

Bircham Parish Council

Not approved

Minutes of the Annual Meeting of the Parish Council held on Wednesday 9th May 2012
at the Great Bircham Social Club.

Not Approved

1Present:, Mr C Coe Chair Mrs G A Daniels , Mr R J Foster, Mrs K Greeves, Mr M Carter, Mr B Mele, Mr B Hutchinson, Mr Eyre, Mr Sargent, Mrs French

In Attendance: Barry Grindrod, Clerk. Electors 12

Absent Apologies were received and accepted from; Mrs D Bird (Darts Match Final),

1.Election of Chairman of the Parish Council – Mr Coe was elected unopposed as Chairman.

2.Election of Deputy Chairman of the Parish Council. There were two nominations- Mrs Daniels and Mr Hutchinson. In a tied vote the Chair exercised his casting vote in favour of Mrs Daniels.

3. Declarations of interest by members and employee in items on the agenda- none made

4.To agree minutes of the last Meeting held on March 14th and signing them. Also the minutes of the extraordinary meeting of the parish council held on 25th April. The minutes were agreed and signed as a true record

5.Receive any apologies for absence- Mrs Bird

6. Announcements from the Chairman- none made

7.To approve changes to the Standing Orders following the annual review. These were approved

8.To approve any changes to other governing documents- Financial Regulations. The change to paragraph 4.2 was approved

9. To agree the dates times and place of meetings of the Council for the next twelve months (see attached sheet) Agreed

10 Receiving petitions (SO 1.7) given to the clerk three working days prior to meeting and signed by ten electors) None received

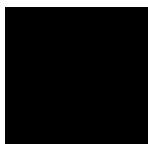
11 Public question time (SO 1.8 five working days notice to clerk;2 min speaking time No questions received

12.Matters arising –

1. Playing Field.- to note the amendments to the proposals for the Playing Field following the extraordinary meeting of the parish council held on 25th April.- a gate to be installed in the north east corner of the field.
2. Community Bus Service for pensioners- in the event of the Post Office closing the Community Bus Service could be available and more so if there were more drivers from the parish willing to volunteer.
3. Views on possible sites for an oak tree to mark the Jubilee. After some discussion as to where it might be placed it was agreed to use the Playing Field

13.Correspondence received:-

1. Tapping House Hospice-request for a donation; agreed £25
2. EGF Events (Houghton Hall Music Festival) noted the offer to provide free tickets to local residents. Mention this in the newsletter
3. CPRE-suggesting the council join-£29pa; Agreed
4. Incinerator- update from BCKLWN. noted
5. Community Car scheme report- Bircham was the second largest user. Also a village film club was being established; details to be put in newsletter
6. Amalgamation of Dersingham Infant and Nursery school- no views for or against



7. Request for a donation towards the upkeep of the churchyard and the newsletter from the PCC. Agreed £50 for newsletter and 300 for the Churchyard maintenance.
8. Cycle Event passing through the village on 10th June. noted

14 Financial Matters

1. To receive the accounts for 2011-12 and the report from the local auditor on them. Noted and approved. Chairman
2. To complete part 2 of Audit Commission Return- Annual Governance Statement This was approved and signed by the Chairman
3. To note Bank Statements for March 2012 and match them to the Bank Reconciliation. Council agreed that the figures matched.
4. To note receipt of Annual Precept from the Borough 6468
5. Bank balances as at April 30th 2012:-

Current Account- 2023.13 Reserve Account-12943.84

15.Bills to approve:

The following bills were approved for payment:-

To note Direct Debit to E-on	30.41	
NALC	115.13	100601
Norfolk RCC	25	100602
Local audit	65	100603
Dog Waste bins	72.38	100604
Bircham Cricket Club (Playing field)	700	100605
Insurance Premium 2012-13	662.88	100606
(Year One of a 3 year agreement)		
Social Club Room Hire 2011-12	110	100607

Agreed during the Meeting:-

Tapping House Hospice- donation; agreed	£25	100608
Churchyard maintenance.	350	100609

16.Planning Matters

The Chiplow and Jacks Lane wind farms decision will be announced on May 28th

17.Other business placed on the agenda

1.To receive quotations to (a) to fence the play area and (b) to put in a barrier and path improvement to the Lynn Road entrance to the Playing Field.

The clerk reported that there had been three tenders for each of the two projects. The most expensive tender was set aside. The clerk proposed that a small group of councillors should consider the remaining two tenders for constructing the play area fence. This was agreed. The council directed the clerk to get on with the "entrance to/ from Lynn Road as soon as possible.

