

BERGH APTON PARISH COUNCIL

Minutes of the meeting held on Wednesday, 12th June 2002 at 7.30pm at the Village Hall.

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

The Clerk (Miss L. Lain-Rogers) and two members of the public were also present. Mr. Adrian Gunson (County Councillor) sent his apologies.

1. **Apologies** were received from Mr. R. Waters detained at work and Mr. P. Butterworth who was attending to his daughter in hospital.
2. **Declaration of interest:** none
3. **Minutes of the meeting** held on Wednesday, 8th May and the planning meeting on Monday, 13th May were agreed as a correct record, proposed by David Skedge, seconded by Liz Robinson and signed by the Chairman.
4. **Matters arising:**
 - 5b. IT facilities for Parish Clerks: the Clerk had spoken to both Alington with Yelverton and Ashby St. Mary Parish Councils and they were both investigating the possibility of obtaining their own computers. Therefore no decision on sharing or spreading the costs of the Bergh Apton computer can be made at present.
 - 5.21 Framingham Earl School: it was noted that a long serving teacher in the language department is leaving. These changes remain a concern.
 - 6.a Planning Application for land at Church Meadow Lane the Clerk had been consulted by James Debbage as to whether the Council had been notified of the changed designation of the village and removal of the development envelope. Upon research it would appear that the notification was dated 18th May 2001, this followed the Inspector's report on the Local Plan, although the Council was not fully aware of the implications of those changes at that time.
 - 5.2 SN Alliance Community Plan: Derek Blake reported on the action he had taken to obtain the software to facilitate a village appraisal. The staff at NRCC had not been helpful and suggested that Parish Councils were unrepresentative of their communities. He had now contacted the publishers of the programme directly and they were sending an information booklet. Derek will again email Geoff Rivers the Chief Executive of SNC for confirmation that they will cover the cost of the software. On this basis the Council were unanimous in their wish to proceed.
 - 8.b Car Parking in Threadneedle Street: the car had not been parked there so much in recent weeks and the Chairman is monitoring the situation.
 - 9. Homewatch: the Chairman has written to thank Mr. Peter Tatman for his service to the community. A copy of the letter was passed to the Clerk.
 - 10. Footpaths: Mr. Graham Harber reported that he had asked the farmer to cut footpath no. 7 but he had not agreed to do so in time for the Sculpture Trail. Norfolk County Council has now cut the path and other paths in the

parish. Derek Blake asked the legal position on the need to erect signs warning of spraying operations. The Clerk will ask Dr. Peter Barber of NCC.

13. Electoral Review: the Clerk had received a reply to the letter sent expressing the Council's concerns (see Minute 8th May, no 13) this was a standard letter which failed even to identify the Parish Council from which it was sent indeed only one letter addressed to Miss Rogers had been received in response to all the detailed letters sent by the three Parish Councils for which she is Clerk. After discussion the Council asked the Clerk to write again saying that the elected members of the Council were offended at the way their serious concerns over the abolition of the Beauchamp Ward had been dealt with, this gave little confidence that their concerns would be in any way addressed.

14b. Phone box: Derek Blake had phoned the Police and registered the broken glass as a crime. After some difficulty he had obtained a BT number to report the damage on (0800 679787) and the job was done within the hour! Liz Robinson raised the question of maintenance of the paintwork on the phone boxes – it was agreed to make this an agenda item for the next meeting.

5. **Correspondence:**

1. The Standards Board for England pack including video on Code – copy of guide on “How to register and declare interests and register gifts and hospitality” given to each Councillor. Video circulated.
2. SNC notice of adoption of Code of Conduct - circulated
3. SNC Advice on implementation of Code of Conduct - circulated
4. DTLR Consultation paper on local investigation and determination of misconduct allegations – see item 8 in minutes
5. SNC letter concerning dispensations to speak and vote - circulated
6. South Norfolk Alliance feedback from launch of Community Plan - circulated
7. Home watch Newsletter and tape on prevention of distraction burglaries – it was agreed that it would be helpful to give a copy of the tape of advice on how to avoid distraction burglaries to some residents. Derek Blake will make copies and the Clerk to try and ascertain how many would be needed. There are Homewatch training days on 21st and 28th July both running from 10am to 4pm. Derek Blake will hope to attend one.
8. Police – Community Consultation Forum on 20th June at Diss at 7.30pm no one was available to attend.
9. SNC IT Minutes of Parishes Project Management Board meeting – information - circulated
10. Zurich Municipal – annual ½ day Health and Safety Seminar 27th June at Thetford cost £60 – no one will attend.
11. NCAPTC – lower cost insurance through Zurich Municipal – after discussion it was felt this was unlikely to benefit the Council as in a short while we will be taking responsibility for a Children's Play Area. Currently the scheme would only save the Council £2.00.
12. NCC Local Transport Plan – Forum feedback - circulated
13. SNC Planning approval granted to Bussey Bridge Farm - circulated
14. CPRE Voice magazine - circulated
15. Shell Better Britain Magazine - circulated
16. SNC Queen's Jubilee baton relay 26th June at Broome - circulated

