

MEETING OF FOULDEN PARISH COUNCIL

To be held on Wednesday 25th April 2024
at The Village Hall, Foulden at 7.00pm.

Dear Councillor,

Your attendance is required at the above meeting of the Parish Council. Members of the press and public are cordially invited.

Signed:

Sarah Hunt

Sarah Hunt Parish Clerk
20th April 2024

AGENDA

1. Apologies and consideration of acceptance for absence.

2. Members' declarations of interest and requests for dispensations.

If you have a Disclosable Pecuniary Interest in a matter to be discussed and it relates to something on your Register of Interests form then you must declare an interest. You may not participate in discussion or vote on the matter.

You have a Personal Interest in a matter to be discussed if it affects: Your wellbeing or

- financial position
- That of your family or close friends
- That of a club or society in which you have a management role

In these instances, you must declare a personal interest and may speak on the matter only if members of the public are also allowed to speak at the meeting, however you may not vote in the matter.

3. Minutes.

To receive and agree minutes from Full Council Meeting held on 27th March 2024.

4. Public Forum

To receive comments from members of the public on matters on the agenda.

5. To receive any reports:

- 5.1 County Councillor Fabian Eagle.
- 5.2 District Councillor Ian Sherwood. Report Circulated.
- 5.3 Police. Next Safer Neighbourhood Action Panel to be Monday 13 May at St George's Church, Gooderstone. Also available via TEAMS.

6. Updates on matters not on the agenda.

To receive updates from previous meetings. No decisions may be taken under this item.

- 6.1 Noticeboards. Replacement. Ongoing. Funding to be sought. 3 noticeboards, glass fronted, not lockable, 8 pages.
- 6.2 Village Gate Installation. Update. Cllr S McMahon.

7. Planning.

7.1 To consider planning applications received from Breckland District Council for consultation prior to the meeting.

7.1.1.

- 7.2 To receive notification of any decisions by Breckland District Council.
7.2.1. None

8. Administrative Matters

- 8.1 To receive notification of an election or permission to co-opt.

9. Finance and Governance

- 9.1 To approve payments and receive notification of income detailed as Annex A plus any late payments received before the meeting.
9.2 To receive up to date bank reconciliations if available.
9.3 Unity bank - form to add S Hunt and remove J Taylor completed, posted to S Parker 9.3.24 – uploaded 4/4/24. Not yet actioned by Unity.
9.4 Unity bank – application to add Cllrs B Parnham and C Balding. Approved by Unity – log on update by Cllrs Parnham and Balding.
9.5 Unity Bank – application to add Cllr J Green. Approved by Unity – log on update by Cllr J Green.
9.6 Barclays – addition of S Hunt to accounts as administrator and change of address (this will be reflected across the Highways Surveyors Allotment and Recreation Ground Charity). Update if available. Cllr S Parker.
9.7 To receive confirmation that HMRC payments are now up to date for 2023/24.

10. Correspondence

- 10.1 To consider a request to contribute towards Church Grasscutting. No contribution made in 2023/24 or 2022/23.

11. Village Matters.

- 11.1 To receive update on Community Payback attendance. Cllr B Pye.
11.2 To receive any update on the insurance claim affecting the Village Hall re; subsidence. Cllr J Green.

12. Matters for next meeting and information.

Annual Parish Council Meeting – Thursday 23rd May 2024.
Parish Council Meeting 18th September 2024 at 6pm
Parish Council Meeting 4th December 2024 at 6pm
Parish Council Meeting 6th March 2025 at 6pm

MINUTES OF A MEETING OF FOULDEN PARISH COUNCIL

held on Wednesday 27th March 2024
at The Village Hall, Foulden at 7.00pm.

Present: Cllrs Carole Balding, Joseph Green, Simon McMahon, Stephen Parker (chair), Billy Pye

Clerk: Mrs Sarah Hunt 7 Members of the public were in attendance.

1. Apologies and consideration of acceptance for absence.

Bee Parnham – family commitment.

2. Members' declarations of interest and requests for dispensations.

None.

