

**MINUTES OF MEETING OF BROOKE PARISH COUNCIL HELD AT BROOKE METHODIST HALL ON 16TH
OCTOBER 2023 AT 7.30PM**

Present: Dr Newman (Chairman), Mrs Beardsell, Mr Mott, Mr Spinks, Mrs Brown and Mrs Jones.

In attendance: The Clerk and 6 members of the public.

1. Apologies for absence:

Mr Wilson (Vice-chairman), Mr Tobin, Mrs Hannah, Mr Fuller (District Councillor) and Mrs Mason-Billig (County Councillor) sent their apologies.

2. Declarations of interest:

There were no declarations of interest made.

3. Community Service awards:

Dr Newman welcomed Ray Battershall and Mike Winslade to the meeting. He thanked them and Dave Sanford who was unable to attend the meeting for their many years of service to the village through their litter picking endeavours and presented them with an award together with wine and chocolates.

4. Minutes of meeting on 4th September 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.

5. Matters arising from meeting on 4^h September 2023:

5.1 Village communication

The item was deferred as Mr Wilson was not present.

5.2 Speed signs

Dr Newman is now able to download the data from the SAM unit.

Some speed cameras appeared for a few days opposite the Kings Head and by St Peters Road. It is assumed that they were installed by the Police but Mr Newman is awaiting confirmation by them.

5.3 Land registration

There is no update to report.

5.4 Electric charging points

Dr Newman has contacted David Disney who appears to have lost control of this project to the County Council. An update is awaited.

6. County and District Councillor's report:

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

7. Planning:

7.1 New and amended planning applications

2023/2670 – Variation of condition 2 of 2018/0868 – house type and layout changes (plot 3) at land North of Howe Lane

The date for comments on this variation of condition application has already passed.

2023/2079 – Proposed 1st floor rear extension to 22, Norwich Road

There were no objections to this application.

2023/3020 – Proposed erection of 7 single storey dwellings and 1 two storey dwelling, garages and construction of vehicular access at former site of 49, High Green (The Mallows)

Parish Councillors had met the developer on site to discuss the proposal. Dr Newman noted that the proposed development extends beyond the current development line.

Mr Jinks, whose property the proposed development backs on to was invited to speak. He reported that having given the proposal full consideration, he will be supporting it but with some conditions which he outlined to the Parish Council.

Dr Newman proposed that based on the site meeting, the application is recommended for approval with the following comments:

The proposed development is almost entirely outside the current development limit for the village, which would normally be grounds for refusal. However, according to the applicant's Supporting Statement, the pre-application consultation resulted in a written response from the case officer suggesting that, in the absence of a five year land supply, a planning application could be positively received, subject to an acceptable layout and design being submitted.

Approval of this planning application should not set a precedent for any other planning applications outside the development line for Brooke

The existing trees and hedgerow on the west boundary are an important feature and should be maintained and supplemented as appropriate, as mentioned in the Supporting Statement; if planning permission is granted, this should be included as a planning condition.

A vote was taken with 5 Councillors in favour of recommending approval and 1 in favour of recommending refusal. Dr Newman's proposal was therefore accepted.

2022/2410 – Appeal against refusal of application for outbuildings South of Fox Lodge.

The PC has been invited to comment on the appeal. Councillors will revisit their previous comments and get back to the Clerk with confirmation as to whether they wish to make further comments.

7.2 Alterations to listed building

The Clerk had written to SNDC's conservation officer to advise of alterations made to The Old School House for which no permission has been sought or approved. Acknowledgement has been received with confirmation that the matter will be investigated.

8. Public spaces:

8.1 Meres

Dr Newman reported that the works discussed at the last meeting have been carried out. The Clerk stated that she has not yet had sight of a breakdown of works or 3 quotes from contractors. She pointed out that no works can be paid for until the Parish Council is satisfied that due process in line with the Standing Orders has been followed. Dr Newman will speak to the Meres Management Committee to advise. The Clerk will invite the MMC to the next meeting. There is a meres working party taking place this coming weekend.

8.2 Wildlife and Ecology

Mrs Jones asked whether she could install some bat boxes on the meres island. Mrs Beardsell advised that The Mens Shed are currently making bat boxes which can be purchased for the cost of the materials. She proposed that the PC orders 5 boxes for the total sum of £25. Mrs Jones seconded the proposal with all present in favour.

8.3 Trees and hedges

Following a complaint from a member of the public, Mr Spinks had inspected the hedge at 27 Brecon Road and found that whilst it is kept very neat and tidy and the base of the hedge is clear of the path, the main body of the hedge extends well over the path which forces pedestrians to walk on the grass verge. It was agreed that the Clerk will send a letter asking the owners to cut it back.

8.4 Highways

Mrs Jones reported that the wooden shuttering along the footpath from Brooke to Kirstead has fallen in to the path in some places. The Clerk will report this to Highways.

8.5 Litter picking

The village litter pickers were awarded Community Service Awards as minuted earlier in the meeting.

8.6 Pedestrian Crossing

A member of the public, Stacey Waller has set up a Facebook group for a pedestrian crossing campaign group. She presented Dr Newman with a case file which he will peruse after the meeting. Dr Newman advised that he has been liaising with Kay Mason-Billig and has made a request for a pedestrian crossing to be installed. Mrs Mason-Billig has agreed to carry out a feasibility study but can make no promises as it would be very costly. Dr Newman explained that the PC itself does not have any further powers with regard to provision of a pedestrian crossing and that the ideal scenario would be for the school/County to recruit a new crossing attendant to replace Gerald who has recently retired.

9. Finance:

9.1 Clerk's financial statement

9.2 Cheques to be authorised

The following cheques were approved for signature:

£10.00 Brooke Methodist Church Hall hire

£325.00	Marcus Carpenter	Grass cutting (Aug)
£701.40	SNDC	Dog bin emptying 2023-24
£252.00	PKF Littlejohn	Audit fee

10. Community Ownership Fund

Dr Newman advised that there was nothing new to report.

11. Brooke Conservation Policy Document

Mr Mott reported that he had met with Marion Folkes to look at the areas in the document which are marked for revision and he awaits her confirmation as to whether they are of historical importance.

12. Parish Council administration:

12.1 Councillor training

Dr Newman has booked himself on to a couple of training sessions.

12.2 Banking

Dr Newman has carried out proof of identity requirements in a Barclays branch. The Clerk has sent a copy of the last signed minutes as requested. Barclays now have everything they need to close the wrongly set up account and reopen it correctly.

12.3 Annual audit

PKF littlejohn have carried out the PC audit and have not identified any areas of concern. The Clerk has advertised completion of audit notifications on the website and noticeboard.

13. Correspondence:

There were no items of correspondence received which had not already been dealt with.

14. Items for agenda for meeting on 27th November 2023:

Wildlife & Ecology
 Meres
 Councillor training
 Village communication
 Speed signs
 Land registration
 Electric charging points
 Community Ownership fund
 Community speed watch group
 Pedestrian crossing
 Precept

There being no further business, the meeting closed at 9.32pm