

**MINUTES OF MEETING OF BROOKE PARISH COUNCIL HELD AT BROOKE METHODIST HALL ON 12TH
FEBRUARY 2024**

Present: Dr Newman (Chairman), Mr Wilson (Vice-Chairman), Mrs Beardsell, Mr Tobin, Mrs Hannah and Mrs Jones.

In attendance: The Clerk and 3 members of the public.

1. Apologies for absence:

Mr Mott, Mr Spinks and Mrs Brown sent their apologies.

Dr Newman advised that Mrs Brown has announced that she would like to step down from the Parish Council with immediate effect. Councillors will miss her valuable contributions and wished to express thanks for all her hard work as a Parish Councillor. The Clerk will notify SNDC that a vacancy exists and follow the correct procedure to advertise the position.

2. Declarations of interest:

There were no declarations of interest made.

3. Minutes of meeting on 18th December 2023:

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 meetings on 18th December 2023:

Mr Tobin reported that he had conveyed the Parish Council's proposal with regard to the Village Hall grant request at the last Village Hall Committee meeting. The Clerk will email David Harrison (VHC Chairman) to clarify the proposal formally.

Marcus Carpenter had quoted £5500 for the 2024 grass cutting contract which is an increase of £1800. The schedule of works does not appear to include maintenance of the village sign area which the Clerk requested a quote for in July. It does include more regular cuts to the waters edge at the meres. It was agreed that the Clerk would go back to Marcus and ask for clarification as to whether the village sign area is included.

5. County and District Councillor's report:

Neither the County or District Councillor were able to attend the meeting and had not sent a report.

6. Planning:

6.1 New and amended planning applications

2023/3122 – Proposed installation of double-sided, non-illuminated free standing sign at Brooke Lodge, Norwich Road.

This application was considered between meetings and there were no objections to the proposal.

2024/0098 – Proposed demolish existing garage and single storey utility. Rebuild new 2 storey extensions with alterations and new triple detached garage at 4, Hunstead Lane.

There were no objections to this application.

2023/1339- Proposed two storey side extension, single storey rear extension and alterations to 2, Brecon Road

Mr Tobin pointed out that the roof tiles to the main dwelling have already been changed and this does not appear to have been included in the planning application. It was agreed that the Clerk would notify SNDC. Councillors had no objections to the application.

2024/0208 – Proposed variation of condition 2 of planning permission 2018/0868 – site layout, plans and elevations at Field View, Howe Lane

The applicants, Mr and Mrs Carr were present and explained the history of the site and previous planning applications. They stated that they had only ever wanted 2 dwellings on the site but that SNDC had insisted on 3. Two have already been built with a garage next to the main building. This application is to convert the garage to a third dwelling which the applicants state will satisfy SNDC's requirement.

A vote was taken with 5 having no objections and 1 abstaining.

2024/0237 – Proposed refurbishment and extension of existing dwelling, raise roof to create rooms and rear extension to 17, The Street

There were concerns with the scale of development. Dominance and use of inappropriate roofing materials in a conservation area. Dr Newman will forward the appropriate wording for the Clerk to submit to South Norfolk Council.

7. Public spaces:

7.1 Meres

The meres are looking good. Mr Pitelen having liaised with Dr Newman is undertaking to reinstate the peninsular to the east mere which has eroded over recent years.

7.2 Wildlife and Ecology

Dr Newman reported that he is in possession of 4 bat boxes which will be erected at the meres shortly.

7.3 Trees and hedges

There have been a large number of tree work applications submitted recently but the Parish Council are not consulted on these and they are all for private dwellings.

7.4 Highways

Mr Wilson expressed frustration regarding the recent resurfacing works carried out with very short notice in Brooke. He attempted to liaise with Highways and with Kay Mason-Billig to get them to include the urgently needed pedestrian crossing within these works but to no avail. The email exchanges regarding this matter are included as an addendum to these minutes.

A member of the public, Hazel Tahmasbi echoed Mr Wilson's frustration and stated that she feels that Highways displayed lack of respect and consideration in the way they carried out the recent works which seem unnecessary given the far more pressing need for a pedestrian crossing to protect the safety of residents and in particular, school children. She went on to point out that there is a

very dedicated group of people who are working hard to liaise with Mrs Mason-Billig and Graham Plant (Cabinet member for Highways and infrastructure). Mr Wilson suggested that the Parish Council writes to Highways reiterating points previously made and asking for specific timescales for addressing the feasibility study which has been promised by them in to the installation of a pedestrian crossing. Dr Newman agreed to draft a suitable letter.

Mr Wilson raised the issue of speeding through the village. He stated that the main indicator to motorists that they are in a 30mph area is the presence of street lighting. As Brooke is in a conservation area and does not have street lighting, repeater signs should be present to remind drivers of the speed limit. Dr Newman suggested that a Highways site meeting is needed to focus on all the Highways issues.

Mrs Jones reported that she has had a request from a member of the public to improve the footway across St Peters Road play area, especially where it joins Burgess Way where the ground level is badly eroded. Dr Newman agreed to go and inspect it.

7.5 Litter picking

There was nothing to report.

7.6 Pedestrian crossing

This item had already been covered under 7.4 on the agenda.

7.7 Speed signs

The speed signs by the cricket club have not been working for some time and have been reported. The SAM unit battery is currently on charged and once ready will be moved to the next location.

7.8 Electric charging points

There was not update to report.

8. Finance:

8.1 Clerk's financial statement

The Clerk's financial statement had been circulated and was accepted as an up to date record of the Parish Council's finances.

