

# Brampton and Oxnead Parish Council

## Minutes of the Annual Meeting of the Parish Council

Wednesday 19<sup>th</sup> May 2021

Held in the Community Area

### Present

Councillors:

Mark Little (ML) (Chairman), Jon Sawyer-Stone, (JS-S) Gary Bean (GB), Maggie Whiley (MW)

Also in attendance:

Karen Lawrence (District Councillor)

Steve Riley (County Councillor)

Maggie Claridge (Clerk to the Council)

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[2021/01 Election of Chairman](#) – Mark Little was elected as Chairman, proposed by Maggie Whiley and seconded by Gary Bean

[2021/02 Apologies](#) – Apologies were received from Cllr Trevor Whiteman

[2021/03 Election of Vice Chairman](#)- Jon Sawyer-Stone was elected as Vice Chairman, proposed by Mark Little and seconded by Maggie Whiley

[2021/04 Declarations of Acceptance of Office](#)- Acceptance forms signed

[2021/05 Minutes](#) - Minutes of the meeting held on 10<sup>th</sup> March 2021 were circulated, agreed and signed by the Chairman as a true record

[2021/06 Matters Arising from the Minutes](#) –There were none

[2021/07 Adjournment](#)- There were no members of the Public

[2021/08 Reports](#)- District Cllr Karen Lawrence reported that the full BDC Council meeting had been cancelled and that the Planning Dept of BDC has now moved to the South Norfolk Offices. With all the restructuring and shifting of staff it has been found that some members of staff are presently slower in responding to calls and e mails.

Cllr Lawrence reported back from the BVR meeting hosted by John Fleetwood, Network Co-ordinator of the Broadland Tree Warden group. Whilst the meeting was very useful, well attended and constructive in that BDC said there would be a forum to enable better communication between all interested parties, the host decided to withdraw from facilitating any further meetings. Cllr Lawrence agreed to follow up with the forum issue.

Cllr S-S said that BDC Env Health have ignored his messages regarding the fly tipping of shredded wood chippings along the pedestrian footpath side of the BVR, and also NCC Highways, after his attempts to contact Ben Rayner regarding signs to redirect delivery lorries away from the three narrow roads into Brampton from the Buxton to Aylsham Rd.

Cllr Lawrence commented on the level of inconsistencies and said that she shares Cllr S-S's frustration.

County Cllr Steve Riley arrived at 8.25pm following his meeting with Aylsham Town council and introduced himself to the Parish Council, as this was his first PC meeting with Brampton & Oxnead PC. He commented on how good it was to be able to see people in person at long last, and not on Zoom. Since he was elected as County Councillor he has not stopped and is very busy being trained for his new role. Cllr Riley informed the PC that he likes to listen and act accordingly, and asked if the PC had any planning issues to deal with as he is on the Planning Committee at BDC.

Cllr Sawyer -Stone Cllr S-S reported that there had only been one crime reported in February for Brampton & Oxnead.

2021/09 Planning there were no Planning applications.

#### 2021/10 Finance-

- a) the accounts for 2021 were received. **It was agreed** that the Clerk would forward a copy of the receipts and payments for 2020-21 to all Cllrs.
- b) The Internal Auditors report 2020-21 was received, approved and comments noted
- c) The Certificate of Exemption was signed and completed
- d) Sections 1 & 2 of the Annual Return for 2020-21 were signed and completed
- e) The Bank reconciliation was approved.
- f) **It was agreed** to approve the following payments:

Clerks salary and expenses	414.95
S Turbett grass cutting	59.44
CAS Insurance	315.11
SLCC	67.00
URM glass recycling	7.20
NALC	75.45
R Calvert Int Auditor	45.00

2021/11 Dog Poo Bins- The Chairman had received a request from a resident for the PC to consider installing another Dog Poo bin at the Church end of the village.

**It was agreed** that the Clerk would contact Env Health at BDC to pass on the request.

#### 2021/12 Highway & Footpath Matters

##### Highways

With the next visit of the rangers imminent in June, **it was agreed** that the Chairman and Cllr S-S would walk the village streets and prepare a map to be sent to the Rangers showing positions of all the potholes in need of filling. Marsham Rd, Back Lane and the Oxnead parking area close to Oxnead Bridge, are all in need of attention, as well as the white railings opposite, which are steadily falling over.

##### Footpaths

The Clerk informed the PC of two maps she had been sent by Christopher Brough from NCC Cycling and walking Team regarding the installation of way-markers advertising circular walks, in particular the Oxnead walk from the BVR station around by the river and back to Buxton station. NCC would like the PC to share the maps with parishioners and ask for

feedback. Cllr Bean commented that car parking is an issue as there is insufficient parking available at Buxton station for large numbers of additional walkers arriving by car. **It was agreed** that the Clerk will forward the letter to the Clerk for Buxton to share with her PC, and await their comments before we respond, so that they can be combined.

The Chairman asked Cllr Lawrence about the legal status of the BVR footpath, to which her reply was that it is not a designated public right of way.

[2021/13 Late Correspondence and refer as appropriate to next meeting 14 07 2021](#)  
**It was agreed** that the Clerk is to ask Stewart Turbett if he can replace the damaged wooden posts around the Community area.

The Clerk had received a letter from a parishioner concerned about the heavy delivery vehicles coming through the village. Cllr S-S has discussed the issue with Ben Rayner and is anxiously awaiting the signs that were promised 7 months ago. **It was agreed** that the Clerk will reply to the parishioner informing her of the situation.

[2020/61 Closure of Meeting:](#) There being no further business the Chairman closed the meeting at 8.34pm.

Approved

Date