

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

**Chairman:** R Smith,  
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**Clerk:** Mrs Margaret Ridgwell,  
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**MINUTES** of the parish council meeting held on Wednesday 1<sup>st</sup> February 2023 at the Village Hall, Bunwell.

**Cllrs Present at the Meeting:** Cllrs J Chapman, D Dickson, T Harvey, S Spooner and D Ward

**Also Present:** County Cllr Barry Duffin, Parish Clerk, and 3 members of the public.

MINUTES	ACTION
<p><b>1. To receive apologies for absence</b> – Apologies were received from Cllrs Smith and Watson. Deputy Chairman, Cllr David Ward, chaired the meeting in Cllr Bob Smith’s absence.</p>	
<p><b>2. Declaration of interest in items on the agenda and to consider any requests for declarations</b> – There were no declarations of interest.</p>	
<p><b>3. To approve the minutes of the Parish Council meeting on 4<sup>th</sup> January 2022</b> - The minutes of the previous meeting on 4<sup>th</sup> January 2022, pages 444-447, having previously been circulated to all members, were agreed and signed.</p>	
<p><b>4. Matters Arising from the Previous Minutes</b> –</p> <p>4.1. Anglian Water appear to have installed extra pumps to deal with the outflow on Bunwell Street so tankers should not be necessary in future.</p> <p>4.2. No date has yet been set for Defibrillator training at Bunwell but the matter will be followed up at the next meeting.</p>	
<p><b>5. To receive the District and County Councillors’ Reports</b> – County Cllr Duffin reported that the NCC Budget for next year will be confirmed at a meeting on the 21<sup>st</sup> February. The increase in spending is expected to be £29 million and the Council are pursuing the matter of area devolution with central Government which could attract extra funding for Norfolk of £20m. Residents should still take precautions where necessary as Covid and Flu are still a problem in the community.</p>	
<p><b>6. Resident’s Questions</b> – Concerns were raised that the Highway verge had been restricted outside a property on Low Common by several large logs immediately adjacent to the road. These are potentially dangerous to vehicles trying to pass on this narrow road, particularly as there are breeze blocks on the opposite verge. Highways will be informed.</p> <p>Advance notice was given that there will be a special Coronation Event in the Church on Sunday 7<sup>th</sup> May at 11.00am, including music by the Breckland Brass Band. More details to follow later. It was also suggested that the Parish Council could purchase commemorative mugs for all the children at Bunwell Primary School. This will be considered at the next meeting.</p>	<p><b>Clerk</b></p>

- 7. To receive and discuss correspondence** – emails received had been forwarded to councillors and dealt with as necessary. An Update Report had been received concerning the proposed routing of additional pylons across East Anglia. The full report can be accessed via a link on the front page of the PC website. An email had been received from Bunwell Primary School requesting the Parish Council's help in making additional disabled parking spaces available outside the school. The Clerk will contact Highways to ask for their views and assistance. **Clerk**
- 8. Highway and Footpath Matters –**
- 8.1. Cllr Ward reported that he had tried to contact Norfolk Constabulary's Speedwatch Co-ordinator, but the advertised contact details are not now available. He will endeavour to find out more for the next meeting. **Cllr Ward**
- 8.2. The Highways Dept have been contacted to ask their advice and seek permission to erect another post to allow our SAM2 speed awareness machine to be used in multiple sites to help with reducing speeding in the village. The siting of these posts will be considered at the next meeting once Highways have replied to our enquiry.
- 8.3. No information had been received yet from Highways concerning the obstruction at the entrance to the Public Footpath from Wood Lane at the rear of the Playing Field or the obstruction on the trod path along the Turnpike, or the dumping of hardcore on the grass verge on Greenways. These matters will be raised at the next meeting.
- 9. Playground & Carpark** – Mr Gledhill reported that the roundabout is being well used and enjoyed. A security camera will be fitted on the Village Hall soon and signs showing this will be fitted on fences at the playground. It was suggested that additional lighting outside the Hall would help with security and safety of visitors, and that the fencing which was damaged by a vehicle should be repaired. The Councillors agreed that the Village Hall Committee be contacted to offer help from the Parish Council to address these issues. **Clerk**
- 10. Report received from the Bunwell Housing & Development Group (BHDG)**  
Mr Gledhill reported that he was meeting with the members of the BHDG to consider their response and comments to be passed to the Parish Council at the next meeting. Once agreed these views will be passed to South Norfolk Council as part of the consultation process for ensuring the Plan is legally compliant and sound. The details of the Consultation document and the map showing proposed building sites are available via a link on the PC website under the tab: Services and Amenities – Development Planning Group. Mr Gledhill said that one particular concern is that the present sewerage system in the village will not be able to cope with an additional 35 houses and it is important that the matter be addressed by Anglian Water before plans are put forward in the future. It was suggested that Anglian Water be invited to attend a Council meeting in the near future to discuss the current capacity of the system and if any improvements might be necessary to accommodate the discharges from the new developments. **Clerk**
- 11. Planning Applications – to discuss and vote on any new planning applications** – Revised Planning Application No 2023/074 concerning wall cladding on Hill Crest, Bunwell Hill had been considered by Councillors and no objections were raised.

