

BERGH APTON PARISH COUNCIL

Minutes of the Annual General Meeting held on Wednesday, 8th May 2002 at the Village Hall at 7.30pm

Parish Councillors

Present: Mr. R. Kerry (Chairman)
Mr. D. Skedge
Mr. D. Blake
Mr. C. Johnson
Mr. P. Butterworth
Mrs. E. Robinson

Apologies: Mr. R. Waters

1. **Appointment of Chairman:** Mr. R. Kerry was nominated for this post by Mrs. E. Robinson the proposal was seconded by Mr. P. Butterworth the voting was then 5 votes for with 1 abstention (the Chairman abstained.) Mr. R Kerry then signed the Acceptance of Office form, which was countersigned by the Clerk.
2. **Appointment of Vice Chairman:** Mrs. E. Robinson volunteered and was then proposed by Mr. P. Butterworth and seconded by Mr. C. Johnson and agreed unanimously.
3. The **new Acceptance of Office forms** were then signed by all those Councillors who had not previously submitted their forms and their signatures witnessed by the Clerk.

This concluded the business of the meeting at 7.45pm

BERGH APTON PARISH COUNCIL

Minutes of the meeting held on Wednesday, 8th May 2002 at 7.45pm at the Village Hall,
following the Annual General Meeting

Present: Mr. R. Kerry (Chairman)
Mrs. E. Robinson (Vice Chairman)
Mr. C. Johnson
Mr. D. Blake
Mr. D. Skedge
Mr. P. Butterworth

The Clerk (Miss L. Lain-Rogers) and four members of the public were also present.
Mr. Alan Hawthorne (District Councillor) sent his apologies

1. **Apologies** were received from Mr. R. Waters who was detained at work
2. **Declaration of Interest:** none
3. **Minutes of the Meetings** held on Monday, 25th March and Monday, 15th April 2002 were agreed as correct and signed by the Chairman
4. **Matters arising:**
 11. **Skateboarding**, Paul Butterworth reported no developments but keep on the agenda for next meeting.
 - 5b. **IT facilities for Parish Councils** – The Chairman enquired whether the Clerk had consulted the Parish Councils of Alington with Yelverton and Ashby St. Mary with regard to sharing the cost of £150. She hadn't as there had been further developments which were then reported on by Derek Blake. South Norfolk Council are advising all Parish Councils to take up the offer of IT provision for their villages as this is a “one off” opportunity which is HM Government funded. They are further advising that provision should be made in the budgets of all Parish Councils to replace the Computers every three years and suggest a £1,500 budget over the period. He then itemised the decisions that will need to be made: a) Bergh Apton will need to pay £150. b) Depending on the other Parish Councils' response, Bergh Apton could make a charge for the use of its computer. The Clerk will consult the other Parish Councils
 - 5.21 The Chairman expressed some concern that the application from **Framingham Earl School for sports college status** might be at the expense of other departments within the school. Further enquiries will be made.
 - 6.a **Planning Application** for The Stables in Sunnyside for the erection of an extension and conservatory ref. E07/02/0403/H had been approved by South Norfolk Council.
Planning Application for Land at Church Meadow Lane for the erection of four bed house and garage ref. E07/02/0123/F had been refused by South Norfolk Council as it no longer met the planning guidelines for developments within certain villages.

5. Correspondence:

1. **Loddon Learning Works** – opening day of activities Saturday, 11th May 10am to 4pm Loddon Library Annexe – and Committee meeting on Friday, 24th May at 9.30am at Loddon Library circulated and poster to go on notice board.
2. **South Norfolk Alliance – Community Plan for 2002/3** – Derek Blake had attended the launch of the plan at Hempnall on Saturday, 27th April and reported on it. In particular the obtaining of Leader + funding had been an achievement of the programme. Some of the statistics given at the meeting had been disturbing both in relation to education provision and access to local services. The next stage envisages village appraisals to discover the needs of local communities. Software is available to facilitate this (it is thought at no cost) and Derek Blake proposed that the Council seek to obtain a copy from South Norfolk Council. There will then be a need to reduce the number of questions to those relevant to this community and get it out to everyone in the village. Derek Blake proposed that this software be obtained this was seconded by Liz Robinson and agreed unanimously.
3. **Bergh Apton Youth Club** a letter had been received from Rob Paddison seeking financial support from the Council for the employment of a Youth Worker as PACT and Norfolk Youth Service funding will end on 16th May, 2002. Paul Butterworth suggested that an approach be made to all the other Parish Councils whose young people use the club and the Clerk will write to Mr. Paddison suggesting this. It was agreed to put the question of a donation under Finance on the next agenda and it was then proposed by Liz Robinson that the figure £50 to £100 be indicated. This was agreed.
4. Listed Building status for White Willows, The Street – the Secretary of State has approved listed building status for White Willows.
5. NHS – new health authority – information circulated
6. SMP playground equipment – information circulated
7. East Anglian Children's Hospice newsletter – information circulated
8. NCC Planning and Transportation – information circulated
9. Norfolk Rural Community Council - information leaflet - seeking subscription this was circulated for consideration at next meeting
10. NCAPTC New Audit Regulations seminar 23rd May in Poringland – the Clerk was willing to attend. The cost will be £12.50 shared with one other council i.e. £6.25
11. SNC Green Sheet – May 2002 – information circulated
12. Loddon Area Village Transport – Meeting in Loddon on 29th April received too late to attend. See Minutes from this meeting attached information passed to Transport working group
13. The Countryside Agency – new green spaces grants available – information circulated.
14. SNC programme of meetings March 2002 to April 2003 – information circulated
15. SNC Housing Forum – Housing and Tenancy – circulated
16. Norfolk Matters, copy for each Councillor – circulated
17. NCC Vegetation cutting on Public Rights of Way- information circulated and poster put on Notice Board.

