning Manager to discuss the ongoing problem with retrospective planning applications.

6. ADMINISTRATION & FINANCIAL MATTERS

PARISH COUNCIL CURRENT ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Ruddock 1389.56 less pension 80.59 , less tax 47.00 , less nic 71.11		£1,190.86
BACS	D. Skipper 714.84 less pension 39.31 plus mileage 12.15		£687.68
BACS	HMRC K. Ruddock tax 47.00, nic 71.11 employer nic 92.00 K. Gipson nic 32.42 employer nic 43.61		£286.14
BACS	Norfolk Pension Fund K. Ruddock cont 80.59 council cont 326.54 D. Skipper 39.31 council cont 167.98		£614.42
BACS	New Road Centre – contra payment for VAT reclaim 286.60		£286.60
BACS	Andrew Edwards – remove, widen and fit new metal door on toilet block	£128.00	£768.00
BACS	Westcotec – repair SAM2, plus 2 new batteries	£37.90	£227.40
	Total for meeting	£165.90	£4,061.10

PAVILION ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	Lee Wells – refund for cancelled booking		£40.00
BACS	K. Gipson 1067.14 (container 641.20) less pension 58.69, nic 32.42		£976.03
BACS	Norfolk Pension Fund K. Gipson Cont 58.69 , council cont 250.77		£309.46
BACS	K. Gipson refund for toilet block items from Howdens, Tool Station and Trade point	£62.83	£376.94
BACS	Nigel Light – refund for disabled toilet items	£17.60	£105.58
DD	BT	£17.58	£105.48
DD	ESPO	£45.34	£272.06
	Total for meeting	£143.35	£2,185.55

	Council A/C	New Road A/C	Ring fenced Balance
Bank Bal B/F	£80,329.03	£9,600.50	£46,262.00
Bank Bal After	£77,596.97	£8,003.95	£46,262.00

Payments into New Road: £673

Judo £144

Bradwell Bowls Club £60

Craft Group £168

Belton FC £112

Parties x4 £189

To propose payment for the sheet above Cllr Mills, seconded Cllr Greenacre. All in Favour

The Clerk reported the Finance Portfolio needs to be allocated. Cllr Botwright proposed Cllr Staff as the finance portfolio holder, seconded Cllr Searby. All in Favour.

7. EVENTS WORKING PARTY- SUMMER 2022 MUSIC EVENT & QUEENS PLATINUM JUBILEE EVENT

The minutes held from the working party meeting held on the 20th January were noted. Cllr Greenacre reported the groups for the July event have been booked, more focus during the next Events Working Party meeting will be on the 3rd June event, for the Queens Platinum Jubilee Celebrations.

Cllr Light stated the stage company is the next thing to be booked for the music event, the DJ which will be playing in between the main acts has also been booked.

The Chairman reported he has started to complete the many forms required, and has spoken to the land owner concerning the car park. Help is now needed over the coming months to arrange sponsorship, food vendors, security etc. Please can all Councillors keep the 16th July free to help at the event, and if anyone can help now to please let him know.

8. PLANNING

06/21/1000/F Lochinvar, Short Rd, Browston Variation of cond 3 – use as independent living

It was agreed to strongly object to the retrospective application above. Condition 3 was listed as part of the original planning application therefore should not be removed. It is understood the property has already been used as a dwelling prior to this planning application.

Cllr Greenacre asked Borough Cllr Myers to find out if the issue of Council Tax has been raised.

06/22/0019/HH 59 Station Rd South, Belton 2 storey extension, modify existing extension

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

9. GROUNDS MAINTENANCE CONTRACT

The Clerk confirmed after placing an advert in the Village Voice and EDP, and also writing to a number of companies, only one quotation has been obtained for the grounds maintenance contract. The quotation is from Garden Guardian which totals £7866 (plus vat) for all the grass cutting, plus the following options for New Road.

