

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

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**MINUTES** of the parish council meeting held on Wednesday 3<sup>rd</sup> November 2021 at the Village Hall, Bunwell.

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

**Also Present:** Parish Clerk, County Cllr B Duffin and 2 members of the public.

**MINUTES**

**ACTION**

- 1. To receive and approve apologies for absence** – Cllr D Crawford sent his apologies which were approved. Cllr J Pennell did not attend the meeting.
- 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 6<sup>th</sup> October 2021** - The minutes of the previous meeting on 6<sup>th</sup> October 2021, pages 397-399, having previously been circulated to all members, were agreed and signed by the Chair.
- 4. Matters Arising from the Previous Minutes -**
  - 4.1.** The new defibrillator cabinets will be fitted at Bunwell and Carleton Rode Primary schools during the week commencing the 22<sup>nd</sup> November as the refit can only take place after the school day finishes.
- 5. Resident's Questions -**

A resident asked if the Parish Council could do anything about vehicles parking on the footway at Greenways. Cllr Smith said he would deliver notes to residents reminding them that this is both inconvenient and dangerous for pedestrians, especially for those with pushchairs and in wheelchairs who have to move into the roadway to negotiate the parked cars.
- 6. To receive the District and County Councillors' Reports** – County Cllr Duffin said that he had been in touch with the Highways Manager for our area who had suggested some possible dates to visit Bunwell and talk to councillors and residents about the various Highway issues in our village. Cllr Duffin will also follow up the Highway matters below to try to obtain a reply to our queries
- 7. To receive and discuss correspondence** – emails received during the previous month had been forwarded to councillors for their attention and attended to.
- 8. Highway Matters - To receive reports on:**
  - 8.1. Broken culvert on Low Common** – The Clerk said that no update had been received from Highways.
  - 8.2. Gritting Route on Mile Road** – No comment or reply had been received

**Cllr Smith/  
Clerk**

**Cllr Duffin**

from Highways

**8.3. Speeding on Turnpike** – Cllr Smith will be moving the portable sign to a site on The Turnpike shortly and speed information will be obtained from this machine to forward to the Police.

**9. Footpath Warden's Report (Cllr Smith)** – Cllr Smith reported that he has checked the definitive map and it does seem as if Highways are responsible for maintaining Brick Kiln Lane. Cllr Duffin agreed to speak to Highways on our behalf. The possibility of using some of the grant which will be available in 3 years' time from South Norfolk Council for Highways projects could be used to resurface this roadway. A resident said that unfortunately dog walkers using local footpaths are allowing their dogs to run around unrestrained. This could cause a danger to horseriders or walkers with small children. A comment will be put in the next Parish Newsletter and Cllr Smith will contact the Ramblers to see if there are any rules or regulations concerning dogs running free on public footpaths.

**Clerk  
Cllr Smith**

**10. Playground & Carpark** – Cllr Smith is meeting with Mr Gledhill soon to discuss maintenance work needed around the playground. Mr Gledhill had also arranged to erect 'No Dogs' signs around the site and the purchase of these signs was approved by the councillors present.

**Cllr Smith**

**11. Report received from the Bunwell Housing & Development Group (BHDG)** Mr Gledhill said that there is nothing to report at the moment.

**12. Planning Applications – to discuss and vote on any new planning applications** – planning applications 2021/2385 had been circulated and reviewed by all Councillors and no objections or comments had been raised.

### **13. Finance**

**13.1.** To formally approve payments for October which were circulated prior to the meeting and were unanimously approved. The payment to Mr Gledhill for signs, and reimbursement to Cllr Smith for printer ink was also approved.

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

**13.3.** Councillors had received a report detailing the spend to the end of September and no comments were received.

**13.4.** The proposed Budget for 2022/23 had also been circulated to Councillors and will be discussed and approved at the December meeting.

**14. To receive matters of importance from Councillors** – Cllr Smith said that he had been in touch with members of the Bunwell and Carleton Rode Coronavirus Support Group to invite them to attend the Village Hall prior to our next meeting to be presented with a Commemorative Plaque by Mr Ian Lonsdale, who is a Deputy Lord Lieutenant for Norfolk, to acknowledge the work they had done during the recent pandemic. The presentation will commence at 7.00pm and will be followed by our monthly meeting at approximately 7.30pm. All councillors and residents are invited to attend.

**15. To receive items for the next Agenda for Consideration** – To approve the 2022/23 Budget.

**16. Date of next meeting** – Wednesday 1<sup>st</sup> December 2021 at **7.00 pm** in the Village Hall.

Meeting Closed 8.15pm

<b>BARCLAYS COMMUNITY ACCOUNT</b>	
<b>BALANCE AS AT 06.10.21</b>	<b>£0.10</b>

<b>RECEIPTS THIS MONTH – UNITY TRUST CURRENT ACCOUNT</b>			
<b>BALANCE AS AT 06.10.21</b>			<b>£13,287.74</b>
<b>DATE</b>	<b>RECEIVED FROM</b>	<b>DESCRIPTION</b>	<b>ACTUAL AMOUNT</b>
06/10/21	South Norfolk Council	Precept	<b>6,750.00</b>
20/10/21	South Norfolk Council	CIL Payment	<b>990.48</b>
<b>BALANCE C/FWD</b>			<b>£21,028.22</b>

<b>PAYMENTS FOR APPROVAL THIS MONTH: UNITY TRUST CURRENT ACCOUNT</b>					
<b>BALANCE AS AT 06.10.21</b>				<b>£13,287.74</b>	
<b>PAY TYPE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>ACTUAL AMOUNT</b>	<b>VAT</b>	<b>PAYE</b>
BACS	P Gledhill	No Dogs Signs for Playground	44.83	7.47	
BACS	CGM Group	Playing field grasscutting	273.43	45.57	
BACS	Bunwell Village Hall	Hire of Hall, Aug & Sep	54.00		
BACS	HMRC	PAYE, Apr to Sep	292.80		292.80
BACS	M Ridgwell	Oct salary & exps	242.35		48.80
<b>TOTAL</b>			<b>907.41</b>	<b>116.81</b>	<b>48.80</b>
<b>BALANCE C/FWD</b>				<b>£12,380.33</b>	

**CASHBOOK BALANCE: 03.11.21**

<b>Details</b>	<b>CR</b>	<b>DR</b>	
Cash Book Balance Brought Forward (Barclays Saver A/c & Unity Bank) <b>A</b>	<b>£1,287.84</b>		
Receipts this month (see listed above) <b>B</b>		<b>£7,740.48</b>	
			<b>907.41</b>
			<b>20,120.91</b>
			<b>0.10</b>
			<b>20,120.81</b>
			<b>£20,120.91</b>