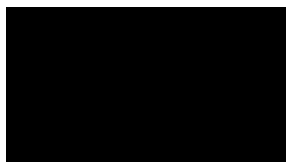
2. CITB Meeting-feedback -essentially a "meet n greet" session. They are open to suggestions as to what they could do to help the community. Will try out any large scale plans with Kings Lynn Council informally before going public. Regarded by those that attended as a useful meeting.

18.Member question time (SO1.9)

Mr Foster proposed that all councillors with computers should receive copies of all emails, with those with computers providing copies to those without. This was agreed. Mrs Daniels raised the problem of potholes in Crow Lane and Mrs Greeves a similar problem in Queens Crescent near no 9.

Clerk received approval to buy Bird spikes for the Swing at an estimated cost of £33

19.Date of next meeting –Wednesday 4th July 2012 at 7.30pm



Bircham Parish Council

NOT APPROVED

Minutes of the meeting of the Parish Council held on July 4th 2012 at the Great Bircham Social Club.

1.Present:, Mr C Coe Chair Mrs G A Daniels, Mrs K Greeves, Mrs D Bird, Mr M Sargent Mr M Carter, Mr B Mele, Mr B Hutchinson, Mrs B French

In Attendance: Barry Grindrod, Clerk. Electors - 3

Absent Apologies were received and accepted from; Mr R J Foster (working away) and Mr S Eyre (other commitment)

2.Disclosures of interest by members (and employees) in items on the agenda
None made

3..Announcements from the Chair-

4.Receiving petitions (SO 1.7 given to the clerk three working days prior to meeting and signed by ten electors). None received

5.Public question time (SO 1.8 five working days notice to clerk;2min speaking time- no requests received

6.Agreeing the minutes of the last meeting held on May 9th 2012 and signing them as a true record. Mr Hutchinson thought that some observers present at the last meeting had not had the opportunity to speak at the end of the meeting as they were unsure of procedures for doing so and the meeting had ended somewhat abruptly. The Council recognised that there was a need to assist individuals in speaking publicly at council meetings. The minutes were then approved with this amendment.

7.Matters arising

Playing Field- A number of points were discussed:-

1. Fencing Play Area- thought better to wait before progressing any further until the Safety Inspection had taken place
2. Progress on signs- three large signs had been ordered stating that "dogs to be kept on a lead" and "clear up after your dog" plus a reminder that penalties may apply.
3. Some reports that the footpath entrance to the field from Lynn Road was not easily accessible for buggies. Clerk to investigate
4. Only outstanding matter is blocked gate to no 5 Church Farm Barns. Council waiting for clarification on whether the easement to the field should be reinstated.

8.Correspondence received

8.1 Cricket Club. Letters from Ben Howell (already circulated).

The Chairman fully acknowledged that the Cricket Club did a very good job in maintaining the field, but it was now time to move on and recognise that we all needed to work together for the good of the parish.

Also letter from Mrs Howell (Club Welfare officer) on dog fouling and Kieran Tuck (Norfolk Cricket Board)on same topic. The recommendations proposed by both parties -signage, dogs on leads and possible penalties had already been acted upon. The new signs would be put up as soon as they were received from the manufacturers

BPC minutes 08/2012

Signed Mrs Howell
Amendments

5/9/12.

8.2 Considering applications (Keith Ives)

8.3 Major planning applications (Keith Ives)

The two papers from Mr Ives overlapped in their subject matter. While Mr Ives preferred to see each planning application being dealt with through a meeting of the parish council, the feeling of the meeting was that there may be occasions when a single application merited a meeting being called but for the majority of applications the present system was adequate.

With regard to major planning applications Mr Ives complimented the parish council on the exemplary way that it had handled the Local Development Plan last year and trusted that such good practice would form the pattern for future major applications.

9 Financial Matters

As at June 30th 2012:-

Current Account- 917.50

Reserve Account- 10,944.99

Bills to Pay: The following payments were noted and approved
to note the monthly DD payment to E-on for 30.41

to note payment to clerk and HMRC of 355.26 and 88.82 respectively

10. Planning Matters

1. Wind farms at Jacks Lane and Chiplow have been approved. CAPE protest group are launching an appeal against the Jacks Lane decision.
2. Church Lane Great Bircham- application to amend the planning approval for the building plot so as not to widen the Lane has been successful. noted that the District Councillor- Andrew Morrison- had been extremely helpful in securing this change to the original plan.