3. Minutes.

The minutes from Full Council Meeting held on 5th March 2024 were AGREED as a true and correct record and signed by the Chair.

4. Public Forum

The meeting was addressed with concerns over the Cranswick build.

The churchwardens introduced themselves to the Council and requested support with the grass cutting. They were asked to send in a formal email. The Clerk was asked to research the payment for 2022/23. It was believed the Council donated around £1 – 200.00 last year.

5. To receive any reports:

5.1 County Councillor Fabian Eagle was not in attendance.

5.2 District Councillor Ian Sherwood introduced himself to the meeting and confirmed that the village hall in Foulden had been successful in applying for a D Day grant. Breckland are currently reviewing the Local Plan which should be in place for the next 25 years, the first draft will be published shortly, feed back is welcomed. Mr Sherwood provides a report that will be circulated via the Clerk. There is a public meeting regarding the Cranswick development – it is Kings Lynn & West Norfolk not Breckland District Council who are the planning authority. Residents are encouraged to submit comments to KL & WN. It will be called in and the decision of the planning committee. There are 1'000's of comments on the portal, and a move to agree that the 10km consultation radius is insufficient. Local residents will be affected. Clerk to publicise application. Any comments to be sent to clerk from Councillors who will collate them and submit if received within 5 days.

5.3 Police. Next Safer Neighbourhood Action Panel to be Monday 13 May at St George's Church, Gooderstone. Also available via TEAMS.

6. Updates on matters not on the agenda.

To receive updates from previous meetings. No decisions may be taken under this item.

6.1 Noticeboards –Cllr Balding had consulted local business re;sponsorship and there was no support. Clerk to research any possible sources of funding – 3 noticeboards, glass fronted, not lockable, 8 pages.

6.2 Cllr McMahon has been trying to ascertain when the village gateways will be installed. These have been paid for as part of the 50/50 funding grant award for 2023/4.

7. Planning.

- 7.1.1 To consider planning applications received from Breckland District Council for consultation prior to the meeting.
 - 7.1.1.1 3PL/2024/0258/HOU – 13 Vicarage Road, IP26 5AB. Single storey extension to the rear of the dwelling. Council had no comment it wished to make.
- 7.2 To receive notification of any decisions by Breckland District Council.
 - 7.2.1. None.

8. Administrative Matters

- 8.1 To receive an update on the website. The Clerk and Cllr Green both now have access and the website is being updated as quickly as possible.
- 8.2 The publication scheme was ADOPTED as presented.
- 8.3 The Standing Orders were ADOPTED as presented.
- 8.4 The co-option policy was ADOPTED as presented.
- 8.5 The co-option application form was ADOPTED as presented.
- 8.6 NOTED that the Temporary Clerk is on Annual Leave from Monday 29th April to Friday 10th May 2024. Out of Office will be in place – Cllr J Green to be on the Out of Office.
- 8.7 To Internal Control Document was ADOPTED as presented.
- 8.8 The Financial Regulations were ADOPTED as presented.

9. Finance and Governance

- 9.1 It was RESOLVED to make the payments detailed as Annex A.
- 9.2 Bank reconciliations are unavailable as statements were not available to the Clerk.
- 9.3 Unity bank - form to add S Hunt and remove J Taylor completed.
- 9.4 Unity bank – application to add Cllrs B Parnham and C Balding. Submitted to Unity. No update from Unity.
- 9.5 Noted that the S137 limit for 2024/25 financial year is £10.81/per elector. 342 x £10.81 = £3,697.02
- 9.6 Cllr J Green reported on the subsidence claim at the Village Hall. The recommendation is for tree removal. The monitoring is showing continued movement.
- 9.7 It was AGREED to appoint Di Dann as internal auditor for 2023/24 – quotation received of £45.00.

10. Correspondence

- 10.1 Email: Re: Ammonia impact of large farming development. Clerk to publicise application.

11. Village Matters.

- 11.1 The SAM2 Camera reports for December, January and February were RECEIVED with thanks.

