

Minutes of Brooke Annual Parish Meeting held at Brooke Methodist Hall on Monday 11th May 2015 at 7.30pm.

The Chairman of the Parish Council, Mr Edward Jinks welcomed the Clerk and 8 members of the Parish to the meeting.

1. PARISH COUNCIL REPORT

Mr Jinks gave his report, a copy of which is attached as an addendum to these Minutes.

The new housing development on Norwich Rd was discussed, including some concern about the apparent relocation of topsoil and subsoil from the development site onto adjoining land. The Clerk agreed to ask the developer to advise what is happening with the topsoil and subsoil generated by the new development.

2. POLICE REPORT

There were no Police representatives available to attend the meeting and they had therefore emailed the annual crime statistics to be read out on their behalf. These are attached as an addendum to the minutes.

3. DISTRICT COUNCIL REPORT

Mr Fuller (District Councillor) was unable to attend the meeting and did not submit a report.

4. BROOKE SCHOOL REPORT

Mrs Laura Reynolds gave her report as a representative from the Brooke Primary School Governors.

There are currently 125 children attending the school. The new school minibus has been a great success, it is being used for various enriching activities such as transport to sporting fixtures and to the newly set up forest school. The forest school has also been a great success, providing children with the opportunity to take part in educational activities outdoors. The school has installed new kitchens during the last year and all meals are now cooked on site using locally sourced ingredients. There has been huge take up for these school dinners with around 80-90 meals being served up daily. Mr Jinks sampled the new school meals upon invitation along with other representatives of local organisations and declared them to be excellent. As the school is a faith school, it was subject to a SIAMS inspection recently and was declared to be 'Good with outstanding features'. Plans for the building of a new school are still going ahead. Funding has been approved and a site is being discussed. The current play area in the playground has been deemed to be dangerous and is roped off. The PTFA and Governors have initiated various fund raising schemes to raise the money for new equipment. This new equipment will be moved to the new school once it is built. To date, £10,000 has already been raised. The School has made a Crowdfunder video which is now live. The target to raise from this is £3,500. The money pledged will only be received if the target is met by the deadline of 21st June 2015.

5. BROOKE HOMEWATCH REPORT

Bob Powell was unable to attend the meeting so Liz Powell read his report on his behalf:

Although Brooke is a low crime area, there were thefts from oil tanks, bicycles taken from garden sheds, articles removed from cars which had been left on display and a catalytic converter stolen from a car in Poringland.

Current Police advice is to mark all equipment in garden sheds and garages with bright paint, as well as locking the same securely with padlocks.

As the BBQ season approaches, all windows and doors should be closed and locked where appropriate when you are in your back garden – so much crime is opportunistic.

When advised by either the Police or residents of a particular crime which could be repeated, Mr Powell has put posters up around the village and in the Post Office.

Crimes in our area of South Norfolk recently include anti-social behaviour, burglary, criminal damage, theft and one drugs offence but only 2 of these occurred in or around Brooke.

As always, the number to telephone to report a crime is 101 for non-emergencies and for advice on security or to speak to our Crime Prevention Officer – Penny Turner. If you see a crime in progress or have a genuine emergency, you should ring 999.

Residents are encouraged to advise Mr Powell of any crimes after they have been reported to the police, so that he can alert the village, if appropriate.

6. VILLAGE SIGN

Mr Jinks had already covered this item within his report. A copy of the new design is attached as an addendum to this report.

7. MINUTES OF LAST ANNUAL PARISH MEETING 14TH APRIL 2014

The minutes of the last annual meeting were circulated and agreed to be a true record by all those present. The Chairman signed the minutes accordingly.

8. MATTERS ARISING

There were no matters arising.

9. OPEN FORUM

Mr Mears thanked members of the public for their support for the last South Norfolk Players production 'Confusions' which was a great success. There will be a new production in October 2015.

There being no further business, the meeting closed at 8.20pm.

Brooke Annual Parish Meeting 11 May 2015

Parish Council Report

Meetings during 2014/5

- 6 full Parish Council meetings
- 2 site planning meetings
- 2 working parties (Meres and village sign area)

Parish Council membership

Some changes since the last APM

Sandra Meaden was co-opted but resigned late last year

Paul Marris was co-opted in Jan 2015 to take us back up to our full compliment of 9

All PC members were up for election in May 2015, but an election was not needed

Two PC members have decided to stand down

- John Ash - PC member since 2003
- Keith Joad - PC member since March 2009

8 people were nominated, as follows:

- o Me
- o Dave Sanford
- o Liz Powell
- o Steve Mears
- o Ken Warman
- o Roma Beardsell
- o Paul Marris
- o David Harrison

all were successful

One vacancy remains

Laura Snowden remains the Brooke School Community governor

Maurice Land carried out the PC audit again in 2014 - he was satisfied with the figures and the PC's procedures, and that all necessary safeguards are in place