8.2 Cheques to be authorised

The following cheques were approved for signature:

£10.00 Brooke Methodist Church	Hall hire
£87.60 NALC	Councillor training
£50.00 J Andrews	Petty cash

9. Community Ownership Fund

Dr Newman reported that the COF cannot be used for the church tower because the Church is not owned by the Parish Council. They are looking in to the Heritage Lottery Fund instead.

10. Brooke Conservation Policy Document

Mr Mott was not present to give an update.

11. Parish Council administration:

11.1 Councillor training

Dr Newman has attended training courses in 'Chairing meetings effectively' and 'Planning for Councillors' which he found very useful. Mr Wilson is shortly to attend a course in 'The good, the bad and the ugly of social media in the local council sector'.

11.2 Village communication

Mr Wilson advised that he had no update other than to state that he posts the agenda and minutes on social media to reach a wider audience than just the website and noticeboards.

11.3 Land registration

There was no update.

12. Correspondence:

The Clerk had received an email from Gigaclear who are broadband providers as follows:

*We are planning to include **Brooke** in a future network build which includes **Alpington and Shotesham** I would like the opportunity to brief our plans to the parish council ideally away from the public. I am keen to give you an understanding of how we build networks and the impact it will have on the community whilst we do so. The meeting will also allow me to ascertain areas of concern for the community and answer any questions you may have. I am able to accommodate online, in person and I am available in the evening.*

Please note that the meeting is not a sales pitch but a way to open up lines of communication for the build phase. I do hope to hear from you soon and look forward to meeting the parish team at some stage in the near future.

Councillors agreed that it would not be appropriate to hold a private meeting with Gigaclear but instead suggest that they hold a public meeting in the village hall. Dr Newman and Mr Wilson agreed to draft a response to them and forward to the Clerk to send.

The Clerk had received an answerphone message from a resident at The Mallows asking for a call back to discuss the development. It was agreed that the Clerk would return to her and ask her to put her query in writing.

13. Items for agenda and date of next meeting 25th March 2024

Action plan for 2024
Grass cutting contract
Neighbourhood Plan
Land registration

There being no further business, the meeting closed at 9.40pm

ADDENDUM**EMAILS REGARDING PEDESTRIAN CROSSING (Latest email first)**

From: Kay Mason Billig - Leader of the Council

Subject: Re: 24 Hour closure B1322

Date: 7 February 2024 at 16:48:01 GMT

To: Rob Wilson "

Cc john fuller, Jonathan Newman, Martin Tobin, Christine Jones, Roma Beardsell, Carol Hannah, jo andrews, Rachel brown, Jonny Spinks, jason mott

Dear Rob

Thank you for your email.

I have already explained to other residents about the road surfacing works and that this will not affect the study into the road crossing. Here is the information that was sent to me by my highways engineer.

"To clarify, the surfacing scheme is part of the 203/24 A & B surfacing programme to address a number of locations across the County where the surfacing has reached the end of its design life and needs to be replaced to restore the integrity of the road.

The scheme at Brooke was originally earmarked for resurfacing previously, but due to a reduction in our budgets for surfacing works, it has been delayed for the last couple of years, I certainly would not be comfortable to delay the works any longer.

With reference to the request for the crossing, as you may recall you agreed to fund a feasibility study for a crossing from this year's Members Budget, and the feasibility study is with our Network Safety Team to carry out later this year.

Upon receipt of the study, our Network Manager and Network Safety Team will decide if it is practicable to install a new crossing, and if it is, it will be for our Network Manager to allocate funding to this project based on Countywide priorities for capital funded infrastructure projects."

As you see the surfacing scheme has no correlation to the safety improvements that are part of the forthcoming study. I do not think it prudent to stop the resurfacing when it is definitely needed. We will do the study into the road safety scheme shortly.

Best wishes

Kay

ClIr Kay Mason Billig
Leader of Norfolk County Council

As a county councillor acting on your behalf it will be necessary to collect, use and share you or your family's personal information. When I use personal information for this purpose, I am a "data controller" and must give you a privacy notice.

To access the privacy notice please enter the following in your search tool to access <https://bit.ly/2TKrXRj>

From: Rob Wilson

Sent: Wednesday, February 7, 2024 2:47:00 PM

To: kay.mason.billig

Cc: Kay Mason Billig, John Fuller Jonathan Newman Martin Tobin Christine Jones Roma Beardsell Carol Hannah jo andrews Rachel browns jonny Spinks jason mott>

Subject: Re: 24 Hour closure B1322

Kay

I would like to echo Jonathan's comments below. It is extraordinary that this resurfacing is going ahead with absolutely NO thought about how the opportunity could be used to improve road safety and reduce speeds along Norwich Road. For example, a raised table, speed markings on the road, red tarmac could all be used to improve the safety for pedestrians and road users.

The Parish Council has raised the issue of road safety in Norwich Road numerous times but we seem to be ignored. For example, I raised the lack of 30mph repeater signs with NCC Highways over a year ago, but there has been zero action.

It feels like the Highways team are operating in a bubble, independent of the legitimate safety concerns being raised by the PC and residents. Talk of "feasibility studies" and arguing over whose budget pays for this all sounds a bit "Yes Minister" and suggests that there is no sense of urgency whatsoever. There is definitely a lack of joined up thinking.

Regards

Rob

Rob Wilson

Brooke Parish Council Vice-Chair

On 5 Feb 2024, at 10:54, Jonathan Newman

Dear Kay,

I received this on Friday last week. Pending the outcome of the feasibility study for the pedestrian crossing, I have asked if there will be provision for a raised section of road to accommodate a potential crossing site. It would seem to be sensible to avoid additional expenditure if a crossing were to be recommended, that early provision could be made during these works. My enquiry reference for information is ENQ684375.

Kind regards

Jonathan

<raod closur B1323 Feb 2024.pdf>

Dr Jonathan Newman

Chair, Brooke Parish Council