11. Other business placed on the agenda-

1. General Power of Competence -this is a new power for the council which would allow the council to undertake any action that an individual might do- e.g. fund community projects. To gain this power the clerk has to be trained and complete an assignment. The cost of this is £40. Council agreed to pay for this

2. Parish Boundary changes – did the parish council wish to “tidy up” the boundaries with Docking, Syderstone ? After some discussion it was decided to leave things as they are

3. Code of Conduct- which version NALC or LGA? The council decided to opt for the “plain language” version that NALC had produced. All councillors will have to complete a new form in the next 28 days. The clerk will circulate them.

12. Member question time

1 Overgrown hedge on the Old Rectory bend- needs trimming back

2. Martlett House Fring Road-similar problem. Needs cutting back to the wall line

3. Back Lane- potholes

4. Website for the parish council- County Council will host and maintain the site. There is an initial charge of £50. council agreed to pay this

5. Geese on the Pond- or rather the fouling of the surrounding grass verges and picnic table. A solution is needed to this problem

6. Notice Board for Bircham Newton -a replacement board has been made. Chairman thanked Mr Mele for arranging it.

13. Date of next meeting: September 5th 2012

NB All counsellors to complete Declarations and return to clerk asap

BPC Minutes 09/2012

Signed with agreement
Amended
 5/9/12

Bircham Parish Council

NOT APPROVED

Minutes of the meeting of the Parish Council held on September 5th 2012 at the Great Bircham Social Club.

1.Present:, Mrs G A Daniels Chair , Mr R J Foster, Mrs K Greeves, Mrs D Bird, Mr M Carter, Mr B Mele, Mr B Hutchinson, Mrs B French, Mr S Eyre

In Attendance: Barry Grindrod, Clerk. Electors-4

Absent Apologies were received and accepted from; Mr Coe (illness) Mr Sargent (funeral)

2.Disclosures of interest by members (and employee) in items on the agenda – none made

3..Announcements from the Chair; Mrs Daniels explained that the Chairman was unwell but would welcome visitors or a phone call.

4.Receiving petitions (SO 1.7 given to the clerk three working days prior to meeting and signed by ten electors). None received

5.Public question time (SO 1.8 five working days notice to clerk;2min speaking time. No requests to speak received

6.Agreeing the minutes of the last meeting held on July 4th 2012 and signing them as a true record. Mr Ives raised a question regarding the draft minutes and sought an amendment. (See paper previously circulated).

The minutes were agreed as a true record- subject to an amendment to item 8.3.... The first paragraph of 8.3 to be deleted and replaced with....The parish council will continue to inspect all planning matters and where there is anything that requires either a full council meeting and/or a parish meeting the clerk will make the appropriate arrangements to do so. Triggers for such meetings would be any application or policy document that would have a significant effect on the parish.

7.Matters arising

7.1 **7.1Fencing play area-** Inspector says not necessary

7.2 **7.2Footpath entrance to field-** no clear view as to whether the “chicane” is accessible for everyone. Some users say it is ok others not happy with it. Also angle of slope a concern. Councillors will review the tender requirements and consider the matter again at the next meeting.

7.3 Church Farm Barns no 5-Church Farm Barns no 5- blocked gate. An update email from Ben Howell indicates progress. He is seeking agreement from the owner to put a plank of wood under the gate to stop rabbits burrowing under.

7.4 Overgrown hedge on Lynn Road/Stanhoe Road bend- as the trees are listed planning permission is required before they can be trimmed. This has been applied for. Clerk instructed to contact Planners and stress both the urgency of the matter and the risk of injury

7.5 **Notice board for Bircham Newton-** Clerk to contact Highways to confirm that the old one can be replaced without applying for fresh permission

8.Correspondence received

8.1Rospa regarding complaint over Playing Field inspection. Playsafety have acknowledged their failure to carry out a proper inspection. A different contractor is now being used

8.1 Verbal feedback from Playing Field Inspection- no issues raised. Swing has about five years more use in it.

8.2 Community Car scheme- this parish is the second largest user. Agreed to donate £100

8.3 Audit- -the Audit Commission have appointed Mazars to carry out the audit for the next three years

BPC Minutes 09/2012

9 Financial Matters

As at August 31st 2012:-

Current Account-	1305.79
Reserve Account-	9944.99

Bills to Pay:

The following invoices were approved for payment:-

Mazars (Audit)	144.00	100619
to note the monthly DD payment to E-on for	31.63	
to note payment to clerk of	355.26	100623
and to HMRC of	88.82	100622

A petty cash payment to the clerk for the purchase of staples for the swing was also approved

11.36	100624
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10.Planning Matters

Revised Plans for building plot at Micklebring Gt Bircham- noted

11.Other business placed on the agenda-

None

12.Member question time/AOB (SO1.9)