Mazars carried out the formal audit, which confirmed no issues or actions needed

Matter arising from the last APM - None

My report is split into three parts

- Planning
- Public spaces and events
- Finance

Planning

Planning applications

- 25 in 2014/15
 - o 20 (80%) recommended for approval (74% last year)
 - o 5 recommended for refusal
 - 6 The Street (out of scale with existing building)
 - 15 The Street (roof terrace)
 - 49 High Green (High Green Farm) - see below
 - Brooke House (biomass boiler)
 - Mereside/Hunstead Lane - see below
- 19 in 2013/14
- 18 in 2012/13
- 22 in 2011/12

81 High Green - investigations made about the building works in the rear garden. SNC advised that it is a stable and tack room which does not require p/p

Local Development Framework (the new Local Plan)

- PC made various comments during the LDF process
 - o No more than 20 new dwellings to be allocated
 - o current development boundary to be maintained
 - o scale and character of Brooke must be protected
 - o Brooke has limited infrastructure and services
 - o no new development in open countryside

Document published by SNP included:

- three recommended sites for new housing
 - two on Norwich Rd
 - one at High Green Farm
- Employment land at Howe pits
 - PC commented that any new development must not:
 - o be visible from the south
 - o adversely impact nearby houses
- Two previously suggested “alternative” sites for new housing were not included in the published document:
 - High Green/Astley Cooper Place
 - Hunstead Lane/Mereside

Three planning applications linked to the South Norfolk Local Development Framework

- Norwich Rd - 12 dwellings
 - o PC recommended refusal on several points of detail
 - o some were reflected in the approved scheme
 - o houses under construction
 - o the developer attended the PC meeting in Nov 2014 - the development is due to complete in Nov 2015
 - o the 30mph speed limit will be extended northwards
 - o the PC has no power to influence the marketing name for this development, which is "Kings Meadow"
 - o research by Ken Warman has revealed that the field was historically known as Kings Head field

- Land south of Mereside/Hunstead Lane – 17 dwellings
 - o not in the proposed new village development boundary
 - o PC unhappy with the principle of developing this site, recommended refusal on various grounds
 - o appeal outstanding

- High Green Farm
 - PC recommended refusal due to over-development
 - P/A has been withdrawn

Public spaces and events

Meres

- Working party 18 April
 - o a good turnout - 10 volunteers
 - o refreshments by Liz Powell
 - o Thanks to all helpers

The path between the Meres has been re-surfaced by a contractor (with funds from the BT wayleave receipt)

Tree survey

Survey completed by Simon Aylmer

There are no trees in a dangerous condition, but two were recommended for felling

Village sign area

Working party held on 28 June to cut back overgrown vegetation

PC has asked NCC to replace the public footpaths sign, situated opposite the village sign area, which is in poor repair and has become unsightly

Norwich Rd lay by

Cutting back done by NCC

Fly-tipped concrete removed by SNC

Litter bin reinstated by PC

Parish Council land ownership

- PC owns six pieces of land and leases one other
- Five have been successfully registered
 - o Dovecote Close
 - o East Mere
 - o St Peters Road Play Area lease
 - o Village sign area
 - o Bus shelter
- Ongoing work with the Land Registry to register the remainder
 - o West Mere
 - o Brecon Rd
 - Land registry think the land is still owned by Pointer Builders, but it is not clear whether or not the company still exists
 - We are trying to contact the solicitor who is believed to have acted for Pointers, but so far without success

Village sign

- PC has been working on a design for the replacement village sign for a couple of years - it is in very poor condition and requires replacing
- PC competition for design ideas (reported in the Parish magazine) received three submissions (displayed at APM in 2013)
- Submission by Jane Mears was accepted
- Detailed design worked on with Harry Stebbings Workshop
- The final design was featured in a recent Parish Magazine, and is on display tonight
- the sign is being made now

Maintenance of village furniture

- The village furniture is in need of maintenance/re-treating
- PC has been unable to find a volunteer prepared to do this for no charge
- PC has appointed a contractor to do the maintenance

Grass cutting

- PC has had continuing problems with the performance of the contractors, who have not been cutting to the required standards, particularly at St Peters Rd play area
- John Ash and Keith Joad have met contractors on several occasions, which has resulted in an improved service
- we will be monitoring their performance during this year's growing season

Anglian Water

- AW offered £1,000 compensation for each community following the loss of water supply late last year (in addition to the £20 for each household)
- it was agreed that the £1,000 compensation should go to the Scout Hut refurbishment project

Super-fast broadband

- New BT cabinet has been installed at the Meres
- Super-fast Broadband is now available in most of Brooke
- Wayleave agreement signed, £750 income to PC

Finances

2014/5 (copies of the accounts are on your seats)

- Start of year £2,400 excluding reserves
- PC budget was £11,000, to be funded by :
 - PC precept £10,255
 - Government grant (via SNC) £745
- carry forward was around £3,300
- £750 income from BT way leave
- Reserves of £16,650 for expected expenditure on:
 - o village hall grant
 - o village sign
 - o village furniture
 - o Meres works e.g. dredging
 - o tree surgery
 - o small grants
 - o clerk's laptop
- Expenditure included grants and donations of £2,250 (PCC grass cutting grants, Playpark Committee)