18. NRCC Village Hall Centre Scheme – reply by 24th May the Clerk was asked to send this to Mrs. M. Smith Chairman of the Village Hall Management Committee.
19. Letter from Suzanne Mewton on Play Area Project
20. CPRE magazine - circulated
21. Crime Statistics - circulated
22. NALC The Ethical Framework – circulated
23. TCG Newsletter - circulated

6. Finance:

- a) NCAPTC – Chairmanship Training on 24th June at a cost of £15. Details given to Liz Robinson
 - b) Bergh Apton Post Office cheque (to B J and R I Cushing) for cost of refreshments at Annual Parish Meeting for £30.12 no. 700312 this was approved in the minutes on 15th April and the total noted at this meeting.
 - c) BYRUS – after discussion a donation of £50 (cheque no. 700313) was proposed by Paul Butterworth and seconded by Liz Robinson and approved the voting was five votes for and one against.
 - d) Clerk's expenses – a copy of the details was given to each Councillor – it was then proposed by Liz Robinson and seconded by David Skedge that the sum of £37.13 (cheque no. 700314) be paid this was agreed unanimously.
 - e) Audit and auditor – the RFO explained the new arrangements for the audit for 2002. The accounts will need to be taken to South Norfolk Council on 17th June. Fifteen days prior to that a notice must be placed on the notice board advising the public that they can come to South Norfolk Council to see the accounts and can bring up any points that they want to. One of the new requirements is to have an internal auditor. After discussion David Skedge offered to do this audit he was then proposed by Liz Robinson and seconded by Bob Kerry and agreed with five votes for and one abstention.
7. **Planning Application: for White Willows**, The Street to relocate a door between bedrooms 2 and 3 ref: E07/02/0679/LB after discussion this was approved unanimously. A Planning Application had also been received for Holly Lodge Farm, Loddon Road, for the partial demolition of an existing rear wing and the erection of greenhouse. The ref: nos are E07/02/0799/H and E07/02/0800/LB as this had not been advertised before the meeting and concerned a listed building it was decided to hold a meeting on Monday, 13th May at the Village Hall at 7.30pm. The Clerk to erect notices advertising this. A site meeting may follow.
8. **Annual Parish Meeting follow up:**
- a) Overhanging trees in Threadneedle Street – this matter is now in the hands of the NCC.
 - b) Car Parking in Threadneedle Street – the Chairman will visit the owner.
9. **Homewatch** – at the Annual Parish Meeting it was suggested that a letter of thanks be sent to Mr. Peter Tatman for his work on Homewatch since its inception in January 1994. The Chairman will do this. The suggestion that a village co-ordinator be sought through the Newsletter will also be carried out, but it was pointed out by Derek Blake that only a

very few villages have co-ordinators most manage with simply having street co-ordinators. The roads of Church Road and Mill Road are currently without a co-ordinator and these vacancies will be advertised also in the Newsletter. There is a further meeting of the Homewatch contacts in each village at South Norfolk Council next week and Derek Blake will attend.

10. **Footpaths and bridleways** – a footpath map was passed to the Footpath Warden for the southern half of the village Mr. Graham Harber. The hole in Wrong Lane has now been filled. The Chairman has walked footpath no: 12. It was noted that footpath no: 7 has not yet been cut and Graham Harber will contact the landowner to arrange this before the Sculpture Trail.
11. **Transport Survey** – Liz Robinson had done some further work on the statistics following receipt of the returns from the village it was clear that 50% would use a transport scheme if it met their needs – it was thought the taxi voucher scheme most nearly met the requirements. The Clerk had brought the completed questionnaires that had been filled in by members of the Youth Club. The file was given to Liz Robinson so that an application for a grant can be made. Another meeting of the working group will be needed.
12. **Tenwinter Trust** – Paul Butterworth said the pass book had still not been returned so he was unable to present the year's accounts.
13. **Electoral Review** – the abolition of the Beauchamp Ward. Councillors felt that their concerns over the abolition of the ward had not been sufficiently taken into account by the Local Government Commission for England they therefore asked that the letter sent last October be sent again stating that their views had not changed and asking that due consideration be given to their concerns. It was further suggested that the Clerk email a copy of the October letter to each Councillor so that they could also send a copy to the Commission together with their own short submissions. The Clerk will do this. It was noted that all representations have to be made by 20th May.
14. **Other matters for consideration for future agendas** and items for information:
 - a) Chris Johnson raised the question of a second tree warden for the parish. Mr. John Lester of Mill Road had helped him considerably this year and was willing to become a tree warden. This to be an agenda item for next meeting. Chris Johnson said that appointment would mean that he was covered by SNC insurance. The Clerk was also asked to enquire from Zurich the effect of having two tree wardens on the Parish Council's insurance.
 - b) A member of the public had raised the question of broken glass in the red telephone box on Threadneedle Street. Derek Blake will report this to both the Police and also to BT.
15. **Dates of next meetings:** all on Wednesdays – 7th June, 17th July, 11th September, 9th October, 13th November and 11th December. And in 2003 8th January, 12th February, and 26th March.

The meeting closed at 9.45pm