Fring Road -footpath getting very narrow due to grass encroachment. Buggy tipped over recently due to the uneven surface

Hedges- put a reminder in newsletter for householders to trim back growth in order to keep footpath clear. Clerk to write to householders where necessary to remind them of their obligation to keep the footpath clear

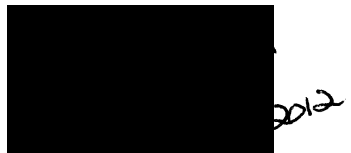
Hedge along footpath Stocks Close to Church needs cutting back

Refuse collection- an officer of the council will attend the next meeting to explain the new arrangements that are being introduced from next April

Entrance to playing field from Church Lane- as the hedges on the west side of the field have been cut by their owners could the Cricket Club trim the entrance lane as a quid pro quo. Clerk to enquire

Pigs- question raised as to how long pigs maybe kept on a piece of land? Clerk to ask Defra whether there are any regulations for this.

13.Date of next meeting – October 31st 2012



Bircham Parish Council

NOT APPROVED

Minutes of the meeting of the Parish Council held on October 31st 2012 and continued on November 7th 2012 at the Great Bircham Social Club.

1.Present: Mrs G A Daniels Chair, Mr R J Foster, Mrs K Greeves, Mrs D Bird, Mr B Hutchinson, Mrs B French, Mr S Eyre, Mr M Sargent

In Attendance: Barry Grindrod, Clerk. Electors-4

Absent Apologies were received and accepted from; Mr B Mele (working), Mr M Carter family illness.

2.Disclosures of interest by members (and employee) in items on the agenda – none made

3.Announcements from the Chair; Mrs Daniels informed the meeting that the Chairman had died the previous day. In view of this sad news and as a gesture of respect it was decided to close the meeting and meet again a week hence on the 7th November. Before closing the meeting it was agreed that outstanding bills/invoices as listed at 9.0 were approved for payment.

November 7th

2.Disclosures of interest by members (and employees) in items on the agenda- none made

3.Announcements from the Chair- the Chair informed the meeting that the funeral for Colin Coe would be held on Monday 12th November at 2.30pm at Mintlyn Crematorium

4.Receiving petitions (SO 1.7 given to the clerk three working days prior to meeting and signed by ten electors). None received

5.Public question time (SO 1.8 five working days notice to clerk; 2min speaking time. No requests to speak received

6.The minutes of the last meeting held on September 5th 2012 were agreed and signed as a true record

7.Matters arising

7.1 Footpath entrance to the Field – is the chicane appropriate? It was agreed to amend the chicane and extend the slope. Councillors Bird and Foster would oversee the changes. Lessons learnt – a nominated councillor should lead any future projects to ensure one single point of contact for any work required. Thought that the work would best be carried out in early Spring.

7.2 Fring Road- overhanging hedge. This has now been cut back. Mr Shore attended the meeting and apologised for any inconvenience caused. The council thanked him for his assistance.

7.3 Notice board for Bircham Newton- a Street Furniture licence has now been obtained. Agreed that cork tiles would be purchased to surface the notice board and a "Bircham Parish Council" sign as a header.

Also Mr Mele to enquire as to the cost of producing a replacement sign for the present "Bus Stop" notice board which is rotting away

7.4 Changes to Refuse Collection arrangements April 2013 - Borough cancelled arrangement to send an officer to speak at this meeting. The parish council will issue more information in the December Newsletter

8.Correspondence received

8.1 Syderstone PC re Longwater Gravel and public access.- agreed that a letter of support should be sent to Longwater Gravel to support Syderstone PC in their proposals for footpaths.

8.2 Waste Incinerator-decision now to be made by Secretary of State

8.3 Cricket Club- offer to carry out improvements to vehicle access to field- £150 for materials. This was agreed

Letter from Mr Halliwell offering to trim western side plus comment that the vegetation growth in the land between rabbit fence and field boundary looks very untidy. The parish council appreciated the offer and the clerk is to write and thank him.

Cricket Club appreciate the point being made and will trim the space between the rabbit fence and the boundary over the winter. Associated matters - Church Farm Barns no 5 and blocked gate; - in hand.

9 Financial Matters

As at 20th October 2012:-

Current Account-	604.11
Reserve Account-	9946.3

Bills to Pay.: It was agreed that the following bills should be payed

Sandringham Estate- rent	600	100625
Playing Field Inspection	54.00	100626

To note the monthly DD payment to E-on for

	31.63
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10.Planning Matters

1. Revised Plans for building plot at Micklebring Gt Bircham-now approved
2. Shift of driveway for Cherry Lodge Docking Road Gt Bircham.The council does not support this application as it considers that it would do little or nothing to improve the existing sightlines for vehicles entering/exiting the property.

