

**Minutes of the Buxton with Lamas Full Parish Council Meeting
held in public on-line via Zoom on Monday 11th January at 7.30pm**

PRESENT

Councillors:

Mrs Nichols	Mr Battle	Mrs Kammoun	Mrs Warren
Mrs Charmley	Rev Goodman	Mr Riley	Mr Shaw

Also in attendance:

Cllr Lawrence
Cllr Harrison
4 members of the public
Clerk to the Council: Laura Apps-Green

20/84 WELCOME & APOLOGIES FOR ABSENCE – There were apologies for absence given for Mrs Dimsey and Mrs Powell.

20/85 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION – Mrs Nichols reference Buxton Village Hall.

20/86 MINUTES

The minutes of the Parish Council meeting held on 23th November 2020 were previously circulated. With some name corrections, the Chair agreed to sign them and scan a copy to the Clerk due to the current health crisis and no contact being allowed.

20/87 MATTERS ARISING –None

20/88 ADJOURNMENT – None

20/89 REPORTS

Cllr Harrison reported on the following:

- There have been issues with some decisions made by NCC that have had to be rescinded by law due to them being illegal. This includes changes made to the Disability allowance payment.
- NCC have delayed a decision around Holt Hall and what to do with it for 6 months

Cllr Lawrence reported on the following:

- On the 17th December BDC had a budget meeting and have secured £250,000 for help with businesses affected by Covid
- BDC have £270,000 for work on a number of bridges in the district. Mr Riley had some further information on this following an O & S meeting, where it is likely that more money will be allocated to carry out the necessary maintenance works around the district, it is thought to be around £650,000
- Cllr Lawrence has a £500 grant fund for community groups to be allocated by March this year
- The Help Hub were very helpful during the heavy rainfall and flooding recently. They provided 20 sand bags which were used by the houses that were close to being flooding on Christmas eve
- Cllr Lawrence would like to arrange to have a store of sand and bags on Bulwer Green in readiness for any future flood risks. Cllr Lawrence will talk to BDC about this as it's their land and this plan would therefore need their permission
- There is a fallen tree on Camping Beck on Mill Street, which is causing the area to flood after rainfall as it is blocking the drain. This land is managed by Bure Valley Railway. Clerk to write to BVR to inform them of the fallen tree and to request its removal.
- Cllr Lawrence discussed the possibility of the Drainage Board being able to develop a better drainage system in the areas of the parish that are at risk of flooding. This is likely to have a cost attached
- Rev Goodman and Cllr Lawrence both thanked the Buxton Help Group for their response to the heavy rainfall and flooded areas on Christmas eve. This group of local people cleared away debris to enable

water flow in the ditches and drains, which eased the risk of flooding. Rev Goodman will make an official thank you to the Help Group from the PC

- Cllr Lawrence believes that the culvert head on Camping beck has fallen off and is blocking the drain
- Cllr Lawrence and Clerk were asked to track down a plan of the drainage system in the parish to get a better understanding of vulnerable points when heavy rain falls in order to try and mitigate the issue
- Rev Goodman asked the councillors for an “in principle” vote on purchasing and placing sand and bags in a secure unit on Bulwer Green in advance of any future flooding in the area. It is understood that BDC, as landowners, would need to agree to this and insurance and security details would need to be worked out. Rev Goodman proposed this in principle, seconded by Mr Riley and agreed by all

20/90 PLANNING

Greater Norwich Local Plan – Mr Riley reported that O & S are looking at the consultation process around the GNLP, because it is felt that it could be in breach of Regulation 19. A number of sites for development have been added and it is felt that this need looking into, especially as planning permission rules are changing going forwards.

Neighbourhood plan Steering group – Nothing to report

Planning Applications – None

20/91 FINANCE

Bank reconciliation – November and December bank reconciliations have been given to the Scrutineer for approval.

