

**BUNWELL PARISH COUNCIL**  
**THE PARISH COUNCIL OFFICE, THE OLD TURNPIKE, BUNWELL, NORWICH, NR16 1SN**  
**www.bunwellpc.info**

Chairman: R Smith,  
Tel: 01953 788300  
e-mail: [rs.silverlodge@gmail.com](mailto:rs.silverlodge@gmail.com)

Clerk: Mrs Margaret Ridgwell,  
Tel: 01603 871636  
e-mail: [bunwell-pc@live.com](mailto:bunwell-pc@live.com)

**MINUTES** of the **Annual Parish Council Meeting** held on Wednesday 4<sup>th</sup> May 2022 at the Village Hall, Bunwell.

**Cllrs Present at the Meeting:** Cllr R Smith (Chairman), Cllr J Chapman, Cllr D Dickson, Cllr T Harvey and Cllr D Ward.

**Also Present:** Parish Clerk, and 11 members of the public.

**MINUTES**

**ACTION**

- 1. To elect a Chairman and receive the Chairman's Declaration of Office** - Cllr D Ward proposed that Cllr Smith continue his term of office as Chairman. This proposal was seconded by Cllr Dickson and agreed by all. Cllr Smith signed the Chairman's Declaration of Office.
- 2. To elect a Vice-Chairman** – Cllr Harvey proposed, and Cllr Smith seconded, that Cllr David Ward be appointed as Vice-Chairman. All were in agreement.
- 3. Apologies were received from Cllr Watson.**
- 4. Declaration of interest in items on the agenda and to consider any requestions for declarations** – there were no declarations of interest or requests for declarations.
- 5. To appoint Defibrillator Warden, Footpath Warden and Play Area Warden** – Cllr Chapman had agreed to take over responsibility for the defibrillators from ex-Cllr Crawford and they had met to exchange information and paperwork. Cllr Smith explained that the responsibility of the Footpath Warden could be shared by several people living in different areas of the village. Wardens could check the footpath signs are in place, that Crossfield paths are accessible and hedges are maintained by the landowner. Signage and damaged bridges can be reported to NCC and the Ramblers can also be called upon to help if needed. Anyone interested in helping should contact Cllr Smith. The Play Area Equipment needs to be inspected on a monthly basis to ensure it is safe to use and Mr Richard Hoolahan offered to do this and report back to the PC each month. Cllr Smith and Mr Gledhill have helped to maintain the equipment and Cllr Harvey and a resident offered to help if needed. Cllr Harvey asked if the grass-cutting contractors could be asked to strim round the equipment as soon as possible.
- 6. To agree the minutes of the Parish Council meeting on 6<sup>th</sup> April 2022** - The minutes of the previous meeting on 2<sup>nd</sup> March 2022, pages 416-418, having previously been circulated to all members, were signed by the Chair.
- 7. Matters Arising from the Previous Minutes –**

Clerk

- 7.1. Information concerning the Norfolk Constabulary Community Speed Watch scheme had been read out at the Annual Parish Meeting.
- 7.2. Cllr Smith reported that he will be obtaining a new noticeboard to be erected on Wymondham Road and that he was very grateful for the help of a resident who had replaced posts and re-erected the noticeboard on Bunwell Hill.

**8. Resident's Questions** – The proposed National Grid Green Energy Enablement Scheme to reinforce the high voltage electricity transmission network through the Tas Valley was discussed. Some residents had received letters and leaflets through their doors, but others had not. The scheme is at present at consultation stage and comments are asked for by Thursday 16<sup>th</sup> June. Any resident wishing to find out more information on the scheme and submit their comments should go to the website: [nationalgrid.com/east-anglia-green](http://nationalgrid.com/east-anglia-green) and then go to the box marked 'Have Your Say on Our Proposals'. It was felt that a greater number of individual comments would have more influence than one statement from an organisation like the Parish Council but it was agreed to put information on how to comment on the Parish Council website: [www.bunwellpc.info](http://www.bunwellpc.info).

**9. To receive and discuss correspondence** – emails received had been forwarded to Cllrs and dealt with as required.

**10. Highway Matters** – Cllr Dickson asked if any response had been received concerning the matter of the posts erected in the verge outside Wood View on Wood Lane, and the Clerk will write to NCC Highways to ask for their comments on whether the verge is the property of Highways and whether permission had been granted for the posts. Highways will also be asked to check on the general drainage problems along Bunwell Street, particularly where water crosses under the roadway.