11.Other business placed on the agenda-

- 1.Fly tipping at the spinney- repeat the concern of the council in the newsletter
2. Grit Bin replacement- approved but get a larger one- in yellow
- 3.Playing Field Inspection Report- already circulated. Main actions are to paint over exposed metal. Noted that the slide has about 4-5years of use left. Clerk to get prices for a replacement so that council knows what to expect and can prepare accordingly.
4. Election of Chair -after some discussion Council voted for Mrs Daniels as Chair and Mr B Hutchinson as Vice Chair.
- 5 Arrangements to fill vacant councillor post- it was agreed to put a notice of the vacancy in the newsletter to link to posting the official notice on the notice boards.

12.Member question time/AOB (SO1.9)

- 12.1 Highways – pathway in Fring Road outside no 9 very overgrown
- 12.2 Potholes outside the Post Office
- 12.3 Hedge needs trimming between Trimmingham House and Stocks Close
- 12.4 Corner house Fring Road -clerk to check for overgrown hedge; also same at Lynn Road at southern exit to the village
- 12.5 Mr Shore asked if anything could be done about vehicles going round “wrong” side of the War Memorial? A known problem but clerk would raise the matter again with Highways

13.Date of next meeting – December 5th 2012

Bircham Parish Council

Minutes of the meeting of the Parish Council held on Wednesday December 5th 2012
at the Great Bircham Social Club.

Not Approved

1.Present:, Mr B Hutchinson Chair, Mr R J Foster, Mrs K Greeves, Mrs D Bird, Mr M Carter, Mr B Mele., Mr M Sargent, Mr S Eyres

In Attendance: Barry Grindrod, Clerk. Electors- 4

Absent Apologies were received and accepted from; Mrs G A Daniels,(other commitments), Mrs B French (holiday)

2.Disclosures of interest by members (and employees in items on the agenda- none made

3.Announcements from the Chair- none

4.Receiving petitions (SO 1.7 given to the clerk three working days prior to meeting and signed by ten electors).- none received

5.Public question time (SO 1.8 five working days notice to clerk;2min speaking time.

Mr Courtney (Cherry Ridge (Docking Road) had requested time to speak to the parish council to explain the background to a recent planning application to alter the driveway to the property. He explained that a third party unknown to him or his wife had made enquiries regarding the development potential of the site. They wished to clarify to the council that they had no ulterior motives in seeking permission to alter the entrance. The Chairman thanked them for their courtesy in taking the trouble to attend to explain the situation. After they had left the meeting the council briefly considered whether there was any need to review the submission already made to the Borough Council and decided that there was not. Clerk to write and thank them for the courtesy of informing the parish council.

6.The minutes of the last meeting held on October 31st and continued on November 7th 2012 were agreed and signed as a true record

7.Matters arising

1. Arrangements to fill the councillor vacancy- the period of public notice ends on December 7th. The borough will inform us as to the outcome and whether or not the council can proceed to seek a co-option. Clerk authorised to initiate the procedure for a co-option if no requests for an election were received. (NB Clerk subsequently informed by Borough Council that there had been no requests for an election)

8.Correspondence received

1.CAB North Norfolk - request for financial support (17 enquiries in 2011-12)
Agreed to donate £25

2. Homestart-request for a grant - refused

3. Norfolk Age UK- request for financial support. Agreed to donate £25

9 Financial Matters

As at November 27 th 2012:-	Current Account-	918,48
	Reserve Account-	8946.30

Bills to Pay: The following Bills were approved for payment

Glasdons- Grit bin-	214.93
M Page Gardening work	320
R Foster/P Hambly- "Pond Petrol"	85

Clerk to write and thank Ron Foster and Peter Hambly for the considerable amount of time they spend maintaining the Pond

To note:the monthly DD payment to E-on for	31.63
Payments to HMRC (by Jan5 th 2013)	88.82
Payment to Clerk (3 rd Quarter)	355.26

10.Planning Matters-

Cherry Ridge Docking Road- change of entrance. Owner (Mr Courtney) wishes to speak to the Council regarding the application.Dealt with under item 5.0

11.Other business placed on the agenda-

1. M Page -quote for 2013 - 340

Clerk to ask for an itemised quote

2. Council to consider approving a resolution to grant a dispensation to all councillors who reside in the parish and who have made a disclosure of a personal interest in the process of budget review for 2012-13 and precept setting for 2013-14 . On the advice of NALC the council resolved to grant such a dispensation

3. Review of Expenditure 2012-13 and assessment of risks in setting the Budget for 2013-14. Current expenditure for 2012-13 is on track. In considering the risks and possible additional demands for cash in 2013-14 the council noted:-

Uncertainty as to the demand made by the Borough as a consequence of the Local Government Finance Bill

Cost of replacing the slide on Health and Safety grounds could be anything between 2000-5000.