17. SNC notes from a meeting with Clerks on 22nd April – information circulated
 18. NCAPTC Norfolk Link no. 131 3/02 – includes useful information on Audit and Standing Orders.
 19. NCAPTC Publications list - circulated
 20. NRCC Housing in rural Norfolk seminar on 1st July – no one attending
 21. Anglia Woodnet survey of energy use in the village – Clerk will complete the survey of fuel use.
 22. Summer Music in Wymondham – two copies circulated
 23. Norfolk Civic Champion training scheme applications by 19th June – after discussion no one could think of a young person who might benefit from the scheme, it will be drawn to the attention of the Youth Club, though is geared to those who have left school as it involves a residential course.
 24. NCC changes to local bus services – circulated
 25. Police – mobile station timetables – circulated
 26. NCAPTC Constitution – copy for information – circulated
 27. SNC Training for Community Groups at the Nightingale Centre in Poringland – this was considered and Derek Blake, Liz Robinson and the Clerk all expressed an interest in the course to be run on 3rd September which will focus on obtaining funding for projects.
 28. CPRE Planning Update May 2002 – circulated
6. **Finance:**
- a) NCAPTC Chairmanship Training Course on 24th June cost £15. Liz Robinson expressed an interest in attending and the payment was proposed by Chris Johnson, seconded by Bob Kerry and agreed unanimously (cheque no. 700316)
 - b) Zurich Municipal Insurance annual premium £183.25 proposed for payment by Derek Blake, seconded by Liz Robinson and agreed unanimously (cheque no. 700315)
 - c) Bergh Apton Youth Club letter seeking support. After discussion it was proposed by Chris Johnson, seconded by Liz Robinson and agreed unanimously to send a cheque of £100 (cheque no. 700317)
 - d) Norfolk Rural Community Council to consider a subscription. After discussion it was agreed to join for a year at a cost of £12.00 proposed by Liz Robinson seconded by Chris Johnson and agreed with one abstention (cheque no. 700318)
 - e) Bergh Apton Newsletter sponsorship for the year beginning 1st January 2002 it was agreed to send £45 proposed by Derek Blake and seconded by Liz Robinson (cheque no. 700319)
7. **Audit:** appointment of internal auditor: the Clerk reported on the training course she had attended and explained that the internal auditor cannot be a member of the Parish Council but needs to be an independent member of the public. After discussion it was agreed to appoint Hilary Ling, who had previously expressed a willingness to serve as village auditor, to undertake this role Liz Robinson proposed, David Skedge seconded and it was agreed unanimously. The Clerk had a draft set of Standing Orders and it was agreed that these will be appended to the audit forms to go to the District Auditor on Monday, 17th June and be formally agreed at the next meeting.

8. **Code of Conduct DTLR consultation paper:** responses needed by 1st July as this had only just been received by the Council it was agreed that the Chairman would read the paper and respond on the Council's behalf
9. **Transport working group:** Liz Robinson had compiled a fuller survey of local needs following the return of the Youth Club questionnaires. She anticipates being able to complete the application form for funding very soon and will invite the other members of the group to consider the application before it is sent off.
10. **Race Relations policy:** the Clerk said that all Councils were being asked to adopt a race relations policy and a model resolution was suggested. "Bergh Apton Parish Council acknowledges the general duty place upon it by the Race Relations (Amendment) Act 2000. The Council will continue within its' functions and policies to have due regard to the need to eliminate discrimination, promote equality of opportunity and promote racial equality between people of different racial groups." After discussion this resolution was proposed by Derek Blake seconded by Liz Robinson and agreed unanimously.
11. **Tenwinter Trust:** this was deferred to the next meeting
12. **Appointment of second Tree Warden:** Chris Johnson had spoken to John Lester who had agreed to take on the role, he then proposed John Lester for second Tree Warden this was seconded by Derek Blake and agreed unanimously. Chris will tell John. The Chairman asked that the Council's thanks be also passed on to him.
13. **Other matters for consideration** for future agendas and items for information only. Graham Harber asked about ivy on trees in Bungay Road and also was concerned about a tree overhanging the road at Lion corner. Derek Blake asked about the stench coming from the Sewage Pumping Station on Loddon Road this is now much worse after the recent "improvements." The Clerk will contact Anglian Water.
14. **Date of next meeting:** Wednesday, 17th July 7.30pm at the Village Hall, the Chairman gave his apologies for non-attendance at this meeting in advance.

The meeting closed at 9.44pm