

MEETING OF BROOKE PARISH COUNCIL HELD AT 7.30PM ON MONDAY 12TH OCTOBER 2015 AT BROOKE METHODIST HALL

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

In Attendance: Mrs Reynolds (School Governor), Mr Mirfield (Scout group representative)

1. Apologies:

Apologies were received from Mr Marris.

2. Declaration of interest:

There were no declarations of interest.

3. Minutes of full meeting 31st August 2015:

The Minutes had been previously circulated to all Councillors, were agreed to be a true record and signed by the Vice-Chair accordingly.

4. Matters arising from full meeting 31st August 2015:

Mr Harrison reported that with regard to item 11.1 on the minutes the overhanging hedge between 1 and 3 The Street by the bus stop has been cut back a bit but is still overhanging the path by some way, making it difficult for pedestrians with pushchairs or wheelchairs to pass. Also the hedge along the footpath between Brecon Road and Kingswood Close is very overgrown. Councillors will take a look and report back to the Clerk so she can report to Barry Stone for action.

5. Planning:

5.1 New and amended planning applications.

There were no new or amended applications to consider.

6. Village sign:

The Clerk reported that the new sign has been made and ready for delivery. Mrs Powell volunteered to liaise with Harry Stebbing Workshop to arrange to take delivery of the sign. Once a delivery date and time has been agreed, she will email all Councillors to give them the opportunity of inspecting the sign with her. Harry Stebbing Workshop want payment on delivery. It was agreed that once Mrs Powell and others have inspected the new sign and agreed it to be satisfactory she will hand over the cheque which will be signed at this meeting.

Steve Jones has provided an estimate of £300 to remove the old sign and install the new one. Mrs Powell proposed that the estimate is accepted; Mr Mears seconded the proposal with all present in favour. The Clerk will accept the estimate.

7. School Governor report:

Mrs Reynolds gave her report, summarised as follows:

There are currently 120 pupils at the school. The new play area is up and running and is very popular with the children. There will be an official grant opening at 4pm on Monday 19th October to which everyone who contributed to the fund raising has been invited. The funding for the new school is secure but there have been difficulties in acquiring the land which has held everything up. Negotiations are ongoing.

8. Scout Den:

Mr Mirfield reported that £60,000 has been raised so far towards the scout hut improvements. £20,000 has already been spent. The toilets, disabled toilets and front entrance works are about to start and work should be finished by February 2016. Once completed, they are looking for the Parish Council to take on the responsibility of the ongoing running costs for the disabled toilet which will be a public facility accessed separately from the rest of the scout hut from the outside of the building. These costs will be for cleaning and provision of consumables such as toilet paper,

paper towels etc. Also, the water and electricity will be separately metered to the disabled toilet facility. All present were in agreement in principle to supporting this proposal but agreed to give the matter further consideration.

9. Bergh Apton Waste and Recycling Centre:

The Clerk reported that a member of the public had been in touch having been told by staff at the Bergh Apton Waste and Recycling site that the site would be closing. The Clerk made enquiries with Norfolk County Council Environmental Services who advised that their Mile Cross centre contract comes to an end in 2021. One of the options they are considering is closing both the Mile Cross and Bergh Apton sites and opening a new, larger site somewhere in between the two locations to replace them both. The Clerk was assured that this is one of many options being considered as is by no means decided. NCC currently preparing FAQ's for their website and are working on how they will implement any plans and required consultations. The committee papers are available online which can be found as <http://norfolkcc.cmis.uk.com/norfolkcc/Committees.aspx>. They assured the Clerk that staff at the Bergh Apton site would be spoken to about giving out misinformation to customers.

10. Public Spaces:

10.1 Litter bins

All Councillors agreed on the Centurion 100 litre litter bin with a galvanised liner in green to replace the damaged bin at the north end of the Norwich Road layby. The Clerk will order the bin and will ask Steve Jones to quote to remove the old one intact and fit the new bin. Mrs Beardsell will then repair the old bin which will be installed at the bus stop. The Clerk received an email from Ray Battershall advising that the bin on St Peters Rd play area has sharp edges. It was agreed that Councillors will inspect it as part of the Meres working party. He also advised that there are 3 bins in the village sign area which are usually empty. It was agreed that it would be more costly to remove the bins than it is worth.

11. Finance:

11.1 Clerk's financial statement

The Clerk's financial statement had been previously circulated and accepted by all present.

11.2 Cheques to be authorised

The following cheques were authorised for payment and signed by Mr Warman. Mr Jinks is currently the only other signatory and will be asked to countersign the cheques upon his return.