Mr Sargent raised the issue of the Church repairs. Now estimated to be a £216 000 shortfall. Should the parish council consider a donation?

The clerk will know more about the borough requirements in the next two weeks. He will prepare a budget for 2013-14 for the January meeting.

12.Member question time/AOB (SO1.9)

- 1.Mr Foster raised the problem of Church Lane Bircham Tofts and Cuckoo Hill Road Gt Bircham which need sweeping as a matter of urgency. Back Lane, and Green Hill Lane had been heavily rutted following the harvest workk and needed repairing. Clerk to write to Mr Roger Coe and ask for the work to be put in hand.

- 2.Barry Mele- the last section of bird spikes for the swing top rail had now been put in place.

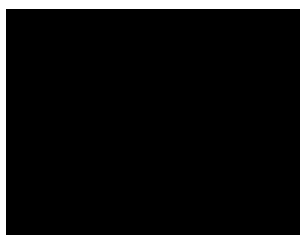
- 3.Notice Board- Barry Mele is getting a quote

- 4.Grit Bin -Richard Foster and Malcolm Sargent will put it in place on Saturday

5. Mr Sargent questioned whether the parish council should make a donation towards the Church Restoration Fund for the two parish churches?

13.Date of next meeting – January 30th 2013

and a Merry Christmas to you all



Bircham Parish Council

Minutes of the meeting of the Parish Council held on Wednesday 30th January 2013 at the Great Bircham Social Club.

Not Approved

1.Present: Mrs G A Daniels Chair, Mr B Hutchinson Mr R J Foster, Mrs K Greeves, Mrs D Bird, Mr S Eyres

In Attendance: Barry Grindrod, Clerk. Electors- 4

Absent Apologies were received and accepted from; Mrs B French (holiday), Mr M Sargent (Hospital), Mr B Mele (sickness) and Mr M Carter (family bereavement)

2.Disclosures of interest by members (and employees in items on the agenda- none made

3.Announcements from the Chair- none

4.Receiving petitions (SO 1.7 given to the clerk three working days prior to meeting and signed by ten electors).- none received

5.Public question time (SO 1.8 five working days notice to clerk;2min speaking time.

6.The minutes of the last meeting held on December 5th 2012 were agreed and signed as a true record

7.Matters arising

1.Consideration of applications for co-option- both applicants (Mr Ives and Mr Thompson) were invited to speak briefly to the parish council on what they felt they could contribute to the council. Having done so councillors were invited to ask any questions that they might have. A secret vote produced a majority vote for Mr Ives. Mr Ives was therefore duly co-opted to the vacancy.

2.Cherry Ridge Planning application.- at the time of the meeting this application was still pending a decision

3. Advice on giving to Church Appeal- the clerk had circulated a note on this subject to councillors explaining that the parish council had no powers to make a donation to an appeal. The power of the local council to act by making a donation comes from Section 137 of the Local Government Act 1972. However a parish council may only contribute to an appeal in certain circumstances

Section 137 para 3C... authorises a parish council to make a donation to any fund where a public appeal has been made by the Lord Mayor of London or the Chairman of a principal council. (ie a County Council).

The parish council therefore has no power to make a donation to the local appeal to restore the two churches

4. Question asked as to whether Mr Page had yet responded to the request to break down his charges for various jobs so that the expenditure could be appropriately distributed between heads of expenditure? No reply received as yet.

8.Correspondence received

1.Community Car Scheme- request for a donation. Agreed to donate £150 in view of the significant increase in usage by parish residents

2 Letter from Mr Ives on Neighbourhood Planning.- deferred to item 10.2

3.Norfolk Accident and Rescue- request for a donation. Refused

9 Financial Matters

As at January 20th 2013 :-

Current Account- 986.67
Reserve Account- 7947.48

Bills to Pay:

Community Car Scheme	150.00	100634
To note:the monthly DD payment to E-on for street lighting	31.63	

BPC Minutes 01/2013



6/3/2013

10.Planning Matters-

1. Update on the Local Development Framework- the clerk briefly outlined the background- date for responding to the site specific allocations had been put back to Spring 2013. The key decision for the parish council is to consider whether it should seek Neighbourhood Area Status as that would increase the "bargaining" power" of the parish council in determining the nature of possible future developments.
2. Neighbourhood Plans (see letter Mr K Ives) Mr Ives argued that there was a real advantage in seeking this status. Some discussion then took place as to possible costs, what was actually involved in a neighbourhood plan and could we get professional support/grants to assist us?

