

BERGH APTON PARISH COUNCIL

Meeting on Monday, 6th October 2003 at 7.30pm at the Village Hall

Present: Alison Freeman (Chairman,) John Ling, Chris Johnson , Jean Bobbin and Derek Blake
Also present the Clerk (Lorie Lain-Rogers) six members of the public and John Fuller (District Councillor). Adrian Gunson (County Councillor) sent his apologies

1. **Apologies:** from David Skedge and Sally Leigh who are away.
2. **Declaration of Interest:** none
3. **Minutes of 1st September 2003** were agreed as a correct record and signed by the Chairman
4. **Matters arising:**
 - a) Flare of methane gas on Closed Landfill: John Ling asked if there had been any reports on the progress of this. None received.
 - b) Bus Shelter: following Adrian Gunson's approach to Peter Cudby the question of concrete footings had arisen. The Clerk to contact the County Council to clarify the position as the company "Bus Shelters Ltd." had quoted for installing both the bus shelter and the concrete platform on which to site it and the Parish Council accepted that quote.
 - c) Village sign: new voting paper and colour reproduction of the sign attached to the Newsletter. John Ling and Chris Johnson both reported on favourable comments received. The voting papers are beginning to be returned and the result will be made known at the next meeting.
 - d) Overhanging oak tree on Loddon Road in Lion Copse: Derek Blake had raised this and the question of hedge debris left on the roads after the hedges had been flailed. This was a police matter – though in the case of the tree not until someone had been hurt. It was agreed to register and report every instance of potentially dangerous debris left on the roads to help the police to take these matters seriously. A letter to be written by the Clerk alerting the landowner to the dangers posed by the oak tree.
 - e) Correspondence: Police Forum on 2nd October in Loddon. Derek Blake reported this was not well attended and he suggested an item be placed on future agendas entitled "Police Matters" which would give an opportunity to log instances where there was no response or an inadequate response by the Police. PC Andy Norton to be invited to attend meetings.
 - f) Footpaths and bridle ways the sign boards still need erecting and John Ling volunteered to do this with the signs Kevin Parfitt has in stock. Thereafter the County Council to be asked to do this. Both signs on the bridleway from Loddon Road to Lion Lane are missing as is one at Dodgers Lane. Others are broken.
 - g) Tree for the Village Hall: Jean Bobbin sent a list of trees to Chris Johnson (