

**MINUTES OF BROOKE PARISH COUNCIL HELD AT 7.30PM ON MONDAY 16TH SEPTEMBER 2019 AT
BROOKE METHODIST CHURCH**

Present: Mr Haycox (Chairman), Mr Harrison (Vice-Chair), Mr Tobin, Mrs Beardsell, Mrs Meadows, Mrs Jones, Mr Spinks, Mr Gibson, Mr Pitelen and Mrs Andrews (Clerk)

In Attendance: Mrs Patel (Chair of Brooke Playpark Committee) and 4 members of the public.

1. Apologies:

Apologies were received from Mr Fuller (District Councillor) and Mr Stone (County Councillor).

2. Declarations of Interest:

Mr Tobin declared an interest in Agenda item 5.1 regarding planning application number 2019/1704.

3. Minutes of meeting 22nd July 2019:

The minutes had been previously circulated to all Councillors, having amended a slight typographical error, they were agreed to be a true record and duly signed by Mr Haycox.

4. Matters arising from meeting 22nd July 2019:

4.1 Playpark

Mrs Patel gave her report, which is attached as an addendum to the minutes.

The new play area would be aimed at pre-school to 14 years. Mr Tobin suggested that when the new play area is installed, the committee asks for an insurance backed guarantee as the previous equipment only had a company guarantee which offered no protection when the company went bust.

Mrs Patel requested a grant of £1250. Mr Tobin proposed that that sum is ring-fenced at this stage. Mr Harrison seconded the proposal with all present in favour.

4.2 Bus stops and service

Mrs Meadows advised that both Mr Stone and County Council Highways have reported that there are no funds available for a new bus stop. Because there is no existing lay-by, the cost of installing one would be considerable. Mr Haycox considers that the Parish Council should still push for one, particularly as this stop is used by the school bus as well. He suggested that Mrs Meadows also contacts our MP – Richard Bacon. All Councillors were in agreement.

With regard to the reduced bus service, Mrs Meadows was awaiting a promised phone call from Mr Rankin of First Buses to discuss an improved service. Again, Mr Haycox suggested that she goes to our MP. She is also considering a petition or residents pressure group. A member of the public reported that First Buses drivers were refusing to stop at locations where there has historically always been a bus stop. Drivers are stating that there is no recognised stop. Mr Tobin suggested that a notice goes in the parish magazine showing where the stops are so that residents can show it to drivers to support their requests.

4.3 Meres

Finger posts

Mr Tobin has booked a contractor to carry out the works to the finger posts. The wooden directional signs will be missing for a few days whilst work is carried out.

New bench/noticeboard

The Adrian Gunson memorial fund now contains £112. Votes were taken as to whether to put the funds towards a new bench or a noticeboard. With 3 voting in favour of the former, 4 in favour of the latter and 1 abstaining.

Fallen trees

Mr Pitelen has removed most of the fallen trees with help from Steve and Christine Jones and Chris Stevens. The remaining fallen trees will be removed shortly. Grateful thanks were given to them for carrying out this potentially expensive work for free, also to Ben Burgess for supplying the equipment. Standing dead trees to be removed once permission has been granted by SNDC. The Clerk will obtain permission. Mr Pitelen is compiling a list of tasks for the working party. Mr Haycox will provide refreshments.

Management plan

Mr Pitelen has obtained a quote from a contractor of £1000 to dredge the meres of matter that has built up over time. The Clerk pointed out that 3 quotes must be obtained for any works exceeding the cost of £500 as stated in the standing orders. Mr Pitelen will obtain 2 more. The possibility of sinking a bore hole to extract ground water was explored but is cost prohibitive at £11,000 + VAT. Mr Harrison proposed that dredging works should be carried out at a cost of £1000 or less once all quotes are received. Mr Pitelen seconded the proposal with 7 Councillors in favour and 1 abstaining.

5. Planning:

5.1 New and amended planning applications.

2019/1704 – Proposed 2 storey rear extension, together with internal and external alterations at 11A, The Street.

The application was recommended for approval.

2019/1667 – Proposed details for condition 2 of 2018/2547 - to change layout and fenestration to plot 2 at land north of Howe Lane

The application was recommended for approval.

2019/1495 – Proposed 2 storey extension to front of dwelling with integral garage at 91, The Street

The application was recommended for approval.

5.2 Development

The draft Local Development Plan will be out at the end of this month, before the next Parish Council meeting. Mr Fuller will attend the next meeting to discuss.

5.3 TPO application -99, The Street

Councillors supported the application.

6. District and County Councillors reports:

Neither the District, or County Councillors were available to attend the meeting. Councillors expressed disappointment that no report was forwarded to be read out in their absence.

7. School Governor report:

Mr Hankinson, Chair of Governors was unable to attend the meeting but emailed his report as follows:

- Delighted to report that the total Roll for 2019 stands at 105 - slightly ahead of expectations
- The Mens Shed have been working on various projects with the school for the benefit of the children, and we would like to say a huge thank you to them. Awesome work!
- The school has launched a non-compulsory 8.30am start for those children who want to further develop their love of writing. It has been a great success so far, and we would like to thank the Teaching Assistants as well as all other staff, for all their hard work in enabling this to happen
- We are taking part in the Aldi Kit for Schools programme, so would welcome any stickers that you might have available
- We would love those of you who can join us to come to the Harvest festival at St Peters at 9.30 on 14th October.

8. Kings Head:

Mr Haycox is looking into ownership of the Kings Head and plans going forward. The 'Asset of community value' status remains in place until 2021.

9. CPRE membership:

Mr Haycox had forwarded Councillors details of the CPRE and had asked them to consider whether they thought the Parish Council should become members. A vote was taken with 2 in favour of joining and 7 against. It was therefore agreed not to join at this time.

