

Bramerton Parish Council held on 28th November 2016
at Bramerton Village Hall – Unadopted Minutes

Present Mr. K. Wheeldon (Chairman), Mr D. Blake, Mrs V. Knowles,,
Mr G. Shaw, Mr R. Simmonds, Mr R. Smith and Mr B Ansell (Clerk).
In attendance Mrs J. Wheeldon – Tree Warden, & Mr V. Thomson
District Councillor.

Apologies – Mrs G. McArthur.

Presentation – Broadband Norfolk.

The chairman invited Michael Davy of Broadband Norfolk to give a short presentation to Councillors on his proposals for a fibre optic service to be provided for a number of parishes around Loddon. The cable would be buried by using a “mole plough” connecting to each of the villages and the provisional costs per household were assessed at £150 connection and £30 per month. The Council would need to give permission for any cabinets to be sited on parish lands. Mr Davy was thanked for his presentation and left the meeting.

16.78 Declaration of Interests – Councillors Blake & Shaw (Bramerton PCC Members) – grant for Church Clock.

16.79 Minutes of the previous meeting held on 26th September 2016, which had been circulated, were approved.

Matters arising:

16.80 Tree survey

Ace of Spades Gardens limited had carried out a survey of all the mature trees on both the Recreation ground and other parish lands. They had made a number of recommendations concerning work on the trees including felling, and lesser remedial works where appropriate, All work would require either South Norfolk or Broads Authority approval and major funding. Councillors discussed priorities within the monies available to the Parish Council and the Tree warden was so advised and requested to commence the process of obtaining approvals and seeking tenders within the budget constraints.

16.81 Moorings – discussion with Broads Authority

A draft lease had been received from NPLAW Solicitors acting on behalf of the Broads Authority which appeared to ignore tacit agreement reached in earlier discussions. It was felt that as the Council’s solicitors Mills & Reeve were already familiar with these matter, they should be asked for a fee proposal to review and give advice on this document. Mr Shaw would discuss the document with Mills & Reeve.

16.82 External Auditors’ Report

Mazars had drawn attention to changes to the valuation of the assets – previously costed on the basis of original acquisition – now at valuation or replacement. As the majority of assets which included playground

equipment, benches and noticeboards were historical, Councillors were unsure how to proceed and requested Councillor Roger Smith to seek appropriate advice.

16.83 Internal Auditors Report.

The report of Chris Jay had been circulated and was further discussed.

A number of issues had been raised by Mr Jay including:-

Clerk – Contracted to Bramerton Parish Council,

Invoices tabled for inspection prior to cheques signed.

Fixed assets register – relied on Insurance schedule.

Values of assets – to be reviewed.

Out turn reports comparing budget against actual tabled at November meetings annually in order to assess precept for following year.

At the November meeting, rents are reviewed and adjusted for the following year.

Three quotes are normally requested depending on the provisional costs of any work or equipment to be purchased.

Playground maintenance and repairs following the Report can be a drawn out affair and whilst items can be repaired it is sometimes missed in the recording of the Minutes.

Vat is only claimed if the Invoice is made payable by Bramerton Parish Council.

A copy of the Councils' Standing Financial Instructions was appended to an earlier Minute Book but not in the current one.

16.83 Playground Inspection Report

The Council had previously reviewed the schedule of works compiled by Roger Smith noting what had been completed and what remained. The provision of rubber matting or safety bark would be purchased by the Chairman . A Working Party was arranged for 21st January. It was previously suggested that the Aviva Insurance Company was offering grants for play schemes and Councillors Knowles & McArthur would compile a submission.

A “play ground” sign on the highway would be raised with Highways by the Clerk

16.84-Community Orchard,. The Clerk had drafted and circulated a simple lease, based on the Allotment Tenancy agreement, with the Bramerton Society. It was propose by Mrs Veronica Knowles, seconded by Richard Simmonds, that the Clerk would sign on behalf of the Council.

16.85 Anglian Bus Timetable – now available.

16.86 Flooding

Flooding at Hall Corner, both on The Street and Surlingham Road – Highways aware.

16.87 District Councillors report

Vic Thomson's– Report covering local issues including the search for new sites for houses up to 2025, and improved Broadband, was received.

16.88 County Councillors report

Roger Smith's report had also been circulated noting devolution was currently "off the table"; a new car park was being constructed at Norfolk County Council; an update given on the NDR and changes to Library services at Poringland..

16.89 Parishioners Questions

The highway Rangers were coming in December and would be asked to look at clearing the litter around the drains..

16.90 Correspondence

Clerk & Councils direct

SNDC – Electoral Review of South Norfolk –changes recommended to Rockland Ward but still includes Bramerton.

Greater Norwich Local Plan – Sustainability Appraisal – noted.

16.90 Planning,

SNDC – 2014/1462 resubmission - Mr Tavernini - Darenth House Bullockshed Lane – approved.

16.91 Finance

Balance @ 15/11/2016 - £11,765-69

Receipts –Mooring fee -£95, Lloyds div £0-37p.

Grants –Maintenance of Church Clock - £184-00 Proposed by Mrs v. Knowles, seconded by Mr K. Wheeldon, and approved.

Payments

101033 B. Ansell –Clerks Sal/expenses Oct / Nov £367-08

101034 HMRC PAYE £74-60

101035 Ace of Spades £ tree survey £732-00

101036 Community Action Norfolk (Subs) £20-00

101037Mazars Audit £120-00

101038 Bramerton PCC – Grant - £184-00

The payment schedule was proposed by Richard Simmonds, seconded by Roger Smith, and passed for payment.

16.92 Parish Land & property-

Footpath Report – A report from Richard Simmonds on the paths in Bramerton was noted..

Tree Warden – A further update and report from Jane Wheeldon was received.

Street Pond –

Gillian McArthur had drawn up the work schedule, advised immediate neighbours and had discussed options for the disposal of the reeds. Only 40% of the reeds had been removed and it now appeared to be an annual

task if the Pond was not to be covered in Reeds. Kevin Gotts would be contacted to remove the reeds from the roadside.

Common - A number of issues were emerging on The Common - a hedge from Holly Cottage was encroaching onto the Common – agreed Clerk to write to suggest it should be cut back..

. The Chairman had tabled proposals for new plates and lockable sockets for the stanchions together with costs at a previous meeting .Three replies had been received from suppliers and it had been agreed to purchase 2 of the most robust from Versa Street Furniture for £105 plus Vat & delivery following a proposal from Geoff Shaw, seconded by David Blake, now postponed.

Moorings – Parish – 2 new tenants had been contacted.

Allotments – some allotments had fallen into disuse – It was agreed not to renew their tenancy – Veronica Knowles to advise the Clerk.

16.93 Next Meeting

Date of Next Meeting – Monday 23rd January 2017 – 7-30pm

Precept Discussion –Tuesday 13th December at 7pm.

Meeting closed at 22-47 hrs.

Chairman