Receipts and payments schedule – payments made or pending were presented:

Cheque	Name	Description	Amount
<i>Below invoices were paid in December</i>			
SO	EDF	Electricity at Balay	56.00
BACS	Garden Guardian	Grounds Maintenance Balay	3,808.80
BACS	Norfolk County Council	SAFE Membership	30.00
BACS	Buxton village hall	Hall hire	30.00
BACS	Norfolk Cleaning Co	Cleaning Balay park	96.00
BACS	Laura Apps-Green, Norfolk Pension, HMRC	Dec Pay, Pension, Tax payment, phone	1,055.92
<i>Payment to be made in January</i>			
SO	EDF	Electricity at Balay	56.00
BACS	GDPR	Date protection renewal	40.00
BACS	Broadland District Council	Annual bin collection fee	374.20
BACS	Norfolk Cleaning Group	Grounds Maintenance Balay	96.00
BACS	Laura Apps-Green, Norfolk Pension, HMRC	Jan Pay, Pension, Tax payment	1,042.43
Total			6,685.35

Draft Budget for 2020/2021 – Clerk issued Cllrs with a draft budget for the coming financial year. All Agreed to the budget and the Precept request of £30,747.

Computer monitor and speaker request – Clerk informed council that the PC monitor has broken and it’s hard to work each day on the small laptop screen. The Clerk is also having to borrow her husband’s PC speakers in order to participate in zoom calls as the laptop speaker is very quiet. The approximate cost of a new monitor is around £80 - £100 and speakers are around £20 - £30. All AGREED to this request with a maximum spend of £150.

Member training – Mrs Warren would like to go on Councillor training. All agreed.

Any other Finance Matters – Clerk informed council that following the decision by the PC in November, she made an application to Broadland District Council for Covid relief funding, due to lost pavilion income. The application was successful and the PC has been awarded £1,334 from Broadland District Council.

20/92 OVERVIEW & SCRUTINY LETTER

Mr Riley, who is Chair of the Overview and Scrutiny Committee at Broadland District Council asked the PC to consider any issues they might need to take to them either now or in the future. The purpose of the committee is to hold BDC to account, consider and scrutinise decisions made and ensure accountability and that BDC's policies are fit for purpose. The Chair asked the Clerk to put this item on the forthcoming agendas as a standing item.

20/93 HIGHWAYS (and FOOTPATHS) RIVERS & VILLAGE MAINTENANCE MATTERS

Dangers of swimming at the Mill pond and Anti-social behaviour – Nothing to report

Drainage pipe concerns following heavy rain – The Clerk informed council that the issues with the blocked drain pipe running from the meadow in Lamas, under the road and across private property and into the Bure weir have been raised again, following the heavy rainfall and meadow flooding on Christmas eve. Mr Shaw looked back at correspondence around this issue from previous years and informed council that there are 2 pipes that start in the meadow (currently under water) which he previously rodded to try to find the blockage, but the rods used were too short. A member of the public informed council that the nearby property had building works carried out in 2005 to replace the key heading and the planning application, which is available to view on line, shows that the drain pipes come out under where this work was carried out. It is suspected that the pipe may be blocked or broken near to where this work was carried out.

It was AGREED to ask the clerk to contact Dyno-Rod to probe the pipes with a camera to see where the blockage is exactly. This is considered an urgent matter due to the risk of flooding. Mr Shaw stated that he would be happy to meet with dyno rod to show them where the pipe is. This would be done in a Covid safe way, with masks and social distancing in place. The resident has volunteered to contribute towards the cost of this Dyno-Rod work as their house is in danger of flooding and they want the matter resolved.

On flooding matters previously discussed, Clerk will write to BVR to ask them to remove the fallen tree in the ditch on Mill Road.

Traffic issues in the parish and ideas for traffic Calming measures – Mr Shaw reported the latest traffic figures for the parish. The issue of wanting a 20mph zone on The Street Lamas was discussed. Cllr Lawrence reported that to start this process costs £6,000 and takes around 18 months, as it requires a judicial change. She talked of putting up informal signs in drive ways and on bins saying things like "20 is plenty" as a start, to try to encourage people to slow down. Mr Riley felt that this was an unnecessary cost and that there are lots of examples where 20mph areas have been developed without this judicial process. The Clerk has written to Highways requesting that this area is looked at for a 20mph zone and a response to that letter should be looked at.

Buxton village hall play area – Mrs Nichols reported that the village hall is currently only open to the play group, in line with current Government guidance. She is hoping for a BDC Covid response grant in order to keep the hall going, as their income has fallen significantly. The play area is still open, again, in line with Government guidance.

