

**MINUTES OF BROOKE PARISH COUNCIL HELD AT 7.30PM ON MONDAY 19<sup>TH</sup> OCTOBER  
2020 BY ZOOM**

**Present:** Mr Harrison (Acting-Chair), Mr Spinks, Mr Pitelen, Mr Tobin, Mrs Jones, Mr Barmby, Mr Gibson, Mrs Beardsell and Mr Stone (County Councillor)

**In Attendance:** Jo Andrews (Clerk)

**1. Apologies:**

Apologies were received from Mr Long

**2. Declarations of Interest:**

Mr Tobin declared an interest in item 5.1 on the agenda regarding application number 2020/1945

**3. Minutes of meeting 7<sup>th</sup> September 2020:**

The minutes had been previously circulated to all Councillors, an error in item 6.3 was corrected, they were agreed to be a true record and duly signed by Mr Harrison.

**4. Matters arising from meeting 7<sup>th</sup> September 2020:**

**4.1 Flashing speed signs**

Mr Tobin had emailed suggested sites for mounting a new flashing speed sign. The sign must by law be moved every 4 weeks, therefore multiple mounting locations are required. Councillors will consider the suggested sites and return to Mr Tobin accordingly.

**4.2 Adrian Gunson memorial noticeboard**

Mr Tobin has placed the materials for a new noticeboard on order.

**4.3 Village map board**

Mrs Beardsell reported that the signage and usage of Brooke footpath 8 is not as marked on official ordinance survey maps. Kirstead footpath 1 likewise is different to that marked on the map. Mr Stone advised that footpaths can be officially changed and offered to carry out a full review of all Brooke footpaths. He will liaise with Mrs Beardsell and Mr Barmby whose family own some of the land in question. It was agreed that these paths need to be clarified before the village map board is made.

**5. Planning:**

**5.1 New and amended planning applications.**

**2020/1708 – Proposed refurbishment and single story extension to Mere House and Mere Lodge, 57, The Street**

This application was considered between meetings and the Parish Council had no objections to the proposal.

**2020/1709 – As above (listed building)**

This application was considered between meetings and the Parish Council had no objections to the proposal.

**2020/1804 – Proposed conversion of former chapel to provide a single dwelling, 50, High Green**

This application was considered between meetings and the Parish Council had no objections to the proposal.

**2020/1902 – Proposed single storey rear extension, new porch and alterations to 16, Old Hall Gardens**

This application was considered between meetings and the Parish Council had no objections to the proposal.

**2020/1916 – Proposed erection of two detached dwellings at land North of The Bungalow, Howe Lane**

This application was considered between meetings and the Parish Council recommended it for refusal for the following reasons:

The revised proposals seem too large for the plots and out of keeping for the countryside.

The design for plot 1 is for a raised rear balcony (facing West) which would look directly over the newly built property to the rear.

The property design for Plot 2 is out of character for the location. Howe is a rural Norfolk village with typical cottage style dwellings. The proposed design is very industrial and would not be in keeping with the area.

**2020/1890 – Proposed variation of condition 2 of planning permission 2018/2290 – to clad existing brickwork, reduce size of garage door and change to fenestration at The Bungalow, Howe Lane**

The application was considered and a vote taken with 7 Councillors having no objection to the proposal and 1 abstaining.

**2020/1945 – Proposed erection of oak framed car port at Davaar, 31, Norwich Road**

This application was received just before the meeting and therefore not all Councillors had been able to look at the detail online. It was agreed therefore that Councillors would email their comments to the Clerk once they had fully considered the application.

An email had been received by the Clerk from a member of the public regarding previous application number 2018/1178 (alterations to 87, The Street). At the time, members of the public had concerns regarding vehicular access to number 87 which

involved vehicles entering and emerging on to Northcroft which is also joined at that point by a public footpaths. There was concern over the safety of children emerging from the footpath. The new owner of number 87 agreed at the time to liaise with Highways and fund the installation of a safety barrier at the end of the footpath. This has never been installed. It was agreed that the Clerk would contact the new owner of number 87 to find out when this is likely to be installed.

## **6. Public spaces:**

### **6.1 Bins**

Mr Tobin reported that he has ordered and is awaiting a replacement bin for St Peters Road play area. He will also repair the damaged bin on the Brecon Road amenity area.

### **6.2 Benches**

The Clerk will forward some examples of picnic style benches for St Peters Road play area, the Brecon Road amenity area and the meres in both wooden and recycled plastic materials.

