

## BERGH APTON PARISH COUNCIL

Minutes of the meeting held on Wednesday, 26<sup>th</sup> March 2003 at 7.30pm at the Village Hall

Present: Mr. R. Kerry (Chairman)

Mrs. E. Robinson (Vice Chairman)

Mr. D. Skedge

Mr. P. Butterworth

Mr. C. Johnson

The Clerk (Miss L. Lain-Rogers) and two members of the public were also present.

Mr. A. Gunson (County Councillor) and Mr. A. Hawthorne (District Councillor) both sent their apologies.

1. **Apologies:** were received from Mr. D. Blake who is in Cambridge on Health Service business.
2. **Declaration of Interest:** none
3. **Minutes of the meeting** held on 12<sup>th</sup> February, 2003 were agreed as a correct record and signed by the Chairman.
4. **Matters arising:**
  - a) EDP Village of the Year competition – a query was raised as to the need for a litter working party to clear areas where litter dropping is prevalent. It was agreed that when Councillors became aware of particular problems they would let the Clerk know who will in turn contact South Norfolk Council. Chris Johnson suggested the appointment of a “Litter Warden” who like the Footpath and Tree Wardens would be a first point of contact.
  - b) Road Haulage Depot, Welbeck Road the County Council officers are continuing to work with T. Farrow and Co. to agree a satisfactory landscaping scheme.
  - c) Bridleway No. 10 Graham Harber (Footpath Warden) has reported that the finger post has not yet been repaired or the HGV advisory sign replaced at the top of Bungay Lane. The Clerk to contact Cllr. Adrian Gunson.
  - d) Hedge cutting – request from Ruth Harris on behalf of horse riders – Cllr. Gunson has asked for the specific locations before any action can be taken. Chris Johnson reported considerable debris left on Loddon Road after recent hedge cutting causing cycle punctures. The Clerk to ask Cllr. Gunson for advice on the legal position.
5. **Finance:**
  - a) Bergh Apton Newsletter annual donation of £45.00 this was proposed for payment by Liz Robinson, seconded by Chris Johnson and agreed unanimously (cheque no. 700334)
  - b) Vital Villages – Village Plan Meeting expenses: Hire of Village Hall £8.00 (Village Hall Management Committee) this was proposed for payment by David Skedge, seconded by Paul Butterworth and agreed unanimously (cheque no. 700335.) Bergh Apton Post Office for refreshments £90.00 (B.J. & R.I. Cushing) this was proposed for payment by Liz Robinson, seconded by David Skedge and agreed unanimously (cheque no. 700336.) Printing of Village Plan letter for every household £19.22 (Derek Blake) this was proposed for payment by Chris Johnson seconded by Paul Butterworth and agreed unanimously (cheque no. 700337.)
  - c) NCAPTC annual subscription £94.41 this was proposed for payment by David Skedge seconded by Liz Robinson and agreed unanimously (cheque no. 700338.)
6. **Correspondence:**
  1. SNC Parish Plan – response requested before end of March, Clerk to complete and return
  2. NCC Household Waste – consultation on options - return by 28<sup>th</sup> May, Liz Robinson agreed to complete this questionnaire.
  3. NCC Norfolk Local Transport Plan annual forum County Hall Norwich, 23<sup>rd</sup> April – registration needed by Friday, 11<sup>th</sup> April – it was likely that no one would attend this.

