

BERGH APTON PARISH COUNCIL

Meeting on Wednesday, 23rd April 2003 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
 Mr. P. Butterworth

Also present the Clerk (Miss L. Lain-Rogers) and three members of the public. County Councillor Adrian Gunson came later and District Councillor Alan Hawthorne sent his apologies.

1. **Apologies:** none
2. **Declaration of Interest:** none
3. **Minutes of 26th March, 2003** previously circulated were agreed after the words, “a letter of thanks will be sent” were deleted from page 340. The Minutes were then signed by the Chairman as a correct record.
4. **Matters arising:**
 - a) EDP Village of the Year Competition – Derek Blake said that several of the notice boards around the village were in need of tidying up and painting. After discussion on the ownership, only one of which belongs to the Parish Council, it was agreed to ask for a volunteer to paint the notice boards at the Annual Parish Meeting. The Clerk was asked to contact the owners for permission to do this. It was suggested that the second notice board at the Village Hall be removed and the Clerk will contact Maggie Smith.
 - b) Litter Warden: it was felt that Chris Johnson’s suggestion to have a warden as a first point of contact in the village should be taken forward and put on the agenda for the first meeting of the new Parish Council. It was also agreed to raise the idea at the Annual Parish Meeting and ask for a volunteer.
 - c) Bridleway No. 10 finger post still to be replaced and the item on hedge cutting yet to be followed up with Ruth Harris to discover the location of the problem.
 - d) NCC Waste Strategy questionnaire completed by Bob Kerry – copy for filing.
 - e) SNC Local Plan preparation– questionnaire on process completed by Bob Kerry – copy for filing
5. **Finance:**
 - a) Additional work on Village Sign design – Soanes Signs £85.00 + VAT £14.88 = £99.88 this was proposed for payment by Liz Robinson, seconded by Paul Butterworth and agreed with one abstention (cheque no. 700340)
 - b) Audit Commission fee for the year 2000/01 £111.04 this was proposed for payment by Paul Butterworth and seconded by Liz Robinson and agreed unanimously (cheque no. 700339)
 - c) The RFO presented the accounts for the year ended 31st March 2003 prior to publishing them at the Annual Parish Meeting. Derek Blake explained the need for a separate account for the Parish Plan which does not form part of the annual accounts of the Parish Council. Technically the costs of the open evening are a loan to the Parish Plan. Bob Kerry agreed to alter the accounts so that these are shown as separate accounts. The accounts were then agreed as a correct record. It was noted that the Bergh Apton Youth Club has still not banked £100 cheque that was re-written in December. The Clerk will follow this up.
6. **Correspondence:**

