

**MINUTES OF OUTDOOR BROOKE PARISH COUNCIL HELD AT 6.30PM ON MONDAY 7TH
SEPTEMBER 2020 AT BROOKE PLAYING FIELDS**

This meeting took place during the Covid 19 Pandemic and therefore took place outdoors with Councillors and members of the public providing their own seating and maintaining a distance of 2 metres from each other in line with Government guidelines.

Present: Mr Harrison (Acting-Chair), Mr Spinks, Mr Pitelen, Mr Tobin, Mrs Jones, Mr Barmby, Mrs Beardsell and Mr Fuller (District Councillor)

In Attendance: Jo Andrews (Clerk)

1. Apologies:

Apologies were received from Mr Long, Mr Gibson and Mr Stone (County Councillor)

2. Declarations of Interest:

Mr Tobin declared an interest in item 5.1 on the agenda regarding application number 2020/0714.

3. Minutes of meeting 13th July 2020:

The minutes had been previously circulated to all Councillors, they were agreed to be a true record and duly signed by Mr Harrison.

4. Matters arising from meeting 13th July 2020:

4.1 Flashing speed signs

Confirmation has been received from Linda McDermott at South Norfolk Council that the Parish Council's bid for match funding for installation of flashing speed signs has been granted. Mr Tobin will contact Westcotec to ask them to go ahead as per their quote of £3250 + VAT. 50% of the cost will be met by the PPS grant and 50% from the CIL fund held in reserves.

4.2 Adrian Gunson memorial noticeboard

Mens Shed had quoted for materials at £470 but Mr Tobin is able to source them for £340 + VAT. Mens Shed do not quote for labour but ask for a donation. All agreed that a donation of £100 would be appropriate. Mrs Beardsell will check with Henry from Mens Shed that they are happy to go ahead on the basis of a donation of £100 with Mr Tobin to source the timber.

4.3 Village map board

Mrs Beardsell has spoken to a company called Pear Technology who can produce a replacement village map on plastic board for £85 per hour plus materials. They can

include whatever the PC wants to go on the map, such as footpaths, bridleways, information about the village etc. The Clerk suggested that the dog bins are marked on the map. Mrs Bearsell will go back to Pear Technology and get a firm quote for a map showing the footpaths, bridleways and dog bins.

5. Planning:

5.1 New and amended planning applications.

2020/0714 – Proposed engineering works for the creation of a drainage swale relating to planning approval 2014/2041 at site of 49, High Green

This application was considered between meetings and a response of ‘no comments’ was returned by majority view.

2020/1377 and 2020/1350 – Variation of condition 2 of 2020/0464 – The Kings Head PH, 6, Norwich Road

This application was considered between meetings and recommended for approval

2020/1482 – Conversion of outbuilding with associated alterations to form holiday let accommodation at outbuilding at Mill Farm, Mill Lane

This application was considered between meetings and a response of ‘no objections’ was returned.

5.2 Premises licence application for 17, Norwich Road

There were no objections to this application

6. Public spaces:

6.1 St Peters Road play area

The bin at the play area is damaged. A replacement would be in the region of £150. Mr Harrison proposed that we go ahead with replacement to be funded from CIL funds. Mr Spinks seconded the proposal with all in favour. Mr Tobin will order one to be invoiced to the Parish Council.

The bin at Brecon Road amenity area is also damaged but due to its design, can be repaired. Mr Tobin volunteered to repair it.

6.2 New benches

The Clerk will get some quotes for picnic style benches for St Peters Road play area, the Brecon Road amenity area and the meres in both wooden and recycled plastic materials.

6.3 Trees and hedges

There are leylandi hedges overhanging Hunstead Lane at number 7. Mr Harrison has spoken to the owner who will get them cut.

The hedges at the boundary of the Baptist Chapel on High Green are overhanging. The Chapel is vacant and for sale. Mr Pitelen volunteered to cut back the overhanging growth.

The new owners of number 12, High Green have raised concerns regarding the overhanging canopy of the trees from the Brecon Road amenity area. Mrs Beardsell has arranged to inspect them.

Mr Pitelen suggested that an up to date tree survey should be carried out of all the PC owned trees in the village as the last one was done in 2014. The Clerk will contact Simon Aylmer to see if he is willing to carry out an updated survey.

7. District Councillor report:

Mr Fuller gave his report, summarised as follows:

Norfolk was put on the Covid 19 watch list last week but this is largely due to an outbreak at Banham Poultry. Staff are being track and traced.

The Local Development Plan has been shelved pending new proposals being published in the new year. Planning legislation will completely change. Councils will be told how many new houses are needed in that area and they will decide where they should go. It is likely to be the case that new settlements are created with their own transport links.

£30,000,000 in Covid 19 grants have been given in South Norfolk.

All refuse collections have taken place during the lockdown period.

8. Finance:

8.1 Clerk's financial statement

The Clerk's financial statement was circulated.

8.2 Brooke Play Park Committee grant request

The Play Park Committee has requested a grant for the 2020-21 financial year. The annual grant is normally £1250 but in the 2019-20 financial year, an overpayment of £409.46 was made in connection with a grant made by Tarmac for provision of the new play area. It was agreed at the time that the overpayment would be adjusted this year. The balance therefore is £840.54. Mr Sprinks proposed that a grant be paid for the 2020-21 year of £840.54. Mr Pitelen seconded the proposal with all present in agreement.

8.3 Cheques to be authorised

The following cheques were approved and signed accordingly:

£225.00	D Laskey	Grass cutting
£29.98	D Harrison	Reimbursement of expenses
£50.00	J Andrews	Petty cash
£840.54	Brooke Play Park Committee	Grant

9. Parish Council administration:

It was agreed that the next meeting would take place on 19th October with a date, time and location to be advertised nearer the time depending on Covid 19 regulations at that time.

The next Parish magazine copy date is 10th September. It was agreed that the date for the next meeting would be published, along with an advert for the meres working party which will take place on 24th October at 9.30am. Social distancing rules will apply.

Mrs Jones had been approached by a resident and asked about planting a memorial tree. Mrs Jones also asked whether the Parish Council could purchase a piece of land for this and other memorials to go on. Councillors asked her to make enquiries with land owners.

10. Items for agenda of next meeting:

Meeting venue
Election of Chairman
Election of Vice-Chairman

There being no further business, the meeting closed at 8.00pm