

**MINUTES OF BROOKE PARISH COUNCIL MEETING HELD AT BROOKE VILLAGE HALL ON MONDAY
19TH JULY 2021 AT 7.30PM**

Present: Mr Harrison, Mrs Beardsell, Mr Barmby, Mr Pitelen, Mr Tobin, Mrs Jones and Mr G. Gibson

In attendance: The Clerk and 1 member of the public.

Absent: Mr Fuller (District Councillor)

1. Apologies for absence:

Apologies were received from Mr Spinks, Mrs Hannah and Mrs Mason-Billig (County Councillor).

2. Declarations of interest:

There were no declarations of interest.

3. Minutes of Annual Meeting of the Parish Council on 21st June 2021:

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.

4. Matters arising from Annual Meeting of the Parish Council on 21st June 2021:

4.1 Flashing speed signs

Mr Tobin reported that the SAM unit is ready but has not yet been delivered.

4.2 Village map board

Mrs Beardsell has obtained a quote for supply of a 60 X 60cm map upon which the PC can choose to mark whatever features it wishes, such as location of footpaths, dog bins, bus stops etc. The cost would be £49.99 each if 3 were purchased. The Men's Shed are happy to make a cases for them. Mrs Beardsell suggested a lectern style case which was agreed. Mr Harrison advised that there is already a map in a case on the side of the village hall. He suggested re-using that case to put a new map in. Councillors agreed that initially 2 maps should be ordered; one to go in the existing case and 1 to go in a new case to be made by Men's Shed.

4.3 Benches

Mr Harrison has ordered 3 picnic benches which are yet to be delivered. 2 will be located at St Peters Road play area and 1 at the Brecon Road amenity area. Mrs Jones will ask Steve Jones to quote to mount them on and in to concrete bases.

4.4 Land registration

Mrs Beardsell agreed to chase the solicitors regarding registering the Brecon Road amenity area and the meres triangles.

4.5 Trees

South Norfolk Council has not yet given the go ahead for the tree works described in Simon Aylmer's report to be carried out. The Clerk will chase them up.

4.6. Asset of Community Value

This item was deferred.

4.7 Plaque for noticeboard

Mr Harrison has fitted a plaque to the new noticeboard which reads 'In memory of Adrian Gunson'.

4.8 Post Office

The Clerk wrote to Post Office Services asking for confirmation of when and what provision will be made in Brooke following the closure of Brooke Post Office. She is awaiting a response.

4.9 Squash club

There was no update on progress.

5. Planning:

5.1 New and amended planning applications

2021/1396 – Proposed addition of 1st floor steel and glass balcony off the main bedroom at the rear end of the house at Mill Farm, Brooke

There were no objections to the application

The following applications were received between meetings:

2021/1411 – Proposed 1st floor extension over existing single storey modern extension at 65, The Street

There were no objections to the application.

2021/1177 – Proposed erection of garage with annexe above at Field View, Howe Lane

The PC objected to the application.

5.2 Local Development Plan

Councillors had looked at the proposed preferred sites. The Clerk had asked Mr Wells of FW Properties and Mr Spurgeon who had put forward the two main sites for possible development for confirmation as to what they were proposing.

FW Properties has put forward 2 sites, one on each side of the main road but did not provide any detail or plans for the possible properties.

Mr Spurgeon has put forward 1 site and sent full details for the 28 properties proposed.

Mr Gibson had drafted a suggested response to the sites suggested. Councillors will consider the wording and a final agreed version will be sent to the Clerk for submission prior to the consultation deadline of 2nd August 2021. The submission will be added as an addendum to the minutes.

6. Public spaces:

6.1 Trees and hedges

A member of the public had contacted the Clerk to report overhanging foliage over the path at Mere House, The Street. Mrs Jones has spoken to the owner who has agreed to cut it back.

The Loke is very overgrown. Mr Barmby confirmed that his father will cut it back.

6.2 Highways

Mr Tobin reported that the road sign for Coniston Road is very faded. He will report it to Highways.

7. County and District Councillor reports

Neither the District or County Councillor were present to give a report.

8. Finance:

8.1 Clerk's financial statement

The Clerk's financial statement had been circulated prior to the meeting and was accepted as a true representation of the current financial position of the Parish Council.

8.2 Cheques to be authorised

The following cheques were approved for signature:

£1250.00	Brooke Play Park Committee	Grant
£570	M Carpenter	Grass cutting
£1272.50	D Harrison	Reimbursement of cost of benches and plaque

8.3 Clerk's pay review

The Clerk is on Local Government pay scale point 25 which increased from £14.96 to £15.33 on 1st April 2020. All Councillors agreed to increase the Clerk's salary to be backdated to 1st April 2020.

9. Parish Council administration:

The Clerk advised that the Risk Assessment has not been updated recently. She will send a copy of the current version to all Councillors to be considered at the next meeting.

10. Correspondence:

There was no correspondence to discuss.

11. Open forum

Mr Pitelen had obtained a quote for dredging the mere of £29,500.00. This price did not include removing the waste material. He will try and get further quotes. The Clerk suggested it may be worth leafletting the village advising what needs doing, the reasons behind doing it and appealing for help from anyone local who may know someone with the necessary equipment. She will speak to a councillor at Seething Parish Council who has looked into and arranged dredging of Seething mere and ask for suggestions.

Mr Pitelen suggested purchasing and fitting a new litter bin to the side of the bus shelter on Norwich Road and there is a problem with litter at that location. The Clerk will order a black, lidded bin to be wall mounted up to the value of £150.00.

12. Items for agenda of next meeting:

Cheque for leaflet printing
Cheque for backdated Clerk's salary
Risk assessment
Flashing speed signs
Village map board
Meres
Trees
Benches
Land registration
Squash club
Asset of Community value
Post Office

There being no further business, the meeting closed at 9.20pm