12. Matters for next meeting and information.

Annual Parish Meeting Thursday 25th April 7pm - V Hall AGM at 6.30pm, Annual Meeting of the Recreation Ground at 6pm and Annual Meeting of the Surveyors Allotment at 6.15pm.

Annual Parish Council Meeting – Thursday 23rd May 2024.

Parish Council Meeting 18th September 2024 at 6pm

Parish Council Meeting 4th December 2024 at 6pm

Parish Council Meeting 6th March 2025 at 6pm

Annex A - March 27th 2024				
		Net	VAT	Gross
HMRC	Balancing figure			
HMRC	March salary	£125.40		£125.40
Mrs S Hunt	March salary	£528.07		£528.07
Mrs S Hunt	April Salary	£528.07		£528.07
HMRC	April Salary	£125.40		£125.40
Louise Beaton	Consultancy re; village hall	£350.00		£350.00
Viking Direct	Address Book for passwords	£16.99	£3.40	£20.39
NPTS	Membership	£91.22		£91.22
Highways Allotment	refund ICO registration	£35.00		£35.00
		£1,800.15	£3.40	£1,803.55

Bedingfeld Ward Report from Councillor Ian Sherwood

March / April 2024

Breckland Council Report for the Parishes of Cockley Cley (239), Cranwich, Didlington (48), Foul登 (441), Gooderstone (400), Ickburgh (350), Mundford (1,564) and Oxborough (230).

Over 3,250 people - population in (brackets) living in 8 communities across 10,199 hectares in Breckland.

Contacting me

Firstly, do contact me if you have any questions or queries in relation to local parish issues or Breckland Council matters. My contact information is: -

Email: ian.sherwood@breckland.gov.uk Mobile: 07795 236878

As always, I'm happy to take questions on my report at your meeting or via email, or phone call.

Do contact me between your parish council meetings and I'm always happy to meet with you if you wish to have a discussion on local parish issues or broader Breckland matters.

NEW - Facebook Page

I've set up a Bedingfeld Ward Facebook Page here's the link <https://facebook.com/61557053812154> if you would like to follow and like the page, I'll post Breckland Council information relevant to Bedingfeld Ward.

Requests from the Parish Council

I'm happy to have emails from individual councillors direct, but I would ask if it's a formal request from the Parish Council as a whole that it comes via your Clerk or Chairman, so I know it's a formal request which has been agreed by all.

Meeting Dates

I have the following Parish Council Meeting dates in my diary, if these are incorrect or have been changed can I ask the Clerk to notify me – Thank You.

(Cockley Cley 7:15pm – Bi-monthly (5 Cllrs), Foul登 7:00pm – Quarterly (7 Cllrs), Gooderstone 6:30pm Bi-Monthly (7 Cllrs), Mundford – 7:30pm Monthly (9 Cllrs), Oxborough 7:30pm Bi-Monthly (5 Cllrs))

- Thursday 4th January – Mundford Parish Council – ✘ Apologies - Other meeting
- Monday 15th January – Gooderstone – ✘ Apologies – Work commitments
- Wednesday 17th January – Oxborough Parish Council – ✔ Attended.
- Thursday 25th January – Breckland Council – ✔ Attended.
- Thursday 1st February – Mundford Parish Council ✔ Attended.

