

**MINUTES OF THE MEETING OF BROOKE PARISH COUNCIL HELD AT BROOKE METHODIST HALL ON
MONDAY 28TH NOVEMBER 2022 AT 7.30PM**

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

In attendance: The Clerk, Kay Mason-Billig (County Councillor).

Absent: Mr Fuller (District Councillor)

1. Apologies for absence:

Mrs Hannah sent her apologies.

2. Declarations of interest:

Mr Tobin declared an interest in item 6.1 with regard to planning application number 2022/2143.

3. Minutes of meeting on 17th October 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.

4. Matters arising from meeting on 17th October 2022:

4.1 Flashing speed signs

Mr Newman has supplied an android phone for retrieval of data from the flashing speed sign. Mr Tobin will feed back the data once it has been retrieved. Westcotec have supplied a new battery to replace the faulty one free of charge.

4.2 Meres

Mr Pitelen has drafted a proposal for the meres management group which he emailed to all Councillors. A copy is attached to the minutes. The Clerk will check that the Parish Council insurance covers the group's liabilities.

4.3 Benches

Mr Tobin will inspect the bench at the end of the east mere to consider whether it should be repaired or replaced.

Installation of benches on the Norwich Road lay-by was discussed at the recent Highways meeting between Parish Councillors, Mrs Mason-Billig and Gary Overton (Highways engineer). Mr Overton felt that there would be no objection but required a written request which the Clerk would send.

4.4 Land registration

Mrs Brown had nothing new to report.

4.5 Squash club

Mrs Brown has written to Foster Solicitors to advise that the Parish Council does not wish to take over ownership of the squash club and asking for their invoice for work carried out to date. They have not yet responded.

4.6 Asset of Community Value

Mrs Brown reported that having submitted an application to register the meres triangle as an asset of community value, South Norfolk Council has advised that they are unable to consider the application as the ownership of the triangle is unclear.

Mrs Beardsell has spoken to Ben Appleby, the SNDC Conservation and Tree officer who has agreed to place a TPO on the Horse Chestnut tree (the noticeboard tree) which will give some protection against development of land surrounding the tree as this would be considered dangerous to the root system. This area would include the triangle.

4.7 Electric charging points

There is no update.

5. County and District Councillor's reports:

Mrs Mason-Billig gave her report, summarised as follows:

The village walk around with Councillors and Mr Overland was useful. She requested that the Clerk puts each action required in a separate email to Mr Overton so that nothing is missed. Councillors expressed frustration that there is now no funding for the promised bus stop at the junction of Mill Lane and the B1332 as it was promised by Mr Stone to be in place by September 2021. The Clerk will check whether the promise was made in writing. Mrs Mason-Billig advised that the bus stop would have to be costed out. There is a possibility of 50% funding through the Parish Partnership Scheme.

With regard to Avian Flu – people are advised to keep dogs on leads, not to touch dead or sick birds, report dead birds to Defra and not to feed wild birds so as to discourage birds congregating.

Libraries will be open as warm spaces with hot drinks provided and warm bags available for those in need, The warm bags will contain warm clothing, blankets etc.

South Norfolk Council is now installed in Thorpe Lodge with Broadland DC awaiting their move to new premises. The Long Stratton site is now vacant and being marketed. As a result of the savings made, they are committed to freeze Council tax for the next financial year.

6. Planning:

6.1 New and amended planning applications

2022/1842 – Proposed erection of garden summer house at 57, The Street

There were no objections to the application.

2022/2043/2044 – Proposal to regularise works not in accordance with planning permission 1994/1048 and erect new store and summerhouse at The Old School House, 4 High Green

There were no objections to these applications.

2022/2143 – Proposed rear single storey extension to Davaar, 31 Norwich Road

There were no objections to the application.

