

# *Brampton and Oxnead Parish Council*

Minutes of the AGM held in the Village Hall, The Street, Brampton  
on Wednesday 30<sup>th</sup> May 2012 at 7.45 pm

## **Present**

Councillors: Stuart Wilson (Chairman), Mark Little, Fiona Scott, Jonathan Spinks, Margaret Whiley and William Youngs

### Also in attendance:

One member of the public

District Councillor Barbara Rix and Ros Calvert, Clerk to the Council

\*\*\*\*\*

## **2012/01 Chairman**

Cllr Stuart Wilson was elected Chairman for 2012-13. He signed the declaration of acceptance of office.

## **2012/02 Apologies** – there were none

## **2012/03 Co-option**

**It was agreed** to co-opt Trevor Whiteman to the Council.

## **2012/04 Declarations of Interest**

Stuart Wilson declared a personal interest in the grant application from the Bure Navigation Conservation Trust. (Minute 2012/14.4)

## **2012/05 Vice Chairman**

Cllr Mark Little was elected Vice Chairman for 2012-13.

## **2012/06 Minutes**

Minutes of the meeting held on 21 March 2012 were circulated, agreed and signed by the Chairman as a true record

## **2012/07 Matters Arising from the Minutes**

1. Bure Valley Railway footpath – Cllr Little was organising a meeting with Broadland District Council and the Bure Valley Railway; he was awaiting contact from the County Ecologist.
2. Litter Picking – The litter picking equipment was on order from Broadland District Council. It was suggested that signage to prevent littering be erected at the start of the footpath walk through the village as it had become a popular tourist route.
3. Phone Box – Work had not been started on the refurbishment. There was a query regarding site ownership. It was suggested that a team of volunteers would be required to tidy the surrounding area.

## **2012/08 Reports**

1. District Councillor Barbara Rix - reported on developments at the Broadland District Council (BDC). A staff reorganisation was being undertaken to cut back on superfluous work whilst maintaining quality and reducing costs at the same time. She was championing financial support from BDC to North Walsham CAB

as it was well used by their residents although it is not within the district boundary.

2. Police – a written report had been received and circulated by email. There were no issues arising from the report.

#### **2012/09 Public Participation**

**It was agreed** to adjourn the meeting to take comments from members of the public.

*There were no comments.*

#### **2012/10 Notice Board**

It was noted that provision for a new noticeboard has not been included in the 2012-13 budget. It was agreed to explore a joint provision with the PCC of a noticeboard on the bus shelter near the post box. The Clerk and Cllr Little will make enquiries.

#### **2012/11 Planning**

**It was agreed** to support planning application No 20120711 at Keepers Cottage, Hall Lane, Brampton

#### **2012/12 Highways**

1. Drainage works at the Marsham Road junction with the Aylsham Road did not appear to be effective. It was noted that Norfolk County Council were reviewing the situation.
2. Brampton Footpath No 12 had not been restored to the required width of one meter and was reported to be difficult to use due to various obstructions and trip hazards. **It was agreed** to ask Norfolk County Council to undertake enforcement action.
3. Site Meeting – Cllr Little and the Clerk would attend a site meeting with Mr Mayes (Norfolk County Council Highways) to review various highway and road signage matters on 6<sup>th</sup> June.

#### **2012/13 Correspondence**

A list of the correspondence received had been circulated and copies of all the correspondence were available from the Clerk. Items were noted.

1. Norfolk ALC – **It was agreed** to contribute £20 towards the clerk's attendance at the Summer Conference on 3<sup>rd</sup> July and to pay £15 for Cllr Scott to attend the How Hill Summer Event on 8<sup>th</sup> June.
2. Forestry Commission – Following the unexpected felling of a large number of poplar trees along the Bure **it was agreed** to write to the Forestry Commission to request consultation on the issue of felling licences in local sensitive landscape areas.
3. Audit Commission – **It was agreed** to approve the re-appointment of Mazars LLP as then external auditor for five years from 2012-13.
4. Members Code of Conduct - **it was agreed** to adopt the Member's Code of Conduct as attached to these minutes

#### **2012/14 Finance**

1. **It was agreed** to adopt the accounts for 2011-12
2. Sections 1 and 2 of the Annual Return were completed and signed by the chairman and the Clerk (also the Responsible Financial Officer).

3. Bank reconciliation and reconciliation of funds at 31 March 2012 were received.
4. Grant – **it was agreed** under section 137 LGA 1972 to grant £20 to the Bure Navigation Conservation Trust.
5. **It was agreed** to approve the following payments:
  - Whitehouse Enterprises (Bench) - £360.00
  - Norse Ltd (grounds maintenance) - £69.71
  - Norfolk ALC (Subscription) - £79.73
  - A Hilton (Internal Audit) - £25
  - Aon Ltd (Insurance) - £391.26
  - Norfolk RCC (subscription) - £15.00
  - Personnel Payments - £244.75
  - BNCT (donation S137 LGA 1972) - £20
  - Norfolk ALC (training) - £20

**2012/15 Late Correspondence and items referred to next meeting**

It was suggested that £150 be put aside for the refurbishment of the gate to the Parish Field and that it should be repaired as a matter of urgency.

**2012/16 Closure of the Meeting**

There being no further business the chairman closed the meeting at 9.15 pm

Approved

Date