£10.00	Brooke Methodist Church	Hall hire
£455.88	CGM	Grass cutting July, August, September
£3379.36	Harry Stebbing Workshop	New sign
£50.00	J Andrews	Petty cash

Mrs Beardsell advised that she purchased some posts and mesh to support and protect the new tree which she is planting on the Brecon Road amenity area. The total cost was £14.00. It was agreed that the Clerk will reimburse the cost from petty cash.

12. Parish Council Administration

12.1 Code of Conduct, Standing Orders and Financial Regulations

Mr Jinks, Mrs Powell and the Clerk will meet again soon on a date to be mutually agreed in order to complete the updated version of the Code of Conduct, Standing Orders and Financial Regulations.

12.2 Parish Land Registration

The Clerk will contact Lane Registry to find out how to go about claiming possessory title to the amenity area on Brecon Road.

13 Parish Footpaths and Highway Matters:

Barry Stone, new County Councillor was unable to attend the meeting so the Clerk read his report on his behalf as follows:

Devolution – This is an ongoing process at the moment with all the district and county councils in Norfolk and Suffolk, plus the UEA and LEP in discussion to formulate a proposal to submit to government before the end of October. This would see a Combined Authority (but not a new tier of local government) working together with devolved power and

funding, to administer and regulate such things as economic development, growth and transport, flood defence as well as some public health issues across the two counties.

Refugees – NCC is in discussion with government regarding funding for the possible 20 families Norfolk will be expected to accommodate. Initially one year's funding of £25,000 was allocated but we understand this is now to be increased to cover a further year at least.

Highways – Potholes on major roads will be repaired as before on a priority basis but minor roads would have to wait much longer for repair. Under a new scheme Parish Council can apply for County Rangers to fill pot holes in their areas that might not be repaired, with a Town and Parish Council Partnership extension. This would see County paying 50% and Parish Council the remaining 50% in order to get things done more quickly.

Recycling – Cost cutting has seen the Morningthorpe recycling centre reduced to 4 day working and other cuts could follow. A major initiative is starting to reduce the number of tied supermarket bags and boxes filled with recyclables being put in recycling bins. These are not opened at the recycling centre but discarded into landfill bins which reduce our recycling percentages and therefore the tax credits earned.

Finances – County faces a shortfall of £111m over the next three years but officers are working on a £169m figure so that members can have choices and options about how best to prioritise spending across services. In light of this review Parish Councils are being asked to look carefully at proposals that will come from county and respond appropriately. In this way we can prioritise where cuts need to be made. Adult Social Care, Children's Services and Community and Environmental Services are particularly vulnerable.

13.1 Bollards on Norwich Road

The Clerk had received an email from John Ash asking why the bollards, traffic island and 30mph sign had not been moved as per the development details as some of the houses are already occupied. The Clerk spoke to Dale Brown, Contract Manager for John Youngs Builders. He confirmed that he is awaiting Highways legal team to give permission for them to be moved.

The bollards on the traffic island had become very muddy during the building works and the Clerk reported this to Mr Brown. He agreed to make sure they are kept clean in future. He also made assurances regarding the road which had also become muddy and advised that they will also be kept clean in future.

13.2 Parking in Entrance Lane

A resident of Old Hall Gardens had made a complaint to Barry Stone about car parking in Entrance Lane which he feels cause an obstruction. He suggests that residents could park on the area of grass marked 'no ball games' outside the Saffron houses. Mr Stone returned to the resident advising that the grass area in question is owned by Saffron Housing and suggests that he approaches the Parish Council to ask the Clerk to contact Saffron to ascertain ownership. It was agreed that the Clerk would return to the resident advising that the Parish Council does not consider parking to be a problem in that location and that any Highways matters should be referred to Highways. A copy of the email should go to Barry Stone.

13.3 Damaged milestone

It was agreed that the milestone discussed at the last meeting would be inspected after the Meres working party.

Mr Sanford reported that the recent pot hole repairs on Entrance Lane were done very badly and are already damaged. The Clerk will report this to Bob Edwards, Highway Engineer, copying in Barry Stone and point out that this is a bus route and therefore subjected to heavy use.

14 Correspondence:

An email had been received from a member of the public complaining about noise from the Village Hall on Saturday nights. The Clerk replied to the email referring them to the Village Hall Committee.

Mr Mears advised that the next South Norfolk Players production would take place on 29th, 30th and 31st October.

Mr Musgrave enquired about new Councillor training. The Clerk will find out from NALC the next training dates.

15 Items for Agenda next meeting 23rd November 2015:

Tree for Brecon Rd amenity area
Future meeting dates
St Peters Rd play area representative

Highways rangers
Code of Conduct, Standing Orders and Financial Regulations
Land registration
Disabled toilets at Scout hut

There being no further business, the meeting closed at 9.35pm.