In view to the Borough Planning Briefing on 7th February it was agreed to defer any further discussion until we had heard the Borough views and then reconsider the matter on March 6th.

(PREVIOUSLY MTG PLANNED FOR 13 FEB. CANCEL DUE TO ILLNESS. AGREED BY ALL)

11.Other business placed on the agenda-

1. To confirm the appointment of Mrs Y Howard as the local auditor for 2012-13 Accounts- this was agreed
2. Setting the Budget for 2013-14. Council considered the options and agreed to opt for a budget of 6576 for the coming year. This equated to a very small increase of 1.6% over 2012-13 figures
3. NRCC Heating Oil Consortium- this scheme to reduce fuel oil costs through bulk purchasing power to be put in the newsletter to gauge level of interest.
4. Highways improvement- shared costs; ideas needed. The County Council is offering to support minor works on a 75/25 basis. Ask via the newsletter for possible ideas/wish lists

12.Member question time/AOB (SO1.9)

- 1.National Cycle Ride- June 29th. A "way station" will be in the lay by just north of the Kings Head
- 2.Colin Coe Memorial - several suggestions had been received proposing a tree be planted in his memory. Clerk to seek more detail from those interested.

13.Date of next meeting – March 6th 2013

6/3/2013

Bircham Parish Council

Minutes of the meeting of the Parish Council held on Wednesday 6th March 2013 at the Great Bircham Social Club.

Not Approved

1.Present:, Mrs G A Daniels Chair, Mr B Hutchinson Mr R J Foster, Mrs K Greeves, Mrs D Bird, Mr S Eyres, Mr B Mele, Mr M Sargent, Mrs B French , Mr K Ives

In Attendance: Barry Grindrod, Clerk. Electors- 4

Absent Apologies were received and accepted from; Mr R Foster (work commitments) Mr M Carter (work commitments)

2.Disclosures of interest by members (and employees in items on the agenda- none made

3.Announcements from the Chair- none

4.Receiving petitions (SO 1.7 given to the clerk three working days prior to meeting and signed by ten electors).- none received

5.Public question time (SO 1.8 five working days notice to clerk;2min speaking time. No requests made

6.The minutes of the last meeting held on January 30th 2013 were agreed and signed as a true record, with the amendment that owing to the clerk's illness the meeting planned for 13th February was cancelled.

7.Matters arising

1. Mr Page- have now received the information requested. This will be circulated with the minutes
2. Colin Coe Memorial Tree- update. Ian Sutherland has written to the Estate Office regarding tree type and is waiting for a response. Mr Foster has pointed out that should a tree be planted at the pond it would need to be on the perimeter to avoid overhead cables and to assist the volunteer mowers.

8.Correspondence received

1. Highways improvements- increase in funds available. Now one million available and parish contribution is reduced to 25%. Some ideas have been received already- see 11.2 for the list.
2. Samaritans have written asking for a donation. Clerk to contact them and ask for an indication of the level of use by residents

9 Financial Matters

As at February 28th 2013 :- Current Account- 1305.04

Reserve Account- 7447.48

Bills to Pay:

The following Bills were approved for payment:

To note:the monthly DD payment to E-on for 31.63
street lighting and

Payment due for fourth quarter to HMRC	88.82	100635
and to Clerk (due at end of March}	355.26	100636
Bircham Cricket Club	700	100637

The Cricket Club have asked for early payment of the 2013-14 ground maintenance fee in order to allow them to buy some new equipment. This was agreed.

The Cricket Club have started work on the access Lane.This will be completed by the end of April. The outstanding work required to restore access to the field for no 5 will also be done by the end of April.

10.Planning Matters-

- 1.Cherry Ridge driveway- to note that the parish council had withdrawn its objection given the agreement between the owner and the LPA to maintain the verges at a low level.
2. To consider whether to establish a Neighbourhood Development Plan. After some discussion the parish council resolved to :-

1.Apply now for the parish to be designated a Neighbourhood Area for Planning purposes

2.To further consider whether that part of the area which has Bircham Newton addresses but which lies across the parish boundary should be included- but for this purpose only.

NB In 2001 and 2004 there were boundary review consultations both of which proposed that parish boundaries in the area of the National Construction College should be changed to produce a more logical pattern.