### **6.3 Trees and hedges**

The leylandi hedge outside number 36, High green is overhanging. Mr Spinks will ask the owners to cut it back.

Mr Pitelen has cut back the hedges at the boundary of the Baptist Chapel on High Green. The new owners have offered the Parish Council the old noticeboard which Councillors voted to accept.

The Clerk obtained a quote from Simon Aylmer to carry out a survey of all Parish Council trees at a cost of £190.00. Councillors confirmed by email that they accepted the quote and the Clerk therefore authorised Mr Aylmer to go ahead.

### **6.4 Signs**

Mr Harrison purchased a new fishing sign for the west mere. It was agreed that there should be further sign for the other side of the west mere so he will order another at the cost of £30.00.

## **7. County Councillor report:**

Mr Stone gave his report, summarised as follows:

The Government has provided extra funds for heritage organisations like museums.

There is a new rough sleeper initiative with extra funds to help get more people off the streets. Most major firework events have been cancelled so it is expected that there will be an increase in unofficial firework displays. There is a commitment that by 2025, all houses in the county will have super or ultra-fast broadband or fibre directly to the house. There should be good mobile phone coverage to the whole county over the next few years.

Mr Harrison reported that once again, the reflective covering on the central island bollards in the village has cracked and peeled and is no longer very reflective. Mr Stone will look into it.

## 8. Finance:

### 8.1 Clerk's financial statement

The Clerk's financial statement was circulated.

### 8.2 Cheques to be authorised

The following cheques were approved and signed accordingly:

£225.00	D Laskey	Grass cutting
£60.49	C Stevens	Chainsaw chain and fuel re meres works
£30.00	Black Dog Signs	Sign for meres

## 9. Parish Council administration:

The Clerk has purchased an additional memory stick for the purposes of keeping a back up of Parish Council documents with the Chairman as well as with the Clerk.

There are new regulations around compliance for Parish Council websites. It was agreed that due to the complexities involved, the Clerk would appoint Steve Jackman to carry out the necessary procedures at a cost of £45.00. Mr Jackman originally set up the Parish Council website and has extensive working knowledge of Parish Council matters.

## 10. Correspondence:

An email had been received from a member of the public who raised concerns in 2018 regarding planning application number 2018/1178 and 1179 for alterations to number 87, The Street. He and other residents were concerned that the application included opening up vehicular access to the rear of the property via Northcroft, which would involve vehicles entering and emerging from the property at the point at which a public footpath joins Northcroft. Members of the public and the Parish Council felt that this could cause a danger to pedestrians. The new owner of number 87, The Street agreed to fund the installation of a safety feature (a staggered barrier) and to liaise with Highways. To date, no safety feature has been installed. Councillors agreed that the Clerk should write to the owner of number 87 and as for the present position.

## 11. Items for agenda of next meeting:

Flashing speed signs  
 Adrian Gunson memorial noticeboard  
 Village map board  
 Bins  
 Benches

There being no further business, the meeting closed at 8.45pm

*Brooke VC Primary School Governors Report October 2020*

*We are delighted to advise that the number of children on the school roll, now stands at 121. This is a significant increase from the 93 when Mr Griffiths took over the Headship. The increase is a reflection of all the hard work put in by him, the senior leadership and every other member of the team. We are incredibly lucky to have such an amazing group, and should also give mention to the PTFA, and parents/carers alike. It is also a reflection of the innovative curriculum, ethos and cultures established in the school which have driven improvement to make the school, the school that we all would have wanted to go to in our own formative years. On behalf of the Governing Board, a huge thank you.*

*The school has responded well to the challenges brought about by Covid and continues to adapt, in conjunction with government guidance. Again, we would like to thank all Staff, Parents and Carers, for working with us. Since returning in September, the school has ensured wrap-around care is in place for both breakfast club and after school. This has proven to be a huge help for parents and carers as they themselves deal with the work/life challenges brought about by Covid.*

*We are already touring parents and children for places in Reception in September 2021, and welcome parents to get in touch with the school to arrange a visit with the Headteacher.*

*The school is always looking for ways that members of the Brooke community can support learning in school, and the school can support the local community. Since March, the school has provided a wellbeing service for children and their families, has published a newsletter which was distributed around the village and the school's social media and Facebook page went viral just before lockdown with a flashmob video featuring all of the children and staff in school.'*