

MEETING OF BROOKE PARISH COUNCIL HELD AT 7.30PM ON MONDAY 13RD MARCH 2017 AT BROOKE METHODIST HALL

Present: Mr Jinks (Chairman) Mrs Powell (Vice-Chair), Mrs Beardsell, Mr Musgrave, Mr Harrison, Mr Warman, Mr Tobin and Mrs Andrews (Clerk)

In Attendance: John Fuller (District Councillor), Barry Stone (County Councillor) and 2 members of the public.

1. Apologies:

Apologies were received from Mr Sanford and Mr Mears.

2. Declarations of interest:

Mr Jinks declared an interest in agenda item 7.1 regarding application number 2017/0525 and item 9.1 regarding a cheque for reimbursement of expenses. Mr Tobin declared an interest in item 7.1 regarding application number 2017/0558.

3. Minutes of meeting 23rd January 2017:

Minutes of the meeting on 23rd January 2017 had been circulated prior to this meeting. It was agreed that the minutes were a true record and having amended the errors, they were signed by Mr Jinks accordingly.

4. Minutes of site meeting 28th January 2017:

Minutes of the site meeting had been circulated prior to this meeting. All present agreed them to be a true record and they were signed by the Chairman accordingly.

5. Matters arising from meetings 23rd January and 28th January 2017:

All matters arising are covered as specific agenda items.

6. School Governors report:

Mrs Reynolds was unable to attend the meeting but had sent a report which the Clerk read out as follows:

- Mr Robinson is currently unwell and won't be at school for at least a month so we have Head helping out until Mr Robinson is well enough to return.
- Pupil numbers have remained consistent and we are at 126 pupils - they're enjoying activities such as computer club and the new gardening area with raised beds, greenhouse etc.
- New school - little to report, despite pressure to move this forward from the head and Governors the negotiations continue for the land with the 3 owners (end Burgess Way still).

Mr Stone added that with regard to the new school, the hold up is due to the landowners wanting the value of development land and not agricultural land as the former attracts 4 times the value of the latter.

7. Planning:

7.1 New and amended planning applications.

2017/0242 – Proposed first floor rear extension to 13, Astley Cooper Place.

This application was received between meetings and all Councillors viewed the application on South Norfolk Council's planning website. All Councillors agreed that the application be recommended for approval as a suitable extension to an existing dwelling and gave the Clerk delegated powers to respond accordingly.

2017/0215 – Proposed single storey rear swimming pool extension connecting house to garage at Fox Lodge, Mill Lane.

This application was received between meetings and all Councillors viewed the application on South Norfolk Council's planning website. All Councillors agreed that the application be recommended for approval and gave the Clerk delegated powers to respond accordingly with the following comments:

The proposal will form a substantial extension to an existing large dwelling, but will have very little impact on the street scene and we therefore recommend approval. We feel that the following information/comments are relevant to the consideration of the application:

- We feel there is a risk that the residential use of Fox Lodge will encroach into the adjoining agricultural land to the east
- The entrance drive to Fox lodge crosses the adjoining field and has created a significant impact on both the field and the street scene
- the hedge adjoining Mill lane has been adversely affected by the introduction of large vehicular entrance gates and adjoining walls
- the field has been impacted by the illuminated route of the drive across the field
- In view of its location outside the main village, we want the field to remain in agricultural use
- We would like the Council to inspect the field to assess the risk of an encroachment of the adjoining residential use onto agricultural land

Mrs Beardsell reported that a new 2 storey building has been erected next to the stables at Fox Lodge with a 7 foot fence. No planning application has been seen for this and it was agreed that she would photograph the development and forward to the Clerk so she can report it to the planning department.

2017/0134 – Proposed extension to front and rear of Foxhill, 4 Mereside.

The application was recommended for approval with no comments.

2017/0134 – Proposed shower room in bedroom 2 and open up two bricked up existing windows in sitting room of 79, The Street.

The application was recommended for approval with no comments.

Mr Tobin reported that Sadlers Cottage, opposite the Kings Head pub is currently undergoing some works to the front porch and yet no planning application has been submitted. Whilst it was conceded that the alterations look acceptable, it was agreed that it should be reported to the planning department in order that the correct process are followed.

2017/0558 – Single storey extension to rear of 2 Broadcote Close.

The application was recommended for approval with no comments.

Mr Jinks reported that a new fence has been erected in place of a hedge at No. 101 The Street which is on the corner of The Street and St Peters Close. No planning application has been submitted. The Clerk will report it to the planning department.

8. District and County Councillor's report:

It was agreed that in future, an agenda item entitled 'District and County Councillors reports' would be included at every meeting as both were in attendance and wished to give reports.

Mr Stone, County Councillor handed round his March report and also reported that works on the new Loddon roundabout should begin next month.

Mr Tobin reported once again that the 30mph sign at the entry/exit of the village is still knocked over. Mr Stone will report it again.

Mr Harrison advised that the bollards that used to be lit and were moved and replaced after the new housing development was completed are no longer lit and are not reflective either as they are so dirty. Mr Stone will look into it. Mr Harrison queried the frequency of the highways ranger visits. Mr Stone will send the Clerk a timetable.

Mr Fuller, District Councillor gave his report, summarised as follows:

Out of 380 District Councils in the country, South Norfolk was one of the final 6 contenders for 'Council of the year'. They did not win but to get down to the last 6 is a real achievement.