**12. Council Policies** – Councillors had received updated copies of Council Policies for approval. The Standing Orders, Code of Conduct, Financial Regulations, Financial Controls, Contracts & Procurement, Financial Risk, Reserves and Freedom of Information Policies were all approved. These are now available on the PC website.

**13. Finance -**

- 13.1. Payments for February had been circulated to councillors and were agreed.  
 13.2. Cashbook balance – this was noted.  
 13.3. The Councillors agreed to the appointment of Sonya Blythe as internal auditor for the year 2022/23  
 13.4. It was also agreed that two additional Parish Councillors be approved as signatories for the PC Unity Trust Bank Account.

**14. To receive matters of importance from Councillors** – No additional matters were raised.

**15. To receive items for the next Agenda for Consideration** – to receive an update on the Police Speedwatch scheme, siting of SAM2 poles, Coronation Mugs, BHDG Consultation Report and Defib training.

**Date of next meeting** – Wednesday 1<sup>st</sup> February 2023.

**Meeting Closed 8.35pm**

<b>BARCLAYS COMMUNITY ACCOUNT</b>					
<b>BALANCE AS AT 04.01.23</b>					<b>£0.10</b>
<b>RECEIPTS THIS MONTH – UNITY TRUST CURRENT ACCOUNT</b>					
<b>BALANCE AS AT 04.01.23</b>					<b>£20,747.68</b>
<b>DATE</b>	<b>RECEIVED FROM</b>	<b>DESCRIPTION</b>	<b>ACTUAL AMOUNT</b>		
<b>BALANCE C/FWD</b>					<b>£20,747.68</b>
<b>PAYMENTS FOR APPROVAL THIS MONTH: UNITY TRUST CURRENT ACCOUNT</b>					
<b>BALANCE AS AT 04.01.23</b>					<b>£20,747.68</b>
<b>PAY TYPE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>ACTUAL AMOUNT</b>	<b>VAT</b>	<b>PAYE</b>
BACS	P Gledhill	Repairs to Roundabout	2,042.39	331.57	
BACS	Community Heartbeat	Replacement defib pads	52.80	8.80	
BACS	M Ridgwell	Jan salary & exps	305.55		64.80
		<b>Total</b>	<b>2,400.74</b>	340.37	64.80
<b>BALANCE C/FWD</b>					<b>£18,346.94</b>

**CASHBOOK BALANCE: 01.02.23**

<b>Details</b>	<b>CR</b>	<b>DR</b>	
Cash Book Balance Brought Forward (Barclays Saver A/c & Unity Bank) <b>A</b>	<b>£20,747.78</b>		
Receipts this month (see listed above) <b>B</b>			
Payments this month (listed above) <b>C</b>			<b>2,400.74</b>
Cash Book Balance Carried Forward (=A+B-C)			<b>£18,347.04</b>
<b>Barclays Savings A/c balance</b>			<b>0.10</b>
<b>Unity Balance</b>			<b>£18,346.94</b>
<b>TOTAL CASH IN BANK:</b>			<b>£18,347.04</b>