

BUNWELL PARISH COUNCIL
THE PARISH COUNCIL OFFICE, THE OLD TURNPIKE, BUNWELL, NORWICH, NR16 1SN
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MINUTES of the parish council meeting held on Wednesday 2nd February 2022 at the Village Hall, Bunwell.

Cllrs Present at the Meeting: Cllr R Smith, Cllr D Crawford and Cllr D Dickson.

Also Present: Parish Clerk, County Cllr B Duffin, District Cllr S Ridley and 12 members of the public.

MINUTES	ACTION
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- 1. To receive apologies for absence** – Cllr J Pennell sent his apologies.
- 2. Declaration of interest in items on the agenda and to consider any requests for declarations** – there were no declarations of interest or requests for declarations.
- 3. To agree the minutes of the Parish Council meeting on 5th January 2022** - The minutes of the previous meeting on 5th January 2022, pages 406-408, having previously been circulated to all members, were signed by the Chair.
- 4. Matters Arising from the Previous Minutes** - Bunwell Primary school have not been in contact with The Heartbeat Trust to arrange to fit a new defibrillator cabinet at the school. However, the defibrillator is still useable and is checked regularly.
- 5. To Consider Recruitment and Resignation of Councillors** – Cllr Crawford delayed his resignation to allow the legal business of this meeting to be completed but his position on the Parish Council will cease at the end of this meeting. Cllr Smith will continue in post until after the May meeting. Cllr Dickson continues in her position of Parish Councillor. Two residents have already completed their Co-option Application forms and they were approved to become members of the Council as from the March meeting. Two other expressions of interest were received and we await their formal application for approval at the next meeting. This will still leave 3 vacancies on the Parish Council. A resident raised the question of whether Bunwell and Carleton Rode Councils could merge. Both the County Councillor and the District Councillor were opposed to this idea as were the existing Parish Councillors, stating that this would be detrimental to the support available to residents of both parishes.
- 6. Resident's Questions** – No questions were raised but a resident gave information on the Terracycle Service offered at The Garden Cattery on Bunwell Street to collage and then sell recyclable items to raise funds for the Hallswood Animal Trust. Details are available on the Garden Cattery website.

7. To receive the District and County Councillors' Reports – District Councillor Stephen Ridley reported that at their last meeting SN Council confirmed they are doubling their efforts to become carbon neutral and increase recycling in the future. He confirmed that Government rules state that at the moment all Parish Councils must meet face-to-face and no legal decisions can be made on Zoom meetings. Although Broadland and South Norfolk Councils have amalgamated to increase efficiency and economy, no decisions have yet been made about closing any offices. A report is awaited on the various options available.

County Cllr Duffin reported that following recent budget meetings it would seem that the Council Tax for residents is likely to increase by 2.99%. Cllr Duffin reminded the Parish Council that he has grant money available to support minor highway improvements and to let him have details if required. The Free Trees scheme has closed for the time being but is likely to reopen in the future. Again, any needs should be passed on to him as soon as possible. He confirmed that the Planning Application for the Long Stratton Bypass has been sent to the Planning Dept for their decision.

- 8. To receive and discuss correspondence** – emails received included the two co-option applications mentioned above.
- 9. Highway Matters** – Cllr Duffin is working on our behalf to ensure that outstanding matters will be discussed with Adam Mayo of the Southern Area of NCC Highways Dept when he visits Bunwell in the near future.
- 10. Footpath Warden's Report** – Cllr Smith shared copies of the Definitive Map with councillors showing that NCC are responsible for the upkeep of Brick Kiln Lane and the matter will be raised with Adam Mayo when he visits.
- 11. Playground & Carpark** – Cllr Smith and Mr Gledhill have kindly agreed to continue to help with the upkeep of the playground and equipment when the weather improves.
- 12. Report received from the Bunwell Housing & Development Group (BHDG)**
Mr Gledhill reported that the Greater Norwich Local Planning consultation is now underway but there do not seem to be any problems that might affect Bunwell. A representative from the Bunwell Housing Development Group advised that the site proposal in Church Lane adjacent to Barhams Lane (South Norfolk Council reference SN5003SL) is for only one dwelling and not three as previously understood. Confusion arose as a result of the SNC Village Cluster Housing Allocation Plan, New and Revised Sites, November 2021 stating 3 units ('Approximate Units (Assumption of 25 units/Ha)'). From the outset the proposer had made it clear to the SNC Place Shaping Team that it was for just the one property, a self-build, barn-style dwelling in keeping with the surroundings. The Parish Council has advised SNC of the situation.
- 13. Planning Applications – to discuss and vote on any new planning applications** – planning applications 2022/0059, and 2022/0070 had been circulated and reviewed by all Councillors and no objections or comments had been raised.
- 14. Finance**
- 14.1.** Payments for the month had been circulated and councillors agreed to these transactions.

MINUTES

ACTION

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

14.3. Councillors agreed that Mrs Anne Barnes be appointed as the Internal Auditor to approve the year-end figures as at the 31st March, 2022.

15. To receive matters of importance from Councillors – there were no matters to raise.

16. To receive items for the next Agenda for Consideration – To confirm the appointment of new councillors.

17. Date of next meeting – Wednesday 2nd March at 7.30pm in the Village Hall.

Meeting Closed 8.45pm

BARCLAYS COMMUNITY ACCOUNT	
BALANCE AS AT 05.01.22	£0.10

RECEIPTS THIS MONTH – UNITY TRUST CURRENT ACCOUNT			
BALANCE AS AT 05.02.22			£19,009.70
DATE	RECEIVED FROM	DESCRIPTION	ACTUAL AMOUNT
BALANCE C/FWD			£19,009.70

PAYMENTS FOR APPROVAL THIS MONTH: UNITY TRUST CURRENT ACCOUNT					
BALANCE AS AT 05.02.22				£19,009.70	
PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
BACS	M Ridgwell	Jan salary & exps	242.35		48.80
BACS	Village Hall	Hall Rental Dec	27.00		
Total			£269.35		
BALANCE C/FWD				£18,740.35	

CASHBOOK BALANCE: 05.01.22

Details	CR	DR	
Cash Book Balance Brought Forward (Barclays Saver A/c & Unity Bank) A	19,009.80		
Receipts this month (see listed above) B			
Payments this month (listed above)		C	269.35
Cash Book Balance Carried Forward (=A+B-C)			18,740.35
Barclays Savings A/c balance			0.10
Unity Balance			18,740.35
TOTAL CASH IN BANK:			18,740.45