Business rates have been in the news recently but overall, South Norfolk's have gone down by 5%.

Tomorrow, the Boundary Commission will declare the ward boundary changes. It looks like Brooke ward will lose Howe but gain Alington and Yelverton.

A consultation process will begin shortly regarding parish boundaries but it looks like smaller parishes will be expected to merge with neighbouring parishes in order to save costs. There is also a possibility that District boundaries will merge at some point as well.

The Government has published its Local Plan white paper. In future, a local plan will be done every 5 years. It is likely that smaller villages will be expected to take their quota of new housing rather than larger settlements like Wymondham and Hethersett having to take it all. Mrs Beardsell pointed out that there needs to be more small new houses built which people can afford rather than large 4-5 bedroom properties like those on the new Norwich Road development.

9. Public spaces:

9.1 Churchill Place

A resident of Churchill Place, Mrs Mason reported that there is a serious problem of dog fouling on Churchill Place, as well as a problem with people using the normal bin to dispose of bagged dog poo instead of the dog poo bin provided. She complained that dog walkers use Churchill Place as a cut through and do not respect it as a residential area. She also stated that when the library bus comes, people park on the verges and damage the grass, which residents have to pay for the upkeep of. Mr Jinks stated that it was his understanding that Saffron were responsible for keeping the grass areas tidy. Mr Fuller agreed to look into which areas are the responsibility of Saffron and which were Highways. It was agreed that the Clerk would put a notice in the Parish magazine asking people to respect Churchill Place as a residential, to use appropriate dog bins and park responsibly.

9.2 Finger signs

Following the site meeting, the Clerk emailed 'The repair shop' putting forward the 2 finger signs at the meres forward for repair. They have not yet replied to the email so the Clerk agreed to chase them up. In the event that they are not interested in this work, the Clerk will obtain quotes from 3 local tradesmen for refurbishment of these signs. It was agreed that she would ask UBS, Groundhog and one other to submit a quote.

9.3 Dog bins

The new dog bin has arrived and is with Steve Jones for installation.

9.4 Meres site meeting

Following the site meeting, it was agreed that there are some saplings which need to be removed. The Clerk will ask Clinks Care Farm to remove them once Mrs Beardsell has marked which ones they are. The wooden posts at the meres openings which stop vehicles being able to drive on to the paths need replacing. Mr Jinks will go and see the people at 'the mens shed' to see if they would be interested in quoting for the job. Mr Harrison advised that the village sign area looks a bit untidy and could do with

some attention. It was agreed that a Parish Council working party would take place on 8th April at 9.30am.

9.5 Graveyard extension

Mr Jinks has been asked by the Vicar to have a meeting to discuss extension of the graveyard which is nearing capacity. Mr Jinks explained that the Parish Council may have a duty to secure suitable land but that he would have the meeting and report back at the next Parish Council meeting.

9.6 Brooke Playpark

The Clerk has received an email from Mrs Hood who explains that she is moving out of Brooke and is therefore looking to relinquish her responsibilities for the Playpark Committee. She is currently struggling to find new volunteers to take over from the current Committee who have all been volunteering for some time now and whose children have now grown up and no longer use the facility. She has asked Brooke & Poringland Scout group if they would be willing to take on some of the responsibilities (cleaning, litter picking etc) and in the event that they agree, wondered if the Parish Council would be willing to split the annual grant between the Scouts and the Playpark Committee. It was agreed by all present that the current arrangement should continue with the annual grant being paid to the Playpark Committee and they can redistribute it as they see fit. The Clerk will write to Mrs Hood to advise.

10 Finance:

10.1 Cheques to be authorised.

The following cheques were authorised for payment and signed accordingly:

£30.00	Brooke Methodist Church	Hall hire
£15.99	Edward Jinks	Reimbursement
£249.99	J Andrews	Projector
£750.00	Brooke PCC	Grass cutting
£226.86	Glasdon UK Ltd	Dog bin

10.3 Clerk's financial statement.

The financial statement had been previously circulated to all Councillors prior to the meeting and was accepted by all present.

10.4 Presentation of Barclays statements.

The Clerk provided the Barclays bank statements to show the current balances and transactions since the last meeting, which Mr Jinks confirmed tally with the Clerk's financial statement.

11 Parish Council Administration:

10.1 Projector.

A cheque was authorised at this meeting for the cost of the new projector. The Clerk will now order it from Amazon.

10.2 Date for APM

It was agreed that the Clerk would check hall availability for the APM on 10th April 2017 and for the AMPC on 22nd May 2017

12 Parish Footpaths and Highways matters:

All footpaths and highways matters had been covered earlier in the meeting.

13 Correspondence:

An email has been received from the Vicar, Rev. Lynn Chapman confirming that she had been contacted by Heritage England about the war memorial. She explains that whilst original details of ownership of the memorial have been lost in time, the PCC had taken responsibility for its upkeep and she therefore presumed that they were responsible for it. She therefore completed the requested paperwork and the memorial has now been listed as grade 2.

14 Items for the Agenda of the next meeting 22nd May 2017:

Phone boxes

Finger signs

Graveyard extension

Meres (posts, saplings, finger posts)

Churchill Place

Projector

There being no further business the meeting closed at 9.40pm