4. Boundary Committee Periodic Electoral Review of Norfolk County Council – respond by 7<sup>th</sup> July it was felt unlikely that a response would achieve anything.
  5. NCC Periodic Electoral Review – poster for display on main notice board
  6. NCC Boundary Committee electoral review
  7. SNC Money for IT Training, Software and Computers – response by 25<sup>th</sup> April or before – the Clerk was asked to copy this information to all the potential groups in the village who might be able to apply
  8. SNC Care and Repair letter seeking help from retired practical people and leaflet on Homefix to draw to the attention of any in need of the service – this to be an agenda item for next meeting.
  9. SNC Local Plan adoption – copies available for inspection at local libraries etc. Response from consultees on the process asked for Bob Kerry will complete this questionnaire.
  10. RBS Auditing Solutions – offering an internal audit service
  11. Solo Housing re finding additional accommodation posters up on boards and leaflets for any likely households
  12. Copy of a letter from Mrs. P. Waters re Farrows site.
  13. Norfolk Matters – copy for each Councillor
  14. DEFRA Quality Parish Councils Initiative
  15. NCAPTC Norfolk Link no. 136 Issue 2 2003
  16. NCAPTC Job opportunities - Administration and Finance Officer and a Lead Marker for Assessing Clerks
  17. Travellers in Norfolk
  18. NCAPTC a morning with the auditor 23<sup>rd</sup> April Yaxham Village Hall
  19. Norfolk Police Authority – independent custody visitors
  20. Your Life 2003 3<sup>rd</sup>/4<sup>th</sup> May Norfolk Show Ground
  21. Green City – Cities in Bloom
  22. SNC Environmental Services charges from April 2003
  23. Glasdon bus shelters
  24. Abacus bus shelters
  25. Bus Shelters Ltd
  26. SNC Environmental Service Charges from April 2003
  27. CPRE Newsletter to circulate
  28. Countryside Voice
  29. SNC Environmental Liaison Group – they are revising their list of parish contacts, Bob Kerry said he would like to continue as the contact for this village.
- Note: items 1M and 7M removed for the Clerk to action and return these items to Chris Johnson who has taken the correspondence first this month.
7. **Planning applications:** South Norfolk Council gave full planning permission for the Road Haulage Depot, Welbeck Road for the demolition of existing buildings and rebuilding offices ref: E07/03/0160/F on 3<sup>rd</sup> March 2003
  8. **Vital Villages, Parish Plan:** there was a good response to the meeting on Friday, 28<sup>th</sup> February with over thirty residents attending. At the meeting a number of volunteers came forward and Derek Blake is now in the process of forming the Steering Group that will take the next stage of the Parish Plan forward.
  9. **Village Sign:** a working party agreed the adjustments that need to be made to the design as painted by Mr. Soanes. Chris Johnson will deliver the sign to Bob Kerry and Bob will then visit Mr. Soanes with the Clerk. Liz Robinson had asked Kevin Parfitt for permission to site the sign at the corner of Dodgers Lane, but this was not agreed. Alternatives suggested were, the corner by the Parish Council notice board on Church Road, but it was felt that this might be a road hazard; the junction of The Street with Threadneedle Street and Cookes Road was considered as was the Village Hall. Bob Kerry will speak to Maggie Smith to find out whether the Village Hall Management Committee

would be willing to have the sign and if so the best place to put it. It was thought that the next Village Hall meeting was on 30<sup>th</sup> April. Norfolk Rural Community Council – Activities Fund has sent a cheque for £500 towards the cost of the Village Sign, a letter of thanks will be sent. Bob Kerry said that meant that nearly all the money is now in place. It was agreed to commission the sign and also to ask Mr. John Rudd to build the brick base and timber upright.

10. **Bus shelter:** it was noted that funds are now available through the County Council and several catalogues were available for a design to be chosen. The Clerk had spoken to Mr. Paul Goulding, Chairman of Alington with Yelverton Parish Council who said that he thought it likely that they would be willing to allow the Bergh Apton Parish Council to site the proposed bus shelter at Hellington Corner on the Alington side of the road – a licence agreement or some such might be arranged. The Clerk was asked to obtain prices for likely specifications of the bus shelters in time for a working party at Mill Farm on Wednesday 9<sup>th</sup> April at 7.30pm.
11. **Preparations for the Annual Parish Meeting** on Monday 28<sup>th</sup> April: this to follow the format as in previous years with wine and refreshments available at 7pm for a 7.30pm start. The Clerk was asked to write and invite representatives from all the village organisations on the list to give short reports. It was proposed by Liz Robinson and seconded by David Skedge that the wine and nibbles be purchased from the Bergh Apton Post Office and to be of the same quality as those obtained for the Parish Plan meeting – this was agreed unanimously and the Clerk was asked to arrange this. Councillors were asked to be at the Village Hall by 6.45pm to help set up the hall and welcome people.
12. **Nomination for representative** on Village Hall Management Committee: there was no one from the Parish Council who wished to stand and therefore Bob Kerry will contact Mrs. Maggie Smith to see if the Parish Council can nominate Mr. Lesley Smith (previously a long serving member of the Parish Council.)
13. **Other matters for consideration** for future agendas and items for information: none
14. **Date of next meeting:** Wednesday 23<sup>rd</sup> April 2003

The meeting closed at 9.01pm