- Monday 12th February – Gooderstone Extraordinary Meeting – Local Plan ✓ Attended.
- Monday 12th February – Thetford & Bedingfeld (Safe Neighbourhood Action Panel) Norfolk Police - Mundford ✗ Apologies - Attended Gooderstone PC
- Wednesday 21st February – Cockley Cley Parish Council ✓ Attended.
- Thursday 22nd February - Breckland Council ✓ Attended.
- Wednesday 28th February – Cranwich Residents Meeting ✓ Attended.
- Monday 4th March – Gooderstone Parish Council ✓ Attended.
- Tuesday 5th March – Fouldey Parish Council ✗ Work commitments away.
- Thursday 7th March – Mundford Parish Council ✗ Work commitments away.
- Wednesday 13th March – Oxborough Parish Council ✓ Attended.
- Wednesday 27th March – Fouldey Parish Council ✓ Attended.
- Thursday 28th March Breckland Council ✗ Apologies work commitments.
- Thursday 4th April – Mundford Parish Council – ✗ Apologies – Away
- Wednesday 10th April – Cockley Cley Parish Council - Cancelled
- Monday 15th April – Gooderstone Open Parish Meeting ✗ Work commitments.
- Wednesday 17th April – Oxborough Annual Parish Meeting ✗ Work commitments
- Wednesday 25th April - Fouldey Annual Parish Meeting
- Thursday 2nd May Mundford Parish Council
- Monday 13th May - Thetford & Bedingfeld (Safe Neighbourhood Action Panel) Norfolk Police – Gooderstone
- Monday 20th May – Gooderstone Parish Council
- Thursday 23rd May – Breckland Council
- Thursday 23rd May – Fouldey Annual Parish Meeting
- Thursday 6th June – Mundford Parish Council

Parish Council websites (with meeting dates, agendas, minutes etc & councillor details): -

- Cockley Cley <https://cockleycleyparishcouncil.wordpress.com/>
- Fouldey <https://www.fouldeyparishcouncil.gov.uk/>
- Gooderstone <https://www.gooderstonepc.info/>
- Mundford <https://mundfordparishcouncil.co.uk/>
- Oxborough <https://oxborough-pc.wixsite.com/website>

Report It

Local residents and Parish Councillors often contact me regarding local ward issues, from dog fouling to street light bulbs failing, I'm happy to take these matters up but remember Breckland Council has a Report It page on the website where matters such as this can be reported it helps identify any underlying local issues here's a link if you need it: -

<https://www.breckland.gov.uk/reportit>

Services and Statutory Duties

Information about the statutory and discretionary services that the Breckland Council provides. The law requires us to provide some services.

Breckland Councillors decide the amount of resources given to these depending on the level of need or risk they present.

Statutory Duties

Statutory Duties are those which Breckland Council are required by law to carry out.

Some of these statutory responsibilities include:

- Organising local and national elections
- Compiling and maintaining the Register of Electors
- Homeless strategy and homelessness prevention
- Housing Advice
- Housing registers, including the self-build register
- Refugees
- Housing benefits
- Environmental health
- Council Tax and Non-Domestic Rates collection
- Waste collection and recycling
- Street cleansing
- Food safety, food export certificates and water sampling
- Food Hygiene rating scheme
- Health and Safety
- Building Control
- Licensing of taxis, gambling premises, alcohol and entertainment licencing, temporary events, animal activities, skin piercing and scrap metal dealers.
- Local plans and development management
- Issuing Tree Preservation Orders (TPOs)

Discretionary Services

Breckland Council keep a balance between essential services and the other services communities want or need.

Some of the Discretionary services that we currently provide include:

- Council-owned car parks
- Planning enforcement
- Promoting economic development
- Providing some grants to voluntary organisations
- Maintaining some parks and gardens
- Looking after council-owned parks and open spaces

- Some public toilets (some are owned by the local parish or town council)
- Leisure Provision (Sports Centres)

Contacting Breckland Council

Use this link: <https://www.breckland.gov.uk/contactus>

You can telephone on: **01362 656870**.

For bins, grounds and streets, contact our service provider Serco on **0330 1099 220**.

Normal opening hours

Open 09:00 to 17:00, Monday to Friday, except for the final Friday of each month when we close at 15:30.

If you have an emergency when the office is closed?

Telephone **01362 656870** and press the option to speak to an out of hours adviser handling emergency calls, including homelessness, and environmental health emergencies.

Monthly Update

Grants supporting Bedingfeld Ward

- Mundford Community Car Scheme £2,000.00
- West Norfolk Community Transport £5,000.00
- Foul登 Village Hall D-Day Fund £500.00

Local Plan Update

The May Cabinet to be held on Monday 13th May will have an update on the local plan, the agenda and reports are published the week before here's a link to the relevant page <https://democracy.breckland.gov.uk/ieListDocuments.aspx?Cid=116&Mid=5010> I will be issuing an update relevant to Bedingfeld Ward shortly after the papers are published.