Clerk

**11. Footpath Warden's Report** – Cllr Dickson reported that there was a broken post in the fence close to the Primary School on the footpath from Barhams Lane. She has spoken to the school caretaker and they had agreed to repair it.

**12. Playground & Carpark** – Mr Gledhill reported that some minor repairs are due to be carried out soon by Action Play and Leisure. We are awaiting an estimate for repairs to be carried out by Action Play and Leisure of Carleton Rode. These are of a maintenance nature to keep the playground up to standard. The roundabout repairs continue and the 'Wetpour' covering has been removed in order to lay a new base which will then be covered with a new 'Wetpour' safety surface. The removed 'Wetpour' will be skipped away in the coming weeks before the Jubilee event. RoSPA will inspect the roundabout upon completion of the repairs prior to refitting when they complete the annual playground equipment inspection in June. Routine playground work continues including repairs to the BBQ seating and tables ready for the Jubilee. A new padlock was fitted to the gate between the toddler's playground and the hall patio for child safety reasons (RoSPA).

**13. Planning Applications – to discuss and vote on any new planning applications** – no new applications had been received.

#### **14. Finance**

- 14.1. Payments for the month had been circulated and councillors agreed to these transactions.

14.2. Cashbook balance – this had been circulated to all Councillors and was noted.

**15. To receive matters of importance from Councillors** – no matters were raised.

**16. To receive items for the next Agenda for Consideration** – To discuss the National Grid Pylon Proposal.

**17. Date of next meeting** – Wednesday 1<sup>st</sup> June, 2022 at 7.30pm

**Meeting Closed 8.45pm**

<b>BARCLAYS COMMUNITY ACCOUNT</b>	
<b>BALANCE AS AT 06.04.22</b>	<b>£0.10</b>

<b>RECEIPTS THIS MONTH – UNITY TRUST CURRENT ACCOUNT</b>			
<b>BALANCE AS AT 06.04.22</b>			<b>£16,610.51</b>
<b>DATE</b>	<b>RECEIVED FROM</b>	<b>DESCRIPTION</b>	<b>ACTUAL AMOUNT</b>
20.04.22	South Norfolk Council	CIL Payment	<b>£9,377.66</b>
27.04.22	South Norfolk Council	Precept	<b>£7,000.00</b>
<b>BALANCE C/FWD</b>			<b>£32,988.17</b>

<b>PAYMENTS FOR APPROVAL THIS MONTH: UNITY TRUST CURRENT ACCOUNT</b>					
<b>BALANCE AS AT 06.04.22</b>					<b>£16,610.51</b>
<b>PAY TYPE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>ACTUAL AMOUNT</b>	<b>VAT</b>	<b>PAYE</b>
BACS	Bunwell PCC	Annual Donation for Churchyard	1,000.00		
BACS	Bunwell Village Hall	Rental for March	27.00		
BACS	Standley Steel Stockholders	Roundabout Repairs	558.97	93.16	
BACS	Brown's Timber (Pd by P Gledhill)	Repairs to Picnic Benches	83.20	13.86	
BACS	CGM Group	Playing Field Grasscutting April	293.94	48.99	
BACS	M Ridgwell	Apr salary & exps	289.75		47.15
<b>Total</b>			<b>£2,252.86</b>	156.01	47.15
<b>BALANCE C/FWD</b>					<b>£14,357.65</b>

**CASHBOOK BALANCE: 04.05.22**

<b>Details</b>	<b>CR</b>	<b>DR</b>	
Cash Book Balance Brought Forward (Barclays Saver A/c & Unity Bank) <b>A</b>	<b>16,610.61</b>		
Receipts this month (see listed above) <b>B</b>		<b>16,377.66</b>	
Payments this month (listed above) <b>C</b>			<b>2,252.86</b>
Cash Book Balance Carried Forward (=A+B-C)			<b>30,735.41</b>
<b>Barclays Savings A/c balance</b>			<b>0.10</b>
<b>Unity Balance</b>			<b>30,735.31</b>
<b>TOTAL CASH IN BANK:</b>			<b>30,735.41</b>