3.the Parish Council agrees to enquire now of the *Prince's Foundation for Building Community* and other potential sources about possible help at the stage of drawing up a Neighbourhood Plan.

4.the Parish Council appoints a Neighbourhood Planning Committee to support the application for designation, to familiarise itself with the technical details and options involved in the actual planning process and generally to advise the Parish Council on the subject.

Councillors Ives, Sargent, Greeves, Foster, Carter, French, and Daniels volunteered to serve on the committee. The first meeting to be held on March 19th.

11.Other business placed on the agenda-

- 1.NRCC Heating Oil Consortium- 7 names so far. There are similar schemes at Harpley, Brancaster, and East Rudham. Clerk will make further enquiries.
- 2.Highways improvement- shared costs; ideas needed- suggestions to date:-
 - a Docking Road and Stanhoe Road to have "trods"- this is a footpath for those stretches of road where no footpath currently exists
 - b Back Lane to be surfaced and strengthened for the stretch in front of the Barns
 - c Church Lane junction with Lynn Road to have safety improvements
 - d Cuckoo Hill Road- road surface is in poor condition
 - e Docking Road- change boundary point between the 40/30mph signs and install flashing 30mph signs

All the above will be put to Highways for consideration

3. Review of Standing Orders- a major review was carried out last year and no further changes are considered necessary this year.

12.Member question time/AOB (SO1.9)

Fring Road footpath by no 9- -needs siding out

Lynn Road (playing field area) similar problem to Fring Road .Grass needs to be cut back and pavement sided out

Entrance to Playing Field- changes to slope to be put in hand now weather has improved

Notice Board at the shop- needs some repairs. Barry Mele will have a look

Notice Board by the Bus Stop Lynn Road-someone is removing current notices

Queens Crescent /Fring Road- road signs being obscured by hedge

St Edmunds Lynn Road -dip in pavement where new water meter has been fitted

The Chair asked members of the public who were present whether they had any observations/comments?

John Layton stated that Docking Road was dangerous to walkers- boundary hedges need to be cut back.

Dave Howell raised problem of dogs running loose on the field.

Noted that if the parish council received any witness statements reporting such incidents then these could be passed to the Borough for further action.

A reminder to be put in the newsletter of the need for all dog owners to accept responsibility for their pets.

13.Date of next meeting – May 8th 2013

NB The Annual Parish Meeting is then followed by the Annual Meeting of the Parish Council



8 MAY 13

Bircham Parish Council

Minutes of the meeting of the Parish Council held on Wednesday 1st May 2013 at the Great Bircham Social Club.

Not Approved

1.Present:, Mrs G A Daniels Chair, Mr B Hutchinson Mr R J Foster, Mr S Eyres, Mr B Mele, Mr M Sargent, Mrs B French , Mr K Ives Mr M Carter

In Attendance: Barry Grindrod, Clerk. Electors- 3

Absent Apologies were received and accepted from; Mrs K Greeves, Mrs D Bird,

2.Disclosures of interest by members (and employees in items on the agenda- none made

3.Announcements from the Chair- this meeting was a single agenda item called to respond to the Planning Application o change the use of two rooms at the post office from commercial to domestic use

4.Receiving petitions (SO 1.7 given to the clerk three working days prior to meeting and signed by ten electors).- none received

5.Public question time (SO 1.8 five working days notice to clerk;2min speaking time. No requests made

The Chair proposed that as the subject matter affected all of us that a resolution be passed acknowledging that all present had an interest. This was agreed.

The postmaster spoke to inform the meeting that the Post Office would close on June 6th. Post Office Counters ere actively exploring alternatives for providing some form of provision in the parish. The Social Club were in discussions with Post Office Counters as to whether the Club could be used as a location.

It was clear from the information provided tby the postmaster that there were no alternatives to closure as the Post Office had been uneconomic for several years and that there was no interest in buying the business.

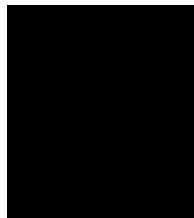
In view of this situation the parish council agreed to write to the Planning Authority to support the application for change of use.

Mr Ives proposed a vote of thanks to Eileen and Phil of our gratitude as a parish for the service they had provided over the last fourteen years. This was agreed unanimously. He also thought that we could perhaps mark their service in some way. Further discussion on this point was deferred to allow consideration of what might be done.

The meeting was then adjourned

13.Date of next meeting – May 8th 2013

NB The Annual Parish Meeting is then followed by the Annual Meeting of the Parish Council



MM 8.13