

BOUGHTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON FRIDAY 31st JULY 2015 AT 7:00PM**  
**VENUE: THE VILLAGE CENTRE, ALL SAINTS CHURCH, BOUGHTON**

Present: Chair: Cllr Tom Roberts  
Vice Chair: Cllr Peter Agate  
Cllrs: Cllr Andy Beeston  
Cllr David Cooper  
Cllr Ian Davis  
Cllr Mark Pogmore

Additional attendees were: Cllr Colin Sampson (Borough Councillor); and Cllr Martin Storey (County Councillor), together with two members of the public.

1. **Apologies.** Apologies received from Carole Woolnough who is still in hospital.
2. **Declarations of interest.** There were no declarations of interest.
3. **Minutes of the ordinary meeting held on Friday 15<sup>th</sup> of May 2015.** The minutes of the meeting (three pages numbered 37, 38 and 39) having been circulated to all prior to the meeting, were agreed as correct and signed by the Chairman.
4. **Matters arising.**
  - **RAF MARHAM:** On the evening of Tuesday 30<sup>th</sup> June, at the invitation of the station commander, Councillor Roberts and Councillor Davis attended an open evening at RAF Marham. The purpose of the evening was to explain to local residents, via their respective parish councils, forthcoming changes to the site in preparation to accommodate the F35B - Lightning II aircraft due in August 2018 to replace the Tornado aircraft currently stationed at the base. Following a meet-and-greet introduction the evening consisted of two parts, a guided tour of "selected" parts of the base, including:
    - the opportunity to walk around and sit in the cockpit of a Tornado, and
    - a tour round the communications/control roomand a slide presentation by station officers explaining the key role that RAF Marham plays in the UK's military defence strategy and how local residents are likely to be affected by construction works planned to accommodate the new aircraft. These works will include the construction of a number of new buildings within the site and additional runway/take-off facilities for the new aircraft. These works are expected to involve increased traffic movements of contractors and their vehicles. A traffic management plan is currently being developed by the major developments team of Norfolk County Council (NCC).

Council agreed that we should make an input to the traffic management plan to help ensure that construction traffic is kept out of the village. Cllr Roberts will prepare a draft letter to go to NCC.
  - The possibility of a presentation to parishioners (by personnel from RAF MARHAM) in the village was considered. It was agreed this was a good idea and Cllrs Tom

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Roberts & Ian Davis will liaise with RAF Marham and prepare a plan, possibly in conjunction with Barton Bendish.

- **Correspondence:** Correspondence received was a “Thank you” from the Magpie Centre for our donation of £62.00; A poster reminding people to return their electoral register form; and a mail about G4News. In respect of the mail about G4News council agreed to monitor the situation.

5. **Chairman’s report:** The Chairman stated that the majority of the matters would be mentioned as they arose on the agenda. The only exception was on crime as there had been a number of crimes (albeit relatively minor ones) in and around the village in recent months. There was a short discussion on “neighbourhood watch” issues. Cllr Roberts will discuss further with the “neighbourhood watch” team.

### 6. **Reports from Councillors**

- **Communications:** Cllr Davis reported good progress on the facebook page, and the new residents welcome letter. There was a short discussion on an e-mail address list for communications and a communications plan **and Cllr Davis will investigate further.**
- **Document review:** The Chairman reported that both the standing orders, and the Financial Regulations had been reviewed. There were only a few minor corrections and changes. These had been circulated earlier and Council agreed the two documents.
- **Fen Committee:** Cllr Pogmore reported as follows: Since the last report, we have had our AGM and a new committee has been formed.

The Committee walked the fen in late June to familiarise our new members with the site, and to look at areas of potential work over the winter period.

Lee Roberts of Greenfingers Countryside has decided to make a career move, and will no longer be able to carry out work for us. I would like to take this opportunity to record our appreciation of his work and input, which has been invaluable, particularly during our formative period. The cutting of the wildlife walk has been taken over by Jason Stacey, a local contractor based in the village.

During the summer, there have been a good number of visitors to the fen, with two organised walks taking place; the first being the Borough Council’s Fit Together walking group, and the second was a the Nar Valley Ornithological Society, as well as many individuals enjoying the wildlife.

The Chairman reported that he expected to meet representatives from Natural England on Thursday 6<sup>th</sup> of August. The aim was to better understand the HLS agreement and responsibilities. Natural England has still to confirm timings.

- **Financial:** Cllr Agate reported as follows:
  - **Audit Commission (AC) Return**

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- a) We had one query on the Annual Return, the amended Asset Register, which was dealt with forthwith.
- b) We are awaiting the formal report from the A.C.
- c) Notice advising parishioners that the accounts are available has been posted on the noticeboard. No one has asked to inspect the accounts, and as the date for display has now passed the notice has been removed.

- **Accounts**

A copy of the accounts to 28/07/15 has been circulated to all councillors.

Income in the period has been derived from;

a) Playground donations	£559.55
b) Wayleave payment	£132.55
c) Wishing Bucket	£19.40
d) Marquee hire	£10.00
e) Interest	£0.24

Consolidated expenditure incurred;

a) Fuel	£42.72
b) Grass cutting	£200.00
c) Repairs/maintenance	£118.46
d) Insurance	£265.00
e) Donation to RDA	£62.00

There was a transfer of the appropriate VAT portion to the Fen Committee.

Various balances within the accounts are;

Wishing Bucket	£19.68
Playground Fund	£1,126.23
Playground maintenance	£291.68

Current account balances are;

Community Account	£4,115.87
Saver Account	£1,189.64
Fen Accounts	£9,445.83

The Council also has £80 in National Garden Vouchers, awarded in the Pride in Norfolk awards a few years ago.

