

# *Brampton and Oxnead Parish Council*

Minutes of the ordinary meeting held in the Village Hall, The Street, Brampton  
on Wednesday 9<sup>th</sup> January 2013 at 7.30 pm

## **Present**

Councillors: Mark Little (Chairman), Fiona Scott, Margaret Whiley, Trevor Whiteman and William Youngs

## Also in attendance:

District Councillor Barbara Rix, County Councillor David Harrison,  
Mr Roy Wheeler, member of the public  
Ros Calvert, Clerk to the Council

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**2012/66 Apologies** – were received and accepted from Cllr Stuart Wilson

**2012/67 Declarations of Interest** – there were none

## **2012/68 Minutes**

Minutes of the meeting held on 28<sup>th</sup> November 2012 were circulated, agreed and signed by the Chairman as a true record

## **2012/69 Matters Arising from the Minutes**

1. A walnut tree had been planted by the bus shelter to commemorate the Queen's diamond jubilee. The tree guard had been ordered.
2. The Litter Pick on Saturday 23 February would start at 11 am. It would be advertised locally and led by Cllr Little.
3. Following a request by Norfolk County Council 'No Smoking' signs had been put up in the bus shelter. They had subsequently been removed.

## **2012/70 Reports**

Were received from the following authorities:

1. District Council – Cllr Barbara Rix stated that there was little to report from Broadland. She noted that government funding for its precept would remain the same as in 2012-13
2. County Council – Cllr David Harrison gave an update of the Library and Museum Services. The latter was being rationalised with uniform opening times and pricing structure for all premises. It was anticipated that they may also be used in the future for social functions.
3. Norfolk Constabulary – PC Greig Shepherd, Aylsham Beat Manager, introduced himself and PCSO Emerson to the meeting. He reported that there had been two crimes in the parish, one a domestic incident and the other a break in, theft of keys and removal of a motor vehicle.  
He advised that the monthly crime report for the area could be accessed from the Police website. Their operation RADAR to prevent oil and diesel thefts from private and commercial properties was continuing.  
In response to the Council's concerns about recent road traffic incidents and safety on the main road, PC Shepherd offered to monitor the traffic with a speed gun for three months and then report to Council. He hoped to encourage drivers to drive safely and keep under the 50 mph speed limit.

## **2012/71 Public Participation**

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

and Councillors. *There were no comments.*

## **2012/72 Standing Orders**

Members considered Cllr Little's proposal:

1. an additional Agenda item allowing other matters for discussion should be added to the agenda.

that Chairman should decide on the number of items that should be discussed (I suggest a maximum of three items) at this point, and

that the Chairman should stipulate the time available for that discussion

that the Chairman should decide as to whether a decision should be taken at that meeting or that the decision should be deferred to the next meeting with Minuted Record of the discussion to inform that future decision.

Council considered the proposal and it was noted that:

- all items requiring a decision by the Council should be identified on the agenda and properly displayed giving notice to councillors and members of the public of the matters to be discussed.
- the agenda must be published 3 clear days before the meeting. Items may be sent to the Clerk for inclusion on the agenda preferably 7 days before the meeting.
- the Chairman may not legally make a decision on behalf of the Council. His main role is to run the Council meetings. He can call an extra ordinary meeting at any time and he can suggest the content of the agenda. He is responsible for ensuring that effective and lawful decisions are taken at the meetings.
- the Council may at any time agree to adjourn the meeting and take comments from the public and from members and then continue with the meeting.
- items of correspondence received after the agenda has been published are noted under an agenda item "Late Correspondence" at the end of the meeting. Council is advised of the content of the correspondence and may refer it to the next meeting. This may be used by members to make reports to the meeting and raise matters for consideration at a subsequent meeting.
- under the Council's Financial Regulations the Clerk may incur expenditure up to £200 to carry out repair replacement or other work which is of such extreme urgency that it must be done at once and then report the action to the Council as soon as practicable afterwards.

**It was agreed** to not support this proposal.

There were no other amendments proposed to the Standing Orders (adopted 14<sup>th</sup> September 2010).

## **2012/73 Rowan House**

Cllr Wilson's statement that "Rowan House is meant to hold regular annual meetings with surround parishes" was considered. There was some discussion as to whether

this was the case.

