

**Minutes of the Buxton with Lamas Full Parish Council Meeting
held in Buxton Village Hall on Monday 12th February 2018 at 7.30pm**

PRESENT

Councillors:

Mr Shaw	Mrs Dimsey	Mrs Rix	Mrs Kammoun	
Mrs Nichols	Mr Battle	Mrs Charmley	Rev Goodman	Mrs Powell

Also in attendance:

6 members of the public

Clerk to the Council: Laura Apps-Green

17/108 WELCOME & APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from: Mr Riley.

17/109 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION - Mrs Powell ref 8.3 Jubilee application. Mrs Rix ref 7 planning.

17/110 MINUTES

The minutes of the Parish Council meeting held on 8th January were previously circulated. All agreed to sign them as a true and correct record.

17/111 MATTERS ARISING – None

17/112 ADJOURNMENT

Mrs Roth - Reported a large pothole on The Street in Lamas near to her house and requested that the PC chase Highways for this to be fixed. She also reported a large pothole further up the road outside the Lamas Hall entrance.

Mr Graver – Old Cottage the Street Lamas

Addressed full council on his concerns with the planning application for a garden plot at Bure House in Lamas. Papers from Mr Graver on this matter had previously been given to each council member. Mr Graver gave his concerns on the height of the proposed house for the garden plot and made the case that the house will block the view to the church and therefore also the flood lighting of the church, done in memory of loved ones. This planning application is outside of the settlement boundary. This proposed development would make permanent changes to and from the church. Mr Graver asked Cllr Rix why she had called this application in to planning committee. Mrs Rix declined to comment in line with her declaration of interest being declared previously.

Mr Tinsley – Lamas

Addressed full council and informed them that he has first refusal on the garden plot at Bure House if planning permission were to be granted. Mr Tinsley stated that the planned house would not obstruct the view to the church and that the footprint of the house is in line with the size of many of the houses in the area. The house would provide increased security to the church and the self-build would be in keeping with other properties in the village.

Mr Graver raised the question of if the plot does go to auction and to another developer. They could alter the plans for any house put on the site.

Mrs Dimsey – reported that two families have approached her to express their concerns with these plans for the Bure House garden plot application and asked her to express their objection towards it. They feel that the plans are not in keeping with the area.

17/113 REPORTS

Cllr Rix had previously circulated a SNAP report giving an update on matters.

24th Jan was the Town and Parish Councils AGM where many different topics and subjects were discussed. Cllr Rix focused on information on Standards and procedures of meetings.

Cllr Rix attended a GNLP meeting at Aylsham Town Hall, where attendees were informed that the area needs 22,000 more homes to be developed and asked where people feel these should be developed. There was talk of developing a new community on the west side of Norfolk.

29th Jan Cllr Rix attended a joint meeting between Broadland District Council and South Norfolk regarding their joint approach to working and saving money. Phil Courtier will be head of planning for both Councils. There will also be a joint head of finance.

31st Jan - A planning application for Postwick was refused due to many complications including gas pipes and fuel tank obstructions.

Regarding Balay vandalism, Cllr Rix gave the Clerk the contact details of Teri Munrow the community safety officer in order to get some advice from her on how to make the site more vandal proof. Clerk to make contact with her.

1st Feb – Cllr Rix attended training at Thorpe Lodge on a public health workshop. It is hoped that the Neighbourhood plan will help to address some of these issues.

17/114 PLANNING

Description: Erection of house and garage with associated access

Location: Bure House, The Street, Lamas, NR10 5AF

Applicant: Major John Perkins

Application number: 20180022

Rev Goodman informed council that under planning law there is no right to a view therefore the council cannot take this argument into account. She reiterated that having a Neighbourhood plan will give the council much more sway on planning applications. The only objection that the PC can have is that it is outside of the settlement boundary. Cllr Kammoun explained that Bure House is not listed and therefore anything could happen to the house and land.

After some discussion, the Cllr took a vote on this planning application. 5 were in support, 1 was against and 3 abstained. This meant that the PC were overall in **SUPPORT** of this planning application. Clerk was asked to stipulate to planning at Broadland District Council that this application is only supported as a self-build owner/occupier house.

Description: Two story extension to the front & Single-story extension to the rear

Location: Meadow House, Skeyton Road, Buxton, Lamas, NR10 5DQ

Applicant: Mr & Mrs Summers

Application number: 20180145

All were in **SUPPORT** of this planning application.

A retrospective application for replacement windows at Bircham & Woodcox, The Heath, Buxton, NR10 5JA was acknowledged by full council.

Greater Norwich Local Plan (Standing Item) –

Mr Shaw issued all Cllrs with statistics he had taken from Norfolk County Council on how many houses could be accommodated in the parish to meet the requirements of the GNLP, based on the hypothesis that the quota needed across the county were to be divided fairly among all parishes of a similar size. Mr Shaw's approach was to anticipate that 2 or 3 infill developments with a total of 70 houses across the parish could be a fair quota for the area to take. It was impressed that keeping the integrity of the different areas of the parish is very important. The parish needs to be careful on where any new homes may go, and the types of houses developed needs to be varied and meet the needs of the village. The Parish has a Neighbourhood plan underway and this should be done by the time the 2020 GNLP will be approved. The Lion Road planned development will accommodate 21 houses. It is felt that no large estates are needed. Any developments should be spread out across the parish.

Land off Lion Road Development (Standing Item) – Nothing to report

Neighbourhood Plan - The group have developed two working groups, a Communication group and a Research group. The group next meets on 19th February.

17/115 FINANCE

Bank reconciliation – for December and January are still be checked by the Scrutineer.