Fertilising £930 (plus vat)

Weed Killing £1200 (plus vat)

Feed & Weed kill inc Moss £1210 (plus vat)

Verti Draining £1195 (plus vat)

Deep Spike £260 (plus vat)

Spike, Roll, Brush & Scarify £260 (plus vat)

The Chairman reported prior to the meeting he had contacted Ben Burgess to obtain a quotation to hire equipment needed which would enable the Parish Council to undertake the grass cutting in house. The benefit of this would be the Parish Council would then be able to take control when the grass is cut, and provide additional cuts as and when is needed. Both caretakers have agreed to undertake the additional work being added to their current job specifications during their recent appraisals.

The hire charges are as follows (which includes the servicing agreement and parts):

John Deere 1026R

<https://www.deere.co.uk/en/compact-utility-tractors/1-series/1026r/>

24.8hp, 3-cylinder diesel, hydrostatic transmission, cat1 3-point linkage, 309kg lift capacity, rear and mid PTO.

2-year manufacturer warranty.

3-year contract hire: **£395.00 + VAT** per month

John Deere 2038R

<https://www.deere.co.uk/en/compact-utility-tractors/2-series/2038r/>

36.7hp, 3-cylinder diesel, hydrostatic transmission, cat1 3-point linkage, 615kg lift capacity, rear and mid PTO.

2-year manufacturer warranty.

3-year contract hire: **£410.00 + VAT** per month

Cllr Light suggested a better option may be to purchase the equipment under a hire purchase scheme, this would be more cost effective in the long term as the equipment would ultimately belong to the Parish Council. After some discussion the Chairman stated he would go back to Ben Burgess to obtain prices for a hire purchase option. The Clerk stated this item will need to be added to the agenda at the next meeting when all prices have been obtained to enable the Parish Council to make a final decision. Due to limited time available it was agreed to hold an extraordinary meeting before the March meeting.

The vote was then taken, is the Parish Council in favour of undertaking the grass cutting contract in house rather than employing an external contractor. Yes: 11, No: 0. Carried.

The Chairman reported no update had been received from Paul Sellick concerning the Parish Council being able to take over the grass cutting of the urban areas and grass verges within the villages.

10. PORTFOLIO REPORT

Cllr Cameron – The trees have been planted on Bell Lane filed and the grass has been cut around the whips. Wild flowers seeds will also be planted on Bell Lane and Bland Corner. £100 has been obtained from GYBC for a mature cherry tree and bedding plants for Belton in Bloom and will be purchased from Moulton Nurseries near Acle. The glass for the art sculpture will cost approximately £130, Mr Graystone is to find out if there will be any further cost involved.

Cllr Botwright – Thanks to Cllrs Cameron, Mills and Mr M. Goreham for helping to plant the trees on Bell Lane.

Cllr Searby – Reported she had spoken to the Licensing Dept at GYBC. The premises license to hold an event for a maximum of 5000 people (which would include employees and volunteers) is £180 for the annual fee. The license will then cover all entertainment and alcohol sold on site. The Mariners Compass and Brewery have been contacted to find out if they would be able to attend the music event in the summer.

11. TIME & DATE OF NEXT MEETING

Tuesday 1st March 2022, 7.30pm at the New Road Sport & Leisure Centre

With no further business the main meeting was closed at

12. INCAMERA RESOLUTION

To consider a resolution to exclude the press and public from the meeting in accordance with the public bodies (admissions to meetings) act 1960.s 1, in order to discuss citizen of the year, employee appraisals and football contracts.

With no further business the main meeting was closed at 9.06pm and the in-camera item commenced.

13. CITIZEN OF THE YEAR

The Citizen of the Year Award was agreed.

14. EMPLOYEE APPRAISALS

Cllr Botwright proposed to form a Human Resources Working Party to work through the various items raised within the employee appraisals Seconded Cllr Brown. All in Favour. It was agreed Cllrs Staff, Mills, Bridges, Botwright and Hillier will sit on the Working Party.

15. FOOTBALL CLUB CONTRACTS

It was agreed to send a letter to both football clubs concerning the conditions of hire within their contracts. Proposed Cllr Light, seconded Cllr Cameron. All in Favour.

With no further business the meeting was closed at 9.48pm