Clerk reported that a meeting had taken place with a couple of councillors to discuss the play area supplier quotes. 2 of the companies that submitted stood out. Clerk has written up the notes from this meeting and will circulate them to all councillors, along with all the plans/quotes after the meeting, so that a preferred supplier can be identified at the February PC meeting.

Mr Riley said that he would grade the quotes submitted against a scoring matrix he has used in the past to help identify the most robust and fit for purpose suppliers ahead of the February PC meeting.

It was AGREED to make a decision on play supplier at the February PC meeting, Clerk to ensure this item is on the agenda.

Tree Warden offer of trees for parish – Clerk informed council that the tree warden has offered trees for planting in the parish. They would have to be placed on PC owned land. Cllr Lawrence also clarified that hedging plants were also on offer. Rev Goodman raised the holes in the hedging around Balay park and that some hedging plants would be a good idea.

[Standing Orders Extended at 9:30]

Rev Goodman asked for a vote on requesting hedging plants for around Balay park. All AGREED and asked the Clerk to find out more and arrange for the Garden Guardian Grounds Maintenance team to plant them once received.

It was also suggested that BDC may be interested in having some trees planted along the railway line, Station carpark and in the Dell. Cllr Lawrence to look into this.

To receive reports on highway matters – The following was reported:

- The tarmac area at Little Hautbois near to the bridge is narrower than the muddy verge that vehicles use and the bank is being eroded
- There is a lot of footpath traffic, parked cars and meet-ups with little social distancing being observed near to the railway line. Rev Goodman will laminate the police signs and get one to Mrs Charmley to put up in the area
- Mrs Charmley requested a litter picker as the litter in the area has grown recently. Clerk is not in the village so unable to supply one under the current Covid rules. Cllr Lawrence has a spare one and will drop it off to Mrs Charmley in the meantime

[Mr Riley had to leave the meeting]

20/94 BALAY PARK

Balay Lights – Clerk had circulated the quote from Cooks electrical for the replacement lights. Mr Battle said that all lights need to be PIR lights. All agreed to the lights over the kitchen and toilet being shine down eye lights so that the light does not cause problems for the houses nearby and all 4 lights being PIR. Clerk to arrange the works with Cooks going forwards.

Football Club goal requirements – Members of the football club were in attendance. They gave an update to their requirements regarding goals. The goals on the left-hand side of the park (U11's/U12's pitch) are 21" x 7", which the FA have told them is incorrect and should be 16" x 7". They have also been informed by the FA that the large goals to the right-hand side (U13/U14's) are incorrect. They are currently 24" x 7" and should be 21" x 7". The football club want to get rid of the current ones and replace them with removable goals that they requested to be stored in the open by a section of hedge on Balay park. The Clerk raised concerns with this course of action due to previous issues with trip hazards on the site and the fact that the maintenance company would not be able to cut the grass or hedge in that area. The U11/U12's pitch is the most urgent focus for the football team at present and it was agreed to focus on that for the time being and look at the other pitch at a later date and leave that as is for now.

The football team want to remove and get rid of the U11/U12's goals and replace them with fixed 16" x 7" goals. The Clerk reminded council that these goals were only installed a couple of years ago and at a significant cost to the PC and to the exact requirements of the football club. It was not made clear as to when these changes in requirements came about from the FA.

The football club said that they can source a supplier for the goals they require and can use KJM Landscaping, who has been approved by the council for extra grass cutting on Balay and has public liability insurance in place, to remove the current goals and replace them with new ones. The Clerk raised the issue of the ones to be removed and the football club felt sure that they could sell them on. The football club also felt that there may be funding sources that could be applied to for help towards the cost of new goal posts.

It was AGREED for the football club to source the new goals, arrange for the ones being removed to be taken off site and sold on and for KJM Landscaping to install the new ones. It is understood that KJM has in place public liability insurance. This is AGREED on the proviso that all quotes for works, prices for goals and dates

for removal and installation must be agreed by the PC in advance of any works taking place and the football club may not ask the PC to change these goals again going forwards.

20/95 CORRESPONDENCE & REPORTS OF MEETINGS ATTENDED – None

20/96 LATE CORRESPONDENCE & AGENDA ITEMS – COVID-19 notices and rules to be placed around village. Rev Goodland to laminate some and distribute.

20/97 CLOSURE OF THE MEETING – There being no further business the Chairman closed the meeting at 10:22pm.

DRAFT