Breckland Council celebrates a further £1M investment for heritage and community projects in Swaffham.

The High Street Heritage Action Zone (HSHAZ) Partnership including Breckland Council, Historic England, Swaffham Town Council and the Swaffham Cultural Consortium have come together to celebrate the scheme's achievements over the 4-year programme. Breckland Council has proudly announced that the project will continue for a further 3 years with funding secured from Historic England and The National Lottery Heritage Fund to create an expected £1M budget to deliver heritage and community projects in the town.

Since its inception, the HSHAZ project has epitomized the power of collaboration and partnership, drawing on the expertise and guidance of numerous stakeholders from local to national. The partnership has seen joint investment in heritage and culture and its role in bringing wider economic benefits to Swaffham, whilst delivering against the district's future

vision for the town. The scheme has seen the restoration of Swaffham's iconic Assembly Rooms along with the installation and the repair of three heritage shop fronts improving key heritage buildings on the high street. Alongside this public realm improvements have included new benches, soft landscaping and will see the installation of enhanced signage and wayfinding, all supporting the recommendations of the award-winning Heritage Masterplan.

Breckland Council, along with partners, look forward to building on this success, using heritage as a vehicle to regenerate and maximise the potential of Swaffham. Securing further investment from Historic England and The National Lottery Heritage Fund will propel the project into its next phase, further enhancing Swaffham's built heritage whilst bringing new stakeholders together.

Central to the new phase of the project is the continuation of the community grants scheme. The initiative aims to restore and revitalize 9-12 historic buildings within the Swaffham conservation area, breathing new life into the heart of the town. The grant scheme will empower more local businesses to reclaim key historical features, ensuring that Swaffham's high street remains a source of pride for generations to come.

Additionally, further public realm works will focus on creating a greener, safer, and more appealing space for residents and visitors alike. Through careful consultation and planning, the project aims to foster a sense of community ownership.

In tandem with physical restoration efforts, the project will also deliver vital community engagement and training initiatives. These programmes, funded by The National Lottery Heritage Fund, will provide essential skills and education to building owners, landlords, and young people in the building trade. By nurturing a deeper connection to Swaffham's rich history and heritage, these initiatives will ensure that the project's impact extends far beyond the physical realm.

Breckland Council secures over £250,000 to upgrade leisure centre.

Breckland Council has been successful in a bid for more than £250,000 of national funding, which will help make Dereham Leisure Centre more efficient and environmentally friendly.

This comes as part of a government scheme that will see over 300 swimming pools and leisure centres across England receiving a share of funding from the Government and Sport England's £60 million capital investment programme. This funding will enable solar panels to be installed at Dereham Leisure Centre.

The solar panels will be mounted on the roof of the building, on Station Road, helping to meet the building's electricity needs. The solar panels will also reduce the building's carbon emissions by as much as 47 tonnes each year.

In total, the council has been awarded just under £265,000 by the national sports body. Breckland Council put forward a bid for the funding as part of its commitment to deliver projects which create a greener, more sustainable future. A second bid was made for the council's leisure centre in Thetford, but this was unsuccessful.

Annex A - March 27th 2024

		Net	VAT	Gross	Sort code	Account	Due	reference
Npower	Streetlights 1st April 2023 to 31st March 2024	£400.45	£20.02	£420.47				
Cozens UK Ltd	streetlight maintenance	£37.00	£7.40	£44.40				
Viking Direct	Stationery	£125.03	£25.01	£150.04				
Fendick Landscaping	Grass Cutting - March	£260.00	£52.00	£312.00				
Jacky Nabb	Donation towards dog show	£150.00		£150.00			PAID	
Norfolk Parish Training & Support	Membership	£91.22		£91.22				
				£0.00				
		£1,063.70	£104.43	£1,168.13				
Received:								
Breckland Council	First Precept Payment	£4,561.00		£4,561.00				