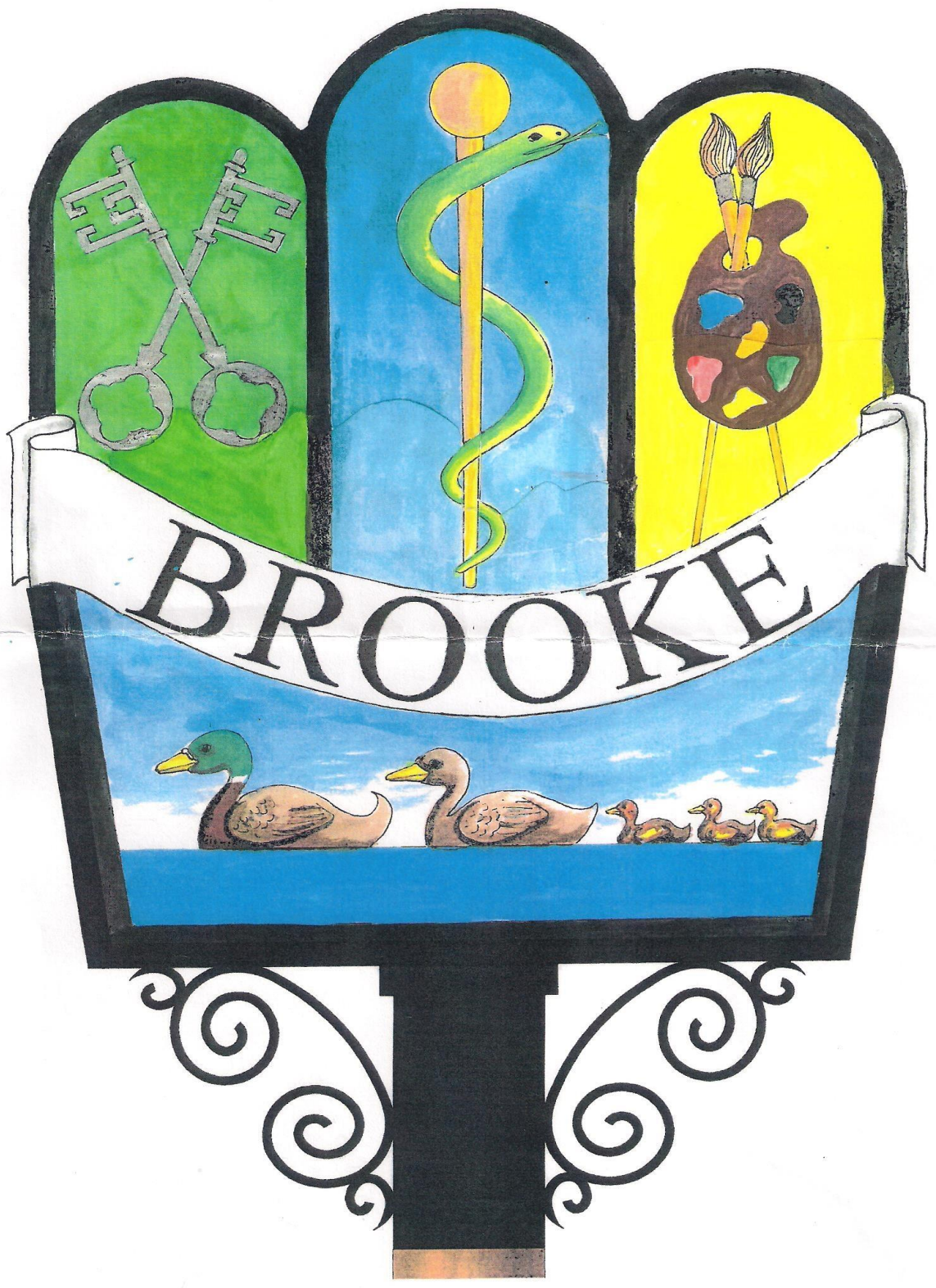
2015/16

- PC budget £10,900 to be funded by :
 - PC precept £10,255
 - Government grant (via SNC) £645
- Council Tax bill for a Band D property:
 - o Total bill £1,504.66 (£1,500.69 last year)
 - o Brooke precept £20.11 (£20.19 last year)
- Brooke precept is 0.4% less than in 2013/14

Thanks

- John Ash for his role as vice-chairman

- Keith Joad as St Peters Rd Play Area representative
 - Ken Warman for his role as internal auditor
 - Roma Beardsell for her role as tree warden
 - All other members of PC
 - 10 helpers at the Meres Working party
 - John Fuller (SNC)
 - Roy Ford - water bailiff
 - Maurice Land - external auditor
 - Di Marshall for maintaining the village sign area
 - Dave Sanford, Ray Battershall and Mike Winslade for litter picking activities
 - Mr Bowgen for taking over his wife's role in cleaning the bus shelter
 - Jo Andrews for her diligence in carrying out the role of Parish Clerk
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- Adrian Gunson (NCC since 1970)



BROOKE

