

**MINUTES OF THE MEETING OF BROOKE PARISH COUNCIL HELD AT 7.30PM ON MONDAY 25TH  
FEBRUARY 2019 AT BROOKE METHODIST CHURCH**

**Present:** Mr Jinks, Mr Warman, Mr Mears, Mr Harrison, Mr Tobin, Mr Musgrave, Mrs Powell, Mr Sanford and Mrs Andrews (Clerk)

**In Attendance:** 5 Members of the public and Mr Fuller (District Councillor).

**1. Apologies:**

Apologies were received from Mrs Beardsell and Mr Stone (County Councillor)

**2. Declarations of Interest:**

There were no declarations of interest made.

**3. Minutes of full meeting on 14<sup>th</sup> January 2019:**

The minutes had been previously circulated to all Councillors, once a slight amendment was made regarding the dates for the next meeting, they were agreed to be a true record and duly signed by Mr Jinks.

**4. Matters arising from meeting 14<sup>th</sup> January 2019:**

**4.1. Playpark**

Mr Jinks reported that he, Mr Musgrave and Mrs Beardsell, representing the Parish Council, met with representatives from the Playpark Committee to discuss the future of the play park and their funding requirements for removal and renewal of the equipment. There is now a full and motivated committee. The first job is to remove the old equipment and then subject to funding, to purchase and install new equipment. Quotes have been obtained but further quotes are needed. Various grant funding is being sought but the committee requested as much of the CIL fund as the Parish Council can spare. Mr Jinks advised that the CIL fund stands at £12,178 but that when setting the precept, it was agreed that £2000 of the CIL fund would be allocated to the reserves for items it could appropriately be spent on. Mr Jinks proposed that the sum of £5000 from the remaining CIL fund be pledged to the Play Park Committee to be held until such a time as funds are required for either removal of the old or purchase and installation of new equipment. Mrs Powell seconded the proposal with all present in favour.

**4.2. The Kings Head pub**

Mr Jinks advised that as far as he is aware, the purchase of the Kings Head has still not been completed.

**4.3. Bus stops**

There was no update since the last meeting. The Clerk will press Mr Stone for his assurance that the new bus stops will be funded out of his members allowance fund for the next financial year.

**4.4. Meres**

**Finger posts**

Mr Tobin advised that he is in the process of obtaining 2 quotes for repainting the finger posts.

**New bench**

The Clerk had obtained brochures showing various new bench options, including traditional wood and recycled plastic. It was agreed that in order to maintain consistency and a sympathetic visual appearance in the conservation area, the preferred material is wood. It was agreed to purchase either a double sided bench or 2 set back to back, whichever is cheaper. The Clerk will look up who supplied the wooden benches installed between the meres around 5 years ago and try and match them. It was agreed that a site meeting would be needed to agree the precise location of the benches and that the wording on the bench will need to be agreed at a later date. With regard to funding of the bench Mr Jinks agreed to put an article the parish magazine inviting public contributions, and to ask Mr Stamp to hold the collection box at the post office.

#### **Fallen trees**

Another tree has fallen in to the east mere, making three in total. The Clerk has asked Clinks Care Farm to quote for their removal when they go to carry out their additional maintenance works which they should be doing next week. John Ash has advised that he has access to a winch which can be used in the event that the Parish Council decides to remove the trees themselves during a working party.

#### **4.6 Assets of Community Value**

This item was deferred until the next meeting in the absence of Mrs Beardsell.

#### **4.7 Adoption of phone boxes**

Following the last meeting, Mr Mears contacted the Clerk for Bergh Apton Parish Council. They have adopted and repurposed their village phone boxes and stated that they have no regrets in doing so. They did not amend the standard contract supplied by BT. They have never received an electricity bill and so the only ongoing cost is maintenance. Mr Fuller confirmed that in his experience, the BT contract is non-negotiable. It was agreed that Mr Mears would draft an article for the Parish magazine asking members of the public for suggestions as to how the phone box on The Street should be repurposed and appealing for a small group of volunteers to take responsibility for its ongoing management.

#### **4.8 Amenity area at Dovecote Close.**

The Clerk has asked Clinks Care Farm to quote to clear the overgrown foliage whilst leaving any decent shrubs behind. Once a quote has been received, a decision will be made as to whether the Parish Council will do the work or ask Clinks to do it.

#### **4.9 Bollards on Norwich Road**

The Clerk wrote to Highways to request that the bollard on Norwich Rd to the far north of the village is removed due to safety concerns regarding its visibility. Highways have written back advising that they will not consider removing the bollard but will replace it urgently. It was agreed that the Clerk would email again acknowledging that the bollard will be renewed but requesting a site meeting to consider the safety of having one in that location at all.

### **5. Planning:**

#### **5.1. New and amended planning applications.**

There were no new or amended applications to consider.

