

MINUTES OF THE ANNUAL MEETING OF BROOKE PARISH COUNCIL HELD AT BROOKE METHODIST HALL ON MONDAY 9TH MAY 2022 AT 7.30PM

Present: Mr Spinks, Mrs Beardsell, Mr Pitelen, Mr Tobin, Mrs Brown, Mrs Hannah and Mrs Jones.

In attendance: Mrs Mason-Billig (County Councillor) and the Clerk.

1. Apologies for absence:

Mr Fuller sent his apologies.

2. Declarations of interest:

There were no declarations of interest made.

3. Election of Officers:

Chairman

Mr Spinks was proposed by Mr Pitelen. Mr Spinks was happy to stand. Mrs Hannah seconded the proposal with all present in favour. Mr Spinks was therefore elected as Chairman.

Vice-Chair

No one present was willing to stand as Vice-Chair and the position therefore remains vacant.

Tree Warden

Mrs Jones and Mrs Beardsell were proposed by Mr Spinks. They were both happy to stand. Mr Pitelen seconded the proposal with all remaining Councillors in favour and therefore Mrs Beardsell and Mrs Jones were elected as Tree Wardens.

Village Hall Committee member

Mr Tobin was proposed by Mr Spinks. Mr Tobin was happy to stand. Mr Pitelen seconded the proposal and all remaining Councillors voted in favour. Mr Tobin was therefore elected as Village Hall Committee member.

4. Minutes of meeting on 11th April 2022:

The minutes had been previously circulated and were agreed to be a true record of the meeting. The minutes were signed by the Chairman accordingly.

5. Matters arising from meeting on 11th April 2022:

5.1 Flashing speed signs

The flashing speed sign is ready to be installed. It will initially be mounted on the post on Norwich Road at the entry to the village if travelling from the South. The sign will need to be moved on a monthly basis.

5.2 Queens jubilee

The Clerk reported that the £200 grant has been approved and should be received in the next 2-3 weeks.

5.3 Meres path

The Clerk will send Mr Tobin a copy of the invoice from the initial installation of the meres path.

5.4 Benches

The Clerk will chase Mrs Mason-Billig for a decision from Highways about whether they give permission for 2 benches to be installed between the bins on the Norwich Road lay-by.

5.5 Land registration

EG Law sent forms for approval for submission to Land Registry regarding the amenity land at Brecon Road. All present agreed with the forms with an amendment regarding the post code which was incorrectly stated. There were some boxes not checked which the Clerk will point out when responding the solicitors.

5.6 Squash club

Mr Pitelen had spoken to Mr Harrison regarding the present position with the squash club. Nothing seems to have moved on, Mrs Brown is happy to liaise with Mr Harrison. Mr Tobin agreed to write an article to publish on social media to gauge the level of interest in the village to keep the club going.

5.6 Asset of Community Value

Mrs Beardsell and Mrs Brown had a meeting to look at the present position regarding the meres triangles and the possibility of registering them as an Asset of Community Value. Mrs Brown will collate the information and report back at the next meeting.

6. County Councillor's report:

Mrs Mason-Billig asked for confirmation of outstanding Highways issues needing to be addressed in Brooke. Councillors listed the following:

Footpath from Brooke to Kirstead needs siding out.

Promised new bus stop at crossroads of B1332 and Church/Mill Lane needs to be installed.

Footpath bridge on footpath 1 needs repairing.

Fallen give-way sign need reinstation at Entrance Lane.

Permission needed to install benches on Norwich Road lay-by.

The Street needs resurfacing as multiple pot hole repairs have left road surface in a poor state.

Consideration needs to be given to a cycle path from Brooke to Poringland.

Overhanging trees on boundary of Welbeck Farm need cutting back.

Mr Tobin can meet the Highways engineer on an agreed date in June.

7. Planning:

7.1 New and amended planning applications

2022/0712 – Proposed extension to existing cart shed to provide covered seating and dining area with enlarged wood store to 6, The Street.

There were no objections to the application.

2021/2391 – Appeal against refusal for the annexe at 62, High Green

The appeal was recommended for refusal as the proposal would set a dangerous precedent.

8. Public spaces:

There was nothing to discuss under public spaces not already covered elsewhere.

9. Finance:

9.1 Clerk's financial statement

The Clerk's financial statement had been circulated prior to the meeting and was accepted as a true representation of the current financial position of the Parish Council.

9.2 Cheques to be authorised

The following cheques were approved for signature:

£325.00	M Carpenter	Grass cutting
£257.18	NALC	Annual subscription
£400.00	BHIB Ltd	Annual PC insurance

9.3 Clerk's pay review

The Clerk agreed to obtain the most recent Local Government pay scales in order that her salary can be reviewed.

10. Parish Council administration:

10.1 Councillor vacancies

2 vacancies exist on the Parish Council. The post of Vice-Chair is currently unfilled.

The Clerk pointed out that currently, only 2 Councillors have received any sort of formal training. She will find out the dates for the next Councillor training from NALC and encourage all untrained Councillors to attend.

11. Dovecote:

A member of the public has advised that the owner of the property which owns the dovecote on Dovecote Place has passed away and that the Dovecote itself may become available to acquire by the Parish Council. It is a grade 2 listed building of local value and importance. The position was noted but as no approach has been made by the family held in abeyance.

12. Correspondence:

An email had been received from Anna on Brooke Primary School PTFA advising that they were intending to have a fete on the Village Hall field on 9th July and asking the Parish Council if they would like to be involved. Councillors were in support of the idea of a fete but were unsure what involvement was being requested. The Clerk will clarify.

An email had been received between meetings from Brooke WI asking for permission to hold a plant sale again on the Brecon Road amenity area on the jubilee weekend. Councillors confirmed that this was fine and the Clerk replied accordingly.

13. Items for agenda of next meeting:

Speed signs
Meres path
Benches
Land registration
Squash club
Asset of Community Value
Annual audit
Clerk's pay review
Councillor vacancies
Councillor training
St Peters Road play area
County and District Councillor reports

There being no further business, the meeting closed at 8.55pm