

**MINUTES OF MEETING OF BROOKE PARISH COUNCIL HELD AT 7.30PM ON MONDAY 3RD JULY 2017
AT BROOKE METHODIST CHURCH**

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

In Attendance: Mr Stone (County Councillor).

1. Apologies:

No apologies were received

2. Declaration of Interest:

No declarations of interest were made.

3. Minutes of Annual meeting of the Parish Council 22nd May 2017:

The minutes had been previously circulated to all Councillors, a minor typographical error on page 937 and 2 minor errors on page 938 were corrected. The minutes were then agreed by all present to be a true record of the meeting and were signed by the Chairman accordingly.

4. Planning:

4.1 New and amended planning applications.

2017/1430 – Variation of condition 7 of planning permission 2015/0980/RVC – drainage at 44 Norwich Road, Brooke

The application was recommended for approval.

2017/1418 – Retrospective application for new higher roof to stable block workshop at Fox Lodge, Mill Lane, Brooke

The application was recommended for refusal with the following comment: No justification or clear reason has been given for the need for a raised roof which looks to the scale of a house.

The Chairman queried whether the Clerk had received a response to her email in April to the Planners regarding Fox Lodge. The Parish Council were concerned that the access roadway across the field, which is currently classed as agricultural land, may lead to change of use by way of established use. The Clerk will write to the Planners again asking for reassurance.

2017/1419 – Variation of condition 2 – approved plans of permission 2017/0215/H – single storey rear swimming pool extension connecting house to garage at Fox Lodge, Mill Lane, Brooke.

There were no views or comments about this application.

Premises Licence Application for Spurgeons Butchers, Deli and Farmshop wishing to sell alcohol.

There were no objections to this application.

4.2 CPRE Norfolk Campaign

A letter has been received from the Campaign to Protect Rural England. The letter invites Parish Councillors to a meeting on 19th July 2017 which seeks to gain support from Parish Councils for their pledge aimed at ensuring that no new sites are allocated for house building in revised local plans to 2036 until all existing allocations in current core strategies have been developed. It was agreed that whilst Councillors acknowledged the CPRE's pledge, the Parish Council should not endorse any specific campaign.

5. Matters arising from meeting 22nd May 2017:

5.1 Churchyard extension

Mr Jinks reported that he has still not had a meeting with the Vicar regarding this matter. He will report back at the next meeting.

6. County Councillors report:

Mr Stone had sent his July report which the Clerk forwarded to all Councillors.

The Clerk reported that there is a problem with flooding outside the Post Office which has existed since Anglian Water dug up the road a couple of years ago. Mr and Mrs Stamp reported the problem at the time and it was being looked into by Bob Edwards, Highways Engineer. Mr Edwards has now left this post and Mr Stamp has been told that he will have to report the problem again and start at the beginning. Clearly this is not acceptable. Mr Stone agreed to take this matter up as a matter of urgency.

Mrs Beardsell reported that the 30MPH sign at the Shotesham end of the village cannot be seen due to overgrown hedges. Mr Stone will look into it.

Mr Harrison reported that the reflective bollards on the Norwich Road are no longer reflective and very difficult to see. Mr Stone will investigate the problem.

7. School Governor report:

Mrs Reynolds was not present to give a report. Councillors were concerned that there has been no Governor's report for the last few meetings. The Clerk will email Mrs Reynolds asking for her to either be present at the next meeting or to forward her report for the Clerk to read in her place.

8. Public Spaces:

8.1 Phone boxes

This item was deferred to the next meeting.

8.2 Finger signs

The Clerk has chased Steve Jones and UBS for quotes to refurbish the finger signs. Mr Tobin will ensure that a quote is submitted in the next week or so.

8.3 Sapling removal at meres

It is now too overgrown to be able to see if Clinks Care Farm removed the saplings marked with tape for removal. It was agreed that we should now wait until the end of the growing season when the meres final full cut is performed.

8.4 Posts at meres

The 'Men's Shed' group has now relocated to the barns behind the Dove pub. Mrs Beardsell agreed to give Henry Gowman Mr Tobin's number to contact him regarding sourcing the wooden posts

8.5 Dog bins

Councillors will continue to monitor the frequency of emptying of the village dog bins.

8.6 Litter bin on Churchill Place

A resident on Churchill Place has asked that the litter bin outside where the shop used to be is removed. This is not a Parish Council owned bin. Mr Fuller had agreed to look into it at the last meeting as it is likely to be owned by Saffron Housing. The Clerk will email Mr Fuller and ask if he has addressed the issue.

Mr Sanford queried whether a new litter bin has been purchased yet to replace the open bin on the Norwich Road lay-by. The Clerk will order one to match the other lidded bin and ask Steve Jones to install it.

8.7 Village sign area

The Clerk reported that Doeke at Clinks Care Farm is happy to quote to resurface and edge the existing pathway at the village sign area. They are busy with grass cutting at this time of year so will not be able to carry out any works until the growing season has finished. They will inspect the path and submit a quote in the meantime. The Clerk will email Doeke and ask him to contact Mr Warman to arrange to meet on site to discuss exactly what is required. She will also ask whether Clinks Care Farm would be interested in quoting to clean the village furniture.

There is a dead tree which needs removing in the village sign area. Mrs Bearsell will cut it down to ground level and remove.

8.8 Memorial plaque

Following the last meeting, the Clerk wrote to Mr Baker regarding his request to put a bench with memorial plaque at the meres. She explained that the Parish Council does not have space for any more benches at the meres at present, but offered to put a plaque on another piece of new village furniture if he wished to make a financial contribution towards it. He has not replied. Mr Tobin felt, and it was agreed that the Parish Council should have a united policy towards dealing with these sorts of requests. The Clerk will put this on the agenda for the next meeting.

8.9 Defibrillator

The Clerk had had an email from Judith Dixon regarding her efforts to raise funds for a defibrillator. She is having trouble finding a way of holding the funds as she would either have to hold it in her own name or register as a charity. All present agreed that it would make most sense for the Village Hall Committee to hold the money, own the defibrillator, insure it and house it. Mr Harrison, as Chair of the Village Hall Committee agreed to speak to the rest of the Committee recommending this course of action. The Clerk will email Judith and advise what was discussed.

9. Recreational Provision Consultation:

A letter has been received from South Norfolk Council inviting the Parish Council to comment on draft guidelines for recreational provision in new residential developments. This provision applies large developments and as such, all agreed that no comments need to be submitted.

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
£618.00	Clinks Care Farm	Grass cutting
£50.00	J Andrews	Petty Cash

11. Parish Council Administration:

Mr Jinks suggested that 'Clerk's salary review' should be added to the agenda of the next meeting.

The Clerk will check hall availability for the following dates:

14th August
9th October
27th November

12. Correspondence:

None

13. Items for Agenda of next meeting:

Village sign area
Churchyard extension
Phone boxes
Defibrillator
School Governor report
Clerk's salary review
Finger signs
Posts at meres
Memorial plaques

There being no further business, the meeting closed at 9.00pm.