10. St Peters Road play area:

A member of the public had made a complaint about the edges of the play area not being cut. The Clerk advised that the grass cutting contract states that the area should be cut right to the edges. The edges are now very overgrown. Mr Tobin suggested that a working party should cut the area back and then Clinks Care Farm should make sure that they keep it clear thereafter. Mr Spinks agreed to organise this.

A member of the public had emailed to ask the PC to erect 'no dogs' signs on the play area. Councillors discussed the request and concluded that most dog owners using the area were very responsible, dog mess is not an issue and dogs are generally well behaved. It would be a shame to ban people from enjoying the area with their dogs. Councillors agreed to source some signs reading 'Please keep dogs under control' and 'clean up after your dog'.

11. Speed limits:

Following public complaints about speeding, Mr Haycox had borrowed speed measuring equipment from the Police but had failed to generate enough interest in volunteers manning the equipment. He had therefore returned it to the Police.

12. Public toilet:

This item was deferred.

13. Parish Partnership Scheme:

Possibilities for projects to be part funded by the PPS were discussed. The Clerk advised that Seething PC have just installed flashing speed signs part funded by the scheme. Mr Tobin will look into these as a possibility. The Clerk will put him in touch with the person who managed the project in Seething.

14. Brooke Industrial Park:

Following a complaint from a member of the public, the Clerk had reported (to Highways) the advertising signs at the entrance to the industrial park which are restricting visibility and contravening regulations. She had also reported the signs at the junction of High Green with the B1332 for the same reason.

There had also been a complaint about a large advertising sign mounted on a trailer parked on private land to the North of the village. This contravenes planning regulations. The Clerk reported this to the enforcement officer at South Norfolk Council planning department.

15. Community Land Trust:

Mrs Meadows and Mr Haycox had attended a meeting at SNDC regarding setting up a Community Land Trust. Mr Haycox had forwarded information to Councillors. This would involve a lot of work and it was decided that there was insufficient appetite to do it.

16. Neighbourhood Development Plan:

At the last meeting, Mr Haycox asked all Councillors to consider the pros and cons of creating a Neighbourhood Development Plan. One advantage to having a NDP would be a greater share of the CIL monies received on any new development, however having a NDP does not protect against development and is a very costly and time consuming endeavour. The matter was debated and Mrs Meadows proposed that the PC does set up a NDP with 3 votes for and 6 against. The motion therefore did not carry.

The Clerk had received an email from a member of the public asking for an update with regards to the PC's position on having a NDP. She will therefore reply accordingly.

17. Finance:

17.1 Clerk's financial statement

The Clerk had circulated an overview of the Parish Council finances prior to the meeting.

17.2 Cheques to be authorised

The following cheques were approved for payment and signed accordingly:

£10.00	Brooke Methodist Church	Hall hire
£41.23	D Harrison	Reimbursement of expenses re: noticeboards

17.3 Budget 2020/21

Mr Haycox raised concern at the PC's very low budget and asked Councillors to be thinking about the precept for 2020/21 and budgeting for expenditure going forward.

17.4 Play Park grant request

This item was discussed earlier in the meeting.

18. Parish Council Administration:

18.1 Communications policy

This item was deferred.

18.2 Activity ideas and ownership proposals

Mrs Beardsell has taken responsibility for matters related to village footpaths. She is meeting with Jody, the footpaths officer at Highways to discuss finger posts, bridges etc and also about reinstating existing footpaths which have become lost over time. She will provide an update at the next meeting.

18.3 Councillor training

Mr Haycox is arranging training with NALC.

19. Correspondence:

An email had been received from a member of the public concerns about the water levels in the meres. Mr Pitelen will contact him to discuss.

Mr Spinks asked the Clerk to report the footpath from Brooke to Kirstead to Highways as it has become overgrown and needs siding out.

Mrs Beardsell reported that a hedge is overhanging the highway from a property at the Shotesham end of High Green. She will send the Clerk details so she can contact the homeowner.

20. Items for Agenda of next meeting 28th October 2019:

Play park
 Bus stops and service
 Meres - Finger posts
 New bench/noticeboard
 Fallen trees
 Public spaces - footpaths
 Development
 Communications policy
 Activity ideas and ownership
 Parish Partnership Scheme

There being no further business, the meeting closed at 9.45pm

Brooke Playpark Report for Brook Parish Council September 2019

Funding Update

Parish Council	£5,000	Successful
Ben Burgess	£1,000	Successful
JR Construction	£150	Successful
Online giving	£50	Successful
Townlands Trust	£500	Successful
Aviva Community Fund	£1,000	Successful
Parish Council 2019/20 support	£1,250	Pending
Community Action Fund	£15,000	September 2019
Tarmac Landfill fund	£15,000	December 2019
Adnams Charity	£2,500	November 2019
Big Lottery Awards for All	£10,000	November 2019
Geoffrey Watling	TBC	
Total	£51,450	

Secured: £7,700 (15%)

Pending funding: £43,750

Family Fun Afternoon

As a way to meet residents in the village and share our plans, as well as raise funds, we are hosting a family fun afternoon on Saturday 28 September, 2pm – 4pm at Brooke Village Hall. We have received brilliant support from local businesses for the raffle, as well as organisations/businesses to host activities.

The event includes:

Smoothie Bike – offered from South Norfolk Council

Smoothie ingredients by Tesco

Giant Games – offered by Broadland Council

Rocket Making with Norwich Astronomical Society

Doodle Club art activity with a local village resident

Family portraits by a local village resident/professional photographer

Tea and cake – lots of volunteer bakers and Tesco providing supplies and a volunteer to make the drinks.

The committee hope that you can join us and also spread the word.