

## **Bungay Town Council**

**Minutes of the March meeting held at the Council Chamber, Broad Street on Monday 21<sup>st</sup> March 2016 at 7.45pm.**

**Present : Cll Barnes, Cloke, Chatter, Groom, Haward, Knights, Lincoln, Paul, Prior, Reeve, Thompson and Woods.  
Cll Ritchie (SCC) and PC R Dakin and 1 member of the public.**

### **1. Apologies**

Apologies were received from the Clls Buck, Collins and O'Neill.

### **2. Declaration of office**

The Clerk reported that these had been received from Clls Buck and Lincoln.

### **3. Interests**

No interests were declared.

### **4. Minutes of the meeting of the Council held on the 15<sup>th</sup> February 2016**

These were approved and signed subject to the addition of 'not' before 'meet' in line 5 of item 8.

### **5. Public representations**

Mr S O'Neill spoke against plan DC/16/0573/FUL (2 storey dwelling. 23 Trinity St) on grounds of access, parking and adverse visual impact.

### **6. County Councillor's report**

Cll Ritchie's reported that he was disappointed about the SCC budget provision for the Library IPS but he will be pressing for more finance for this area of expenditure. He reported on consideration by the county scrutiny committee of the favourable Ofstead rating for children's services. He expressed interest in the King's Head project.

Signed.....

Date.....

**7. To receive a report on local policing matters**

PC Dakin made his last report before his move to other duties.  
Cll Groom noted that the police had not visited his premises following a report of property damage. Cll Thompson reported on anti-social car and motor-cycle use in the town centre. PC Dakin asked for these to be formally reported.  
Reference was made to the 101 service.

**8. To receive correspondence**

The following correspondence was reported:-

Ms Williams re parking dog fouling and parking problems in the Outney Rd/Scales St area.  
SCC re ongoing review to provide short stay traveller stopping sites.  
Christmas Lights thanking the Council for the donation and reporting on the 2015 Lights.  
Aviva Woman's Cycling Tour. Referred to F&GPC.  
Cll O'Neill requesting provision of additional crockery and similar equipment for the Riverside Centre. Referred to F&GPC.

**9. To receive a report from the Finance and General Purposes Committee meeting held on the 7<sup>th</sup> March 2016**

The report was received and the recommendations agreed. The question of future use of the front notice board was referred to F&GPC because the community group did not want to use this space.

**10. To consider plans received and to receive planning decisions from Waveney District Council and the Broads Authority and receive a report from the Environment & Planning Committee meeting held on 7<sup>th</sup> March 2016**

The following plans were considered:-

DC/16/1015/FUL, Miss N Meakin, construction of a single storey rear extension with timber lantern to flat roof, 21 Staithe Rd. Approval recommended.  
DC/16/0668/FUL, Ms Reilly & Ms Williams, replacement windows, The Coach House, 19 Scales St. Approval recommended.  
DC/16/0573/FUL, Mr & Mrs M Testro, construction of a new 2 storey dwelling, 23 Trinity St. Refusal recommended on the grounds of inappropriate infill, vehicle access issues, detrimental visual impact at this location and inappropriate design for location.

Signed.....  
Date.....

DC/16/0761/FUL, BH Development (Norfolk) Ltd, construction of a bungalow, 22 Annis Hill Rd. Refusal recommended on grounds of over-development.

A report of planning decisions was received. A report of the committee meeting was received.

**11. To receive a report from the Governance Committee held on 7<sup>th</sup> March 2016**

The report was received.

**12. Committee Appointments**

Cll Buck was appointed to the F&GPC and Cll Lincoln to Enviroment & Planning.

**13. Nomination to the Heritage Project team**

Clls Collins and Haward had expressed an interest in nomination. Cll Haward was nominated.

**14. Neighbourhood Development Plan Report**

A spreadsheet showing planned income and expenditure was circulated. Proposals for tranches of future expenditure would need to be agreed by the Council.

**15. Licence terms for use of the WDC Local office after 31<sup>st</sup> March 2016**

The Clerk reported on the terms and recommended agreement. This was agreed.

**16. Part Funding of feasibility study costs**

It was agreed that up to £150.00 be provided to meet this cost. It was agreed that members treat this matter as confidential.

**17. To consider an updated risk assessment report**

A copy had been distributed to all members. This was approved. Cll Prior was appointed to carry out the councillor financial review.

**18. Broads Authority signage at the Staithe**

The proposed new signage was approved.

Signed.....  
Date.....

**19. Annual Town Meeting**

It was agreed that this be held at the Riverside Centre on the evening of the 12<sup>th</sup> May.

**20. Riverside Centre Report**

There was nothing to report.

**21. Councillors' surgery report**

Cll Knights had circulated a written report. She noted that the new venue appears to be better for this purpose.

**22. To receive written reports from Council Representatives**

Written reports had been circulated.

**23. To receive reports from District Councillors**

Cll Woods reported on consideration of the parishing of Lowestoft. Cll Groom reported on attendance at 2 WDC planning meetings.

**24. Town Mayor's Report**

A written report had been distributed.

**25. Balance details and approval of payments**

The following balance details were reported:-

	£
Lloyds current account	28398.12
Lloyds instant access account	293.10
Scottish Widows account	131244.23
Total	159935.45

The following cheques were approved for payment:-

IRS Recruitment Ltd, litter pick, £495.84; Suffolk Association of Local Councils, training fee, £30.00; Bungay Printers, NDP costs, £96.00; PDQ Digital Media Solutions Ltd, bus timetable poster, £122.40; C M Stanforth, window cleaning, Riverside, £54.00.

Signed.....  
Date.....