There was a short discussion and it was agreed that the finances appeared to be in good shape and well managed.

- **Highways:** The Chairman noted that he had written a letter of complaint to the Police and Crime Commissioner about the lack of action on speeding through

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Boughton. This appeared to have had some effect as in recent weeks the police had been quite active with speed guns in the village. Additionally the police had placed equipment in the village to obtain a full picture of the numbers of vehicles travelling through the village and their speeds. There was a short discussion and it was considered that whilst this was a good start it would be advantageous if the equipment could also be placed on the straight section of road leading to the Junction of Mill Hill Road and Gibbet lane as many vehicles were regularly seen speeding there. **Cllr Roberts will liaise with the Police on this.**

**Planning:** Cllr Pogmore reported there had been three planning applications since the last meeting:

1. Re-inforce concrete pad adjacent to Comfrey Cottage, Oxborough Road.
2. Further extension to Kingston House, Chapel Road.
3. Conversion of outbuilding to Annex, Barley House, Church Lane.

Council has returned a “No observations” decision to all.

A letter had been received by the previous administration from Bill Miller concerning a possible application for an exception site for affordable housing in Wretton Road. The new council has now replied to this letter.

**Playground:** Cllr Beeston reported as follows: The playground underwent its annual inspection on 20th May, as a result the swings had to be taken out of action due to severe rot at the base of two posts and in the cross rail. This was a big blow as, although we were anticipating replacing the apparatus in the future, we hoped not to need funds as soon as this. The other minor issues in the report have been addressed without cost to the council.

The group has been in contact with 3 firms who supply playground equipment. It was decided that the repairing the swing was the only real option open to us at the present time. The quotations have been circulated to all councillors along with the playground report and so now I ask for council’s approval of this expenditure of £860 plus VAT for the repair by Action Play and Leisure who were the original providers of the equipment in 2004. Present funds raised for this project will cover this expense.

During the last two months the play area has been in great demand as normal but the demise of the swings has been a topic of concern, showing what a valuable asset we have.

Fund raising for the play equipment is continuing with the Village Challenge on Aug 8th donating 75% of the proceeds. A Clay Play Day will be taking place on Sept 19th, more details in G4. Finally the Playground Action Group would like to express their thanks to all who have supported us and hope you can appreciate the value of the cause.

**All Council members approved the expenditure request noted above.**

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- **Public footpaths & signage:** Cllr Cooper reported that the footpaths at Mill Hill Road and Paul Ostler (Boughton/ Wereham) have been cut by the council. Extra work needed at church end of footpath, over growing brambles .With help from Peter Agate we hope to clear these next Monday. Now Ralph Brearton has moved we will have extra cutting as Ralph always cut the path across his land. Apart from this work the path is in good condition.
- **Street furniture:** Cllr Beeston reported as follows: The round seat which used to be around the horse chestnut tree has been oiled twice and has been reinstated. The Frank Savage bench and seats has also been treated, and the brass name plate polished. All footpath sign posts have been treated with teak oil. The legs of both “BOUGHTON” signs have been removed, cleaned up, painted with black hammerite and in the case of the Cavenham corner sign repositioned as it was hidden behind the new gates.

A broken post on the corner of the green by the “Church” sign has been replaced and the chain rehung.

The Best kept village plaques on the village signpost and the notice board could do with a clean and polish, but not sure how to achieve this without removing the inscriptions.

Councillors all agreed that Andy Beeston had done a lot of excellent work and thanked him.

**The Chairman will contact Kevin Fisher about “Best kept village” application.**

7. **Information matrix:** Cllr Agate had circulated his draft information matrix and asked all Cllrs to help populate it as it would be a very useful aid.
8. **Memorial plaques and memorial seats:**
  - The recently drafted regulations for Memorial seats and Memorial plaques were discussed. The Chairman thanked all for their contributions. The draft was agreed and accepted.
  - Cllr Agate recorded that he had received (from a Parishioner) a request for a memorial seat to be placed in the Village green area. There was a short discussion and **Cllr Agate agreed to consider the matter and put a recommendation to the next council meeting.**
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9. **Election of an additional councillor:** The Chairman noted that there was still one vacancy on the PC. If anyone had any suggestions for possible Councillors please let him know. The “Co-option” process would be applicable for any interested party.
10. **Pond issues:** There was a discussion about how to minimise the opportunity for vermin to nest in the pond area. It was agreed that the best option appeared to be

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to do a substantial cut back of the bushes in front of the old school. **A working party will be arranged for 29 August. Cllr Agate will organise.**

- 11. Reports from County and Borough Councillors:** Councillors Sampson and Storey noted that there was continual pressure from Central government to reduce costs. Sharing expertise between local authorities already happened and was likely to increase. An example given was the payroll work for KL&WNDC which was done by Bedford CC. It was likely there would be more pressure for cost cutting but what and how was not yet clear.

The next household waste amnesty will be on 15 September 2015.

A significant issue coming up was a shortage of land for housing – it was not yet known how this would be dealt with but news was expected soon.

The meeting was advised that SNAP (the Safer Neighbourhood Action Plan) was also changing. This might have some local effect. **The Chairman agreed to investigate further.**

- 12. Public questions:** Two questions were asked; Firstly when would the redundant electricity poles be removed. **Council agreed to contact UK Power to check when this would be done.** Secondly the issue of potholes and verge wear was raised. **Council agreed to raise the matter again with Norfolk County Council.**

- 13. Date of next meeting:** The next meeting will be on Friday 23 October 2015