1. NCC Department of Planning and Transportation – Road Contractors Yard, Welbeck Road (Planning reference C/7/2002/7018) the permission for concrete crushing on three days a year has been given and the Parish Council sent full details of the conditions that apply. In particular a landscaping, fencing and painting scheme are to be agreed within three months of 8th April 2003. Derek Blake asked that a copy of the agreed scheme be sent to the Parish Council to enable monitoring of the agreement. This will be raised with Adrian Gunson and the Clerk will write to the NCC.
 2. NCC Norfolk's Local Transport Plan – Annual Forums on 23rd April at County Hall and 24th April at Rugby Club, Swaffham both at 1.30pm and consultation draft to be returned by 16th May.
 3. NCC Boundary Committee electoral review – it was agreed not to make representation on behalf of Bergh Apton which will remain with the Loddon ward, but Derek Blake proposed and Liz Robinson seconded a proposal that the Chairman write in support of neighbouring villages Alington and Yelverton which although linked historically as one community for the last eight hundred years are to be placed in separate wards Yelverton being linked with Poringland in the Henstead seat and Alington with Loddon.
 4. NNC Street Lighting
 5. SN Alliance Survey of projects to tackle first response by 16th May Bob Kerry agreed to return the survey
 6. SNC Council Events – listings – passed to Sally Leigh for the Newsletter
 7. NCAPTC Norwich to Peterborough Multi-Modal Study response needed by 30th April Bob Kerry agreed to return
 8. The Countryside Agency – Parish Plans more information on setting up – passed to Derek Blake
 9. Norfolk Time to Explore – web site for listings of events – passed to Sally Leigh
 10. GO East meetings for Parish Councils on renewable energy the closest meeting places are Wymondham on 7th May and Beccles on 3rd June – this to be drawn to the attention of new Council
 11. NRCC Signpost Magazine – circulated
 12. Institute of Fundraising – workshops 29th May Huntingdon.
 13. SAFE 2 courses for organisers of trips for children and young people – passed to Rob Paddison.
 14. NRCC diary of Village Hall events
 15. CPRE Rural Matters
 16. CPRE Planning update
 17. Copy of letter from Mr. M. Hubbard to EDP reference signs to HWRC and copy of reply to EDP from Mr. R. Waters and Mr. and Mrs. B. Bobbin. A decision on this item was delayed until Adrian Gunson arrived – discussion followed and it was agreed unanimously to approve the placing of two finger post signs to enable those who had found their way to the village to locate the site of the HWRC more easily. One sign to be placed at the junction of Welbeck Road and Church Road and the other to be at the junction of The Street, Threadneedle Street and Cookes Road.
 18. SNC information on Quality Parish Council status – Derek Blake said one important criteria of Quality status will be met by Bergh Apton namely a contested election.
7. **Planning applications:**
- Holly Lodge, Sunnyside, Bergh Apton – proposal to convert part of office unit and extension to dwelling for occupation by applicant ref. no. E07/03/0637/CU after discussion this was unanimously approved.
8. **SNC Care and Repair:** this item could not be taken as the information on it has been mislaid with this month's correspondence file.
9. **Vital Villages – Parish Plan:** Derek Blake said the application for funding has been approved and the money placed on hold. The first steps have been taken namely seeking the approval of the Parish and finding names of those willing to serve on the organising committee. The software to enable a questionnaire to be formulated will be available shortly.

10. **Village Sign:** the alterations have been made by Mr. Soanes and the sign now meets with the approval of the Council. Derek Blake proposed and Liz Robinson seconded that Mr. Soanes be asked to go ahead and prepare the pattern for casting this was agreed unanimously. Bob Kerry said he had spoken to Kevin Parfitt and he had no objection to the sign being placed on the triangle of grass at the entrance to Dodgers Lane. As the Parish Council already has planning permission for this site it was proposed by Liz Robinson and seconded by Derek Blake that the sign be erected here this was agreed unanimously.
11. **Bus shelter:** the working party had looked at the alternative designs and chosen Petworth or Thursley. The company has been asked send the costs of placing a window in the south side of the shelter to enable the approach of the bus to be seen, also to provide costings of erecting the shelter and to providing a concrete base. This will be an agenda item for the new Council as they will need to apply to the County Council for funding. The Clerk will let Alington with Yelverton Parish Council know the chosen design as a courtesy. The bus shelter which will be erected on County Council land will remain the property and responsibility of Bergh Apton Parish Council. Planning permission has already been given for the site.
12. **Preparations for the Annual Parish Meeting:** the Chairman asked Councillors to help with the setting up for this meeting by arriving at 6.45pm for a 7pm opening. The Clerk will collect the refreshments from the village Post Office. It was thought to cater for 35 to 40. David Skedge asked if in future the HWRC and Closed Landfill Liaison Committee could be asked to give a report at the Annual Parish Meeting. This will be filed for a decision before next year's APM
13. **Nomination for representative** on Village Hall Management Committee: Bob Kerry had spoken to Maggie Smith (Chairman) and the suggestion is to leave the seat open until the new Parish Council can appoint one of its members. The Village Hall prefers to have a current Parish Councillor on its Management Committee.
14. **Other matters for consideration** for future agendas and items for information: Adrian Gunson wished to publicise events at Whitlingham Country Park (the poster will be put up at the Post Office) and Broads events. Michael Hubbard wished to be informed of the dates when concrete crushing will take place at Farrow's site in Welbeck Road.
15. **Date of next meetings:** Annual Parish Meeting on Monday, 28th April 2003
AGM of Parish Council on Monday, 12th May 2003

The Chairman thanked all the Councillors for their help and support during their term of office. He thanked the Clerk for helping the Council to run efficiently. And he wished the new Council every success and hoped they would carry on the projects which were ongoing. Adrian Gunson thanked the Council for a good working relationship over the last few years.

The meeting closed at 9.25pm