Receipts and payments as per schedule – See below

Cheque	Name	Description	Amount
22758	CPRE	Membership	36
22759	British Gas	Final payment	24.19
22760	Anglia Water	Bill	23.7
22761	Auditing Solutions	Audit	300.00
22762	Barnwells	Round	252.00
22763	Cooks Electrical	Light replacement	296.40
22764	Viking	Stationery	184.32
22765	Norfolk County Council	SAFE Membership	30.00
22766	Norfolk Cleaning Company	Balay cleaning	48.00
22767 /	Norfolk Pension Fund	Feb pay, Pension,	1,371.41
22768 /	Laura Apps-Green / HMRC	HMRC, Phone, Office rent	
22769 /			
22770			
		Total for Feb 2018	2,566.02

Grant Application – Jubilee Group

[Mrs Powell left the meeting]

A grant application for £400 was received from the Jubilee club to help towards the rising costs of running the club. Mr Shaw proposed awarding the full grant, which was seconded by Rev Goodman. All agreed.

Internal Auditors Report – Clerk circulated the report from the Internal Auditor. There were three points that were raised.

- The recording of a bounced cheque on the Scribe system needs clarification as it currently looks like the PC has made a payment of £850 when in actual fact this is money the PC never actually received. Clerk to get advice from Scribe on the best way to record this.
- The PC was questioned about if it should be collecting VAT from the Round advertisers. Clerk has sought advice on this matter and had it confirmed from the VAT advisor that the amount is too low to the PC to become VAT registered. When the publication was started the PC became VAT registered in order to prove that the amount was small. After 2 years they unregistered for VAT as advised. Clerk has written confirmation of this advice from the VAT advisor.
- Clerks pay levels needed revising in accordance with the Nation Pay Scale

Financial Risk Assessment – Clerk presented an updated risk assessment. See copy. All agreed to the updates.

Standing Orders – The Standing Orders were looked at by full council and no changes were made. All agreed.

Financial Regulations – The Financial Regulations were looked at by full council and no changes were made. All agreed.

Any Other Finance matters (for information only) – None

17/116 HIGHWAYS (and FOOTPATHS), RIVER & VILLAGE MAINTENANCE MATTERS

Parking near the school – Mrs Rix raised the issue of the damage caused to the verges on Stracey Road due to all the cars pulling up there to drop off their children at the school. Pictures of the damage were circulated. PC Shepard is supportive of placing oak posts on the verge to stop cars parking there. It was decided that:

1. Clerk could contact Highways to ask what could be done and how much oak posts may cost
2. Make links with the school through the Governors, Mrs Dimsey is a Governor and will raise this issue at the next meeting to see if anyone has any other ideas of how to deal with this situation.

Bure River Management – Clerk informed council that she has been in touch with Chris Smith of the Environment Agency about concerns with the silt in the Bure. Chris says that after a walk along the river they feel no work is necessary at the moment but he is happy to attend the next PC meeting to talk about the issues. Clerk to arrange for Mr Smith to attend on the 12th March.

The Dell – Clerk informed council that she has received an e-mail saying that Broadland District Council are happy to dedicate the path through the Dell and the paperwork for this is currently going through.

Buxton with Lamas Footpath 4 – Mr Wheeler raised the issue of the unauthorised stile on FP4. There is a notice on it saying that it needs to be removed but Mr Wheeler is concerned that the other stiles on the pathway do not have a notice on them and wants them to also be removed. Clerk was asked to write to Broadland District Council to thank them for the action on the stile but to also ask what is happening about the removal of the other stiles on the path.

There is a dangerous section on FP4 near the river (photo was circulated) where it is believed that a dog is eroding the bank by climbing out after a swim in the river. Clerk was asked to report this to Norfolk County Council.

Phone Box - Mrs Rix gave an update on progress with the phone box. Paint has been purchased, and the Community Service Group have been contacted to paint it. Mrs Rix is happy to have a portable loo on her driveway for the workers to use. Rev Goodman asked who is deciding how the phone box should be used. Mrs Rix said that people on the heath would like it to be for the history of the area.

Buxton village hall – Nothing to report

Dog bins – Clerk has put in a request to Broadland District Council asking how much it would cost to have a dog bin installed by the railway bridge at Little Hautbois. They are yet to get back to me, Clerk to chase. Mrs Charmely reiterated how much this facility is needed as the dog mess left is a health hazard.

To receive reports on highway matters – None reported

17/117 BALAY PARK –

Issues raised by football club – The e-mail complaining about seagull droppings on the pitch at Balay was discussed. Clerk informed council that she has ensured that the pavilion is well stocked with hand wash so that good hand hygiene can be followed. It was decided that nothing can be done about this natural occurrence. No further action to be taken.

Buxton Bash - Request to hold the Buxton Bash at Balay park was discussed. It was decided that as there is no infrastructure to cope with the demand this would not be possible. Clerk to contact the organiser to let her know the PC's decision.

Allotment information – Clerk has been given the contact details of 2 other parishes that have recently installed allotments. Clerk to contact them to ask to meet with them to find out what needs to be done.

[Standing Orders extended 9:30]

17/118 CORRESPONDANCE & REPORTS OF MEETINGS ATTENDED

Clerk circulated the request from Broadland District Council not to put nappies in the recycling bins.

17/119 LATE CORRESPONDENCE & AGENDA ITEMS – None

17/120 CONFIDENTIAL STAFF MATTERS

Clerk's pay level was picked up by Auditor and needs to be in line with the current rates. All agreed. Clerk's pay level was raised to a SCP level of 27.

17/121 CLOSURE OF THE MEETING – There being no further business the Chairman closed the meeting at 9:36pm.