

# *Brampton and Oxnead Parish Council*

Minutes of the meeting held in the Village Hall, The Street, Brampton  
on Wednesday 8<sup>th</sup> January 2014 at 7.30 pm

## **Present**

Councillors: Stuart Wilson (Chairman), Laura Humphrey, Mark Little, Fiona Scott, Margaret Whiley and Trevor Whiteman

### Also in attendance:

David Harrison, County Councillor

Barbara Rix, Broadland District Councillor

Five members of the public

Ros Calvert, Clerk to the Council

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**2013/62 Apologies** – there were none

**2013/63 Co-option** – there were no applications. It was suggested that it would be good to have someone from the Oxnead area on the Council.

**2013/64 Declarations of Interest** – there were none

## **2013/65 Minutes**

Minutes of the meeting held on 6<sup>th</sup> November 2013 were circulated, agreed and signed by the Chairman as a true record

## **2013/66 Matters Arising from the Minutes**

- Conservation on Bure Valley Railway - invitations had not been sent nor contact made with representatives from Broadland District Council and Bure Valley Railway. The Clerk and Cllr Little would take this forward.
- Flower Bulbs – Cllr Little had planted most of the daffodil bulbs in various places around the village. Members looked forward to spotting them in the spring.
- Phone Box – there was no further progress to date.

Cllr Humphrey Arrived

## **2013/67 Reports**

County Councillor – Cllr David Harrison updated the meeting on progress with the refurbishment of County Hall. County Council was preparing its budget for 2014-15 but could not complete it until it had received direction on the Kings Lynn incinerator. It was keen to prevent cuts to Children's Services and Social Services. It had also agreed to adopt a committee structure of government from April rather than the current cabinet arrangement.

District Councillor – Cllr Barbara Rix was concerned that unlike last year, this year Broadland would not be passing on the money it had received from government as grant aid to parish councils. She reported on her activities on the Audit Committee, Finance Team and on the positive effects that "Systems Thinking" had on reducing costs and increasing the efficiency of the services provided by Broadland. She also reported on changes in the organisation of Norfolk Rivers Drainage Board which had taken over the management of some the waters previously managed by the Environment Agency. She also reported on the creation of a small traveller site in Broadland; Broadland did not provide enough sites for travelling people in the district. She had also attended the RAF Liaison Committee on the development of the former RAF Coltishall Site.

### **2013/68 Public Participation**

It was agreed to adjourn the meeting to take comments from members of the public and Councillors. There were no comments and the meeting reconvened.

### **2013/69 Planning**

There were no planning applications. Planning enforcements were noted.

### **2013/70 Finance**

1. The Bank Reconciliation and the Financial Report at 31 December 2013 were approved and signed by the Chairman. The balance in the bank was £3,528.83
2. **It was agreed** to make of grant of £40 to Norfolk Citizens Advice Bureau.
3. **It was agreed** to approve the following payments:
  - £ 347.90 - R Calvert - Salary, Expenses and bulbs (Chq: 100312)
  - £ 40.00 - Norfolk CAB – Grant (Chq: 100313)
4. **It was agreed** to adopt the draft budget for 2014-15 and reserves as attached.
5. **It was agreed** to set the precept for 2014-15 at £3,775.00

### **2013/70 Correspondence**

Correspondence was circulated and noted.

### **2013/71 Footpaths**

1. There had been no further update on the work due to be carried out to the section of eroded bank on Footpath 12.
2. Cllr Little reported that a stile between the Bure Valley Footpath and another footpath was broken. He would identify the site for the Clerk to make a report.

### **2013/72 Highways**

1. It was noted that Marsham Road would be closed on 17<sup>th</sup> January, possibly just for one day for excavations for a BT supply connection.
2. There had been another serious accident on the Aylsham Road. There was concern with regard to the drivers exceeding the speed limit and various suggestions were made as to how they could be encouraged to reduce their speed. The Clerk would contact PC Greig Shepherd to ask for an update on recent speed monitoring along the main road
3. There was a debate on local road safety. Various vehicles including cars and farm machinery, pedestrians and horses all share the roads through Upper and Lower Brampton. It was suggested that the situation was not helped by the growth of the roadside hedges, it was also suggested that hedges might to reduce traffic speeds.
4. **It was agreed** to ask for a member of the Norfolk Constabulary to attend the next meeting or the AGM in May.

### **2013/73 Emergency Planning**

It was reported that there had been an incident when a local landowner had been prohibited by the police from using a chainsaw to remove a tree from his land that had fallen and blocked the highway and that this had resulted in the road being closed for longer than necessary whilst another agency was called in to remove the obstruction. The Clerk had attended a workshop at Broadland District Council on Resilience Planning but had not been able to get a definitive answer with regard to the insurance implications for volunteers who might help out in a situation of local emergency. There had been not further progress on the local Emergency Plan.

### **2013/74 Late Correspondence & Items for next meeting on 5<sup>th</sup> March 2014**

There was none

**2013/75 Exclusion of Press and Public**

The Chairman moved and **it was agreed** that the press and public be excluded from the meeting as staffing matters were to be discussed.

**2013/76 Staffing Matters**

The meeting considered the applications received for the post of Clerk to the Council and **it was agreed** to ask three candidates to interview.

Arrangements for interview - The panel would be made up of three councillors as available with the clerk in attendance. The dates were agreed, depending on panel and candidates' availability and would be held in the Village Hall. The meeting discussed the questions to be asked, these would be finalised by the panel prior to the interview.

The candidates would be interviewed in alphabetical order, each interview lasting approximately 15 minutes. The candidates would be asked to arrive at intervals 30 minutes apart.

**Closure of the Meeting**

There being no further business the chairman closed the meeting at 9.00 pm

Approved

Date