

# Bressingham and Fersfield Parish Council

Clerk: Mike Mortimer, Lime Tree Farmhouse, Common Road, Shelfanger, Norfolk IP22 2DR

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Summons to: All Parish Councillors

cc County Councillor, District Councillor

## Annual Meeting

Monday the 14<sup>th</sup> of May 2018 at 7.15

at The Village Hall, Bressingham

### AGENDA

- 1 Election of Chair
- 2 Apologies
- 3 Declaration of Interests
- 4 To agree the minutes of the meeting of the 9<sup>th</sup> of April 2018
- 5 Matters arising from the minutes
- 6 Report from County Councillor
- 7 Report from District Councillor
- 8 Highways
- 9 Planning  
*2018/0887 Walnut Tree Farm, Wilney Green – Erection agricultural storage building*
- 10 Finance  
To complete the annual audit
- 11 Correspondence
- 12 Community Support and Neighbourhood Watch
- 13 Remembrance Sunday
- 14 Arrange Parish Charity meeting
- 15 Delegation Scheme
- 16 Any Other Matters
- 17 Date of next meeting

\*\* Possible additional item at 6a – Highways representative on A1066 and Harvest House\*\*



Mike Mortimer  
Parish Clerk

## Bressingham and Fersfield Parish Council

### Minutes of the Meeting held on the 14<sup>th</sup> May 2018

The meeting opened at 7.15 p.m .

#### **Present**

Councillors – Chair, Mr R Hewitt, Mr K Traynier, Mr J Phillips, Mr D Hodges and Mr J Kemp. Also present were Ms M Lanchester, Mr G Lazell and the clerk Mr M Mortimer.

**1 Mr Hewitt was unanimously elected Chair.**

**2 Apologies**

Mr D Neville, Mr B Stone and Mr R Spall

**3 Declarations of Interests**

There were none

**4 To agree the minutes of the meeting of the 9<sup>th</sup> of April**

The minutes were agreed and signed.

**5 Matters arising from the minutes**

Mr Phillips explained that PC Squires was awaiting a meeting with S Norfolk to progress the Community Support plans.

Mr Hewitt thanked councillors for their responses to his Scheme of Delegation document.

Mr Kemp suggested that if planning permission was required for the PBC sign then it should be sought before purchase. Mr Traynier agreed to look into options for the sign.

Mr Hewitt thanked Mr Lazell for the success of the litter pick.

**6 Report from County Councillor**

Mr Spratt pointed out that he had been unable to get a representative from Highways to attend but that a document on the access to harvest House had been sent to the clerk. Mr Kemp asked if a plan of the junction existed and Mr Spratt directed him towards Mr Hanner at Highways.

**7 Report from District Councillor**

Mr Stone sent his apologies

**8 Highways**

Mr Hewitt reported that progress was being made on the water issue on the A1066. Mr Traynier reported a similar problem in High Road and the clerk was asked to inform Highways. Mr Kemp expressed concern about vegetation obscuring the junction at the south of School Road.

**9 Planning**

Approval was recommended for the erection of an agricultural building at Walnut Tree Farm.

**10 Finance**

A report was made available. The 2018 audit was agreed and signed.

**11 Correspondence**

Mr Hewitt pointed out that there had been no response from the Information Officer at NCC, nor from chicken farm operator at Kenninghall. The clerk was asked to write again to the Information Officer.

**12 Neighbourhood Watch and Community Support.**

Mr Phillips reported that it seemed it was not going to be possible to combine the Neighbourhood Watch and Community Support organisations. Ms Lanchester explained that whilst South Norfolk had funding available it was waiting to see developments at N Walsham where a Community Support scheme similar to the one proposed for B&F was being tried. A meeting she added was being arranged for four weeks time and Mr Kemp asked if he could attend.

**13 Remembrance Sunday**

Mr Hewitt asked for volunteers to help with preparations. Mr Traynier suggested that if there was a cost involved in maintaining the memorial then the PC should pay. Mr Phillips pointed out that there were grants available.

**14 Parish Charity meeting**

The clerk agreed to arrange a meeting for Tuesday the 22<sup>nd</sup> of May.

**15 Scheme of Delegation**

Mr Hewitt thanked those who had volunteered.

**16 Any Other matters**

Mr Traynier asked if the PC would buy a mower for the Church Field at Fersfield. Mr Hewitt felt that a bit more research was needed.

Mr Kemp raised the matter of poly tunnels at the allotments and it was agreed that Mr Kemp and Ms Lanchester produce a policy for adoption by the Allotment Association.

**17 Date of next meeting**

4th of June at St Andrew's at 7.15

**The meeting closed at 8.55**