6.1 Neighbourhood Plan

Mr Newman suggested that the PC looks in to creating a Neighbourhood Plan. Mrs Mason-Billig advised that a Neighbourhood Plan gives Parishes more say over what sort of development they want, where it should go etc. She advised that usually a separate group or committee would do the work and run it past the PC rather than the PC undertaking the additional work and burden. There is funding available. Mr Spinks stated that he understands from other Parishes that creating a NP opens the door to more development and does not think it would be a good idea. Mrs Mason-Billig suggested that the PC speaks to other villages who have one to get their advice. Mr Newman will find out who has one and will send a list of like sized villages that could be consulted.

7. Public Spaces:

7.1 Trees and hedges

Mrs Beardsell reported that she and Mrs Jones have acquired 100 mixed hedging whips which they will plant. She has a further £400 grant received from District Council which will pay for a further 350 plants and a water container which can be mounted on her trailer. These plants and funds are not related to the Parish Council but are allocated to the tree wardens.

7.2 Highways

Mr Tobin reported as follows regarding the village walkaround with Kay Mason-Billig and Gary Overland:

Brooke End bus stop

Highways will not pay for a hardstanding or bus stop. There is the potential to obtain 50% needed from Highways to install it. Furthermore, due to the location, Highways would need to install the base, paths etc. Gary is going to make enquiries to obtain permission and Mr Tobin will contact Westcotec (in the first instance) to obtain quotes for bus shelters.

Mr Overland will also provide an estimate for the base work. With permission in principle granted and costs to hand, the PC can then decide whether to proceed or not.

Lay-by benches

An application needs to be made on line to obtain permission and Mr Overland indicated Highways would not object if an application were to be made. Based on the location, as in off the main highway, the PC are permitted to carry out the base work.

Speed limit between Cricket Club and Brooke End

Mr Overland informed that there is next to no chance of changing the speed limit between the Cricket Club and Brooke End. Even with a few driveways and the crossroads with an awkward visual when coming out of Church Lane. It seems to be the opinion of Highways that it is not built up enough to warrant a reduction in speed.

Overgrown paths – Cricket club, Methodist Church, Lay-by to The Dove PH

An online application would need to be made to remove the growth over or side out any path.

Blocked gully on The Street

John Ash reported an impassable flood outside of 99 The Street yesterday. After some

fair rain last night and today there is no water pooling there today. This should be reported if the problem persists.

Coniston Road sign

The nearly illegible "Coniston Road" sign is a District issue and not highways. Mr Tobin will speak to John Fuller (and copy Mrs Mason-Billig in) to see if this can be addressed.

Road Closed signs on Hunstead Lane

Kay and Gary noted the left signs at the middle of the Meres and will seek to have them removed.

30mph repeater sign outside Brooke Church

The 30mph repeater outside of Brooke Church is wonky and the post is insecure. Mr Overland will organise for this to be rectified.

30mph repeater signs between Village Hall and end of 30mph zone

The lack of 30mph repeaters from the Village Hall to the North side of the main road was noted and we await a response from Mr Overland as to whether this can be rectified.

Mrs Mason-Billig recommended that the Clerk writes to Mr Overland separately on each of these items to ensure that action is taken.

8. Finance:

8.1 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.

8.2 Cheques to be authorised

The following cheques were approved for signature:

£10.00	Brooke Methodist Church	Hall hire
£325.00	M Carpenter	Grass cutting (October)
£47.36	L Pitelen	Fuel and oil for meres working party

9. Parish Council administration:

9.1 Councillor training

Councillors are yet to undertake training. Mr Newman and Mrs Jones are keen to attend. There are sufficient funds in the training budget for another councillor to attend in addition.

9.2 Cheque signatories

Mr Spinks will drop the completed forms to the Clerk for him to be added as a signatory.

10. Correspondence:

An email has been received from Mr Stowers to advise that he has appointed contractors to remove the broken tree branch which has fallen from his tree in to St Peters Road play area as well as to carry out some other tree maintenance works. They are waiting for permission from SNDC.

11. Items for agenda and date of next meeting

Speed signs

Benches

Land registration

Electric charging points

Councillor training

Precept

Neighbourhood Plan

There being no further business, the meeting closed at 9.30pm