**It was agreed** that Clerk would make neighbourly contact with the current managers of Rowan House highlighting liaison in the past.

#### **2012/74 Planning**

It was noted that Broadland District Council had determined that the planning requirements at The Island had been met and that there were no matters outstanding. The chalet situated on the Island used for bee keeping was an agricultural building.

#### **2012/75 Highways**

1. Members had received an invitation to send a representative to the next SNAP meeting in Aylsham to discuss concerns for local road safety.
2. Reports of potholes in The Street and Back Lane had been received and passed on to Norfolk County Council Highways which would arrange an inspection and repair as appropriate. To expedite repairs members were asked to report potholes and other Highway matters to the Clerk as they occurred.
3. It was noted that roads in the village were very messy with standing water, accumulations of mud and fallen leaves. Some of this was due to the breakdown of the verges by wide vehicles. Norfolk County Council swept the roads two times a year. It was considered that this was not enough. The dates of the next sweeps would be circulated to members for local and timely monitoring.

#### **2012/76 Footpath No 12**

Comments and correspondence were received from Mr Wheeler with regard to the route of this footpath. It was understood that the path had been moved from its original course to close to the river, that it was impassable and looked to be getting worse.

It was noted that the NCC Highways Engineer was in dialogue with the landowner and the Clerk and that he would endeavour to keep clear the alternative route around The Island.

**It was recommended** that Norfolk County Council Highways should make a site inspection promptly.

#### **2012/77 Finance**

1. The bank reconciliation and the Financial Report at 31 December 2012 were approved and signed by the chairman and balances were noted. There was £2,229.97 in the Current Account
2. Grant Application  
*Cllr Mark Little declared an interest, he retained the Chair, spoke to the proposal; he did not vote.*  
**It was agreed** to contribute £150 from the General Fund to Brampton PCC towards the cost of the churchyard maintenance.
3. **It was agreed** to approve the following payments:  
£176.20 payable to R Calvert (Chq No: 100287)  
£150.00 to Brampton PCC (Chq: 100288)

#### **4. Budget & Precept 2013-14**

There was concern that the Council should be in a position to do more for community benefit. It was thought that the village looked a mess and that the Council should be able to afford services such as an extra street sweep. Members were acutely aware

of constraints on household budgets.

Following further review and consideration of papers circulated with the proposal **it was agreed** to adopt budget as presented.

**It was agreed** to levy a precept of £3,775.00 for 2013-14

#### **2012/78 Recycling Facilities**

A draft licence produced by Cllr Little for the lease of land by Mr T Briscoe to the Parish Council for £1 per annum to be used to site recycling facilities was considered. This agreement would be reviewed and renewed annually. It had been drafted to mirror an agreement to be made between Broadland District Council and the Parish Council for the siting of recycling facilities.

**It was agreed** to adopt the licence which would when agreed be signed by two Councillors and witnessed by the Clerk.

Cllr Little advised the Council that Mr Briscoe might give permission for the facilities to be sited in the same place from which they had been removed. It was recommended that should that be the case the facility should be used with consideration, kept tidy and that vehicles should not block the road when delivering items to the banks.

**2012/79 Telephone Box** – there had been no further development

#### **2012/80 Noticeboards**

**It was agreed** to buy a noticeboard and magnets for £199.95 + VAT. It would replace the Norfolk County Council map on the outside of the bus shelter. The map would be refurbished and put inside the shelter.

**It was agreed** to refurbish the noticeboard on the Village Hall which was owned by the Council. The Clerk would contact Mr Topping and ask him if he would do this as soon as possible. Payment for both of these would be taken from the General Fund and returned to it in the next financial year

#### **2012/81 Correspondence**

1. Items were circulated and noted.
2. Cllr Stuart Wilson would attend the Broadland District Council Community Resilience Workshop on 22 January.
3. There were no further comments

**2012/82 Late Correspondence** - There was none

#### **2012/83 Next Meeting**

The next scheduled meeting would be held Wednesday 20<sup>th</sup> March 2013

#### **2012/84 Closure of the Meeting**

There being no further business the chairman closed the meeting at 9.17 pm

Approved

Date