#### **5.2 2018/1780 – Proposed new development on Norwich Road**

Mr Fuller announced that FW Properties had verbally advised South Norfolk Council that they would be withdrawing the application. He advised that, based on the latest government calculations issued last week, South Norfolk has a 5 year land supply. FW Properties had also

been unable to reach agreement with Norfolk County Council regarding provision of a new school on the proposed site. The combination of these factors means that the application is not viable. Mr Fuller went on to explain that the review of the Local Plan is still ongoing and the Brooke ward will still have to accommodate new housing but of a far smaller scale than that proposed by FW Properties. It is too early to comment on exact numbers but the minimum allocation will likely be around 25. The next phase of the Local Plan will take place in the Autumn where the sifted sites will be advised and the next round of consultations will open. Mr Jinks will draft an article for the Parish magazine to advise members of the public of the current position on the FW planning application.

## **6. Bus Services**

The number 88 Konect bus service is due to be withdrawn. Mr Fuller advised that Firstbus have been very competitive in providing service to compete with rival companies and will probably be looking to take over that route.

## **7. County and District Councillors reports:**

Mr Fuller gave his report summarised as follows: South Norfolk recycling rates are very high. There is lots of work being done around social care with initiatives being rolled out in other areas due to their levels of success. Brooke Parish Council has one of the lowest rates of precept compared with other Parishes. Long Stratton leisure centre is due to reopen shortly after major refurbishment.

Mr Stone was not present to give the County Council report.

## **8. School Governor report:**

Mr Hankinson had sent his apologies, however he had emailed his report as follows:

\*Pupil Role numbers now exceed 100, which is great news and reflects the efforts being made by Mr Griffiths the Headteacher, and the rest of his team

\* Role numbers for the coming academic year are currently ahead of forecasts, and Brooke Primary is being selected as first choice school for parents both inside and outside the catchment area. Again, this is testament to the hard work and new initiatives being implemented by the Head

\* Wrap-around care has been successfully trialed with Breakfast Club and After School Club being a real help to those working parents and carers.

\* Little Ducklings Playgroup for 0-4 year olds is now held in the school hall every Friday term time from 9.00 through to 10.30

\* Weekly swimming lessons for years 3, 4 and 5 will start over the next few months

\* Starting on [Monday 25th February](#), all children are invited to come into school for 8:30 to run the Daily Mile. For our school, the mile is 16 laps of the playground or we will occasionally take a route out of school. Staff, parents and siblings are welcome to take part too

\* The PTFA continue their amazing fundraising efforts with various events having already taken place in the year. The next one, is a cake sale on Friday 8th March after school

\* We have heard no more from any parties with regards a new school development

Mrs Powell reported that every week, a few children from the school come and help at the Community café which has been very positive for all involved.

## 9. Public Spaces:

### 9.1 Trees at St Peters Road play area

Mr Jinks had received a call from Mr Gower from 95 The Street who stated that the trees from St Peters Road play area are blocking the light from his garden. The Clerk will ask Mrs Beardsell to take a look at them when she is well enough to do so.

## 10. Finance

### 10.1 Clerk's financial statement

The Clerk's financial statement was circulated prior to the meeting, and was accepted by all present.

### 10.2 Cheques to be authorised

The following cheques were approved and signed accordingly:

£10.00	Brooke Methodist Church	Hall hire
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## 11. Parish Council Administration:

### 11.1 Elections

Local government elections take place on 2<sup>nd</sup> May 2019. Parish Council elections coincide with these. People wishing to put themselves forward as Parish Councillors should follow the link <https://www.south-norfolk.gov.uk/residents/elections-and-registration>. Mr Jinks will include a piece about the election in his article for the Parish magazine. If there are more candidates than the nine positions on the Parish Council, there will be an election, otherwise candidates will be automatically appointed.

### 11.2 Parish Council website content

An email had been received from Mr Tully, a member of the public, which he requested be posted on the Parish Council website. This follows a previous request from another member of the public whose request was granted. After much discussion regarding the pros and cons of posting correspondence on the website, and the conditions upon which a decision must be made in each case, it was agreed that a policy to cover this must be adopted. It was agreed to defer this until the next meeting so that Councillors can fully consider the matter. In the meantime, the Clerk will respond to Mr Tully to advise that a policy is being considered and his email will not be published at this time.

## 12. Correspondence:

An anonymous letter had been sent by post to the Clerk which reported what the writer considered to be planning violations which they stated must be reported by the Parish Council. It was unanimously agreed that it is Parish Council policy not to react to anonymous correspondence, unless there are exceptional reasons for doing so.

**13. Items for Agenda of meeting 8<sup>th</sup> April 2019:**

Phone boxes

Bus Stops

Assets of Community Value

Play park

Meres - Finger posts

Bench

Fallen trees

Dovecote Close

Bollards on Norwich Road

Website policy

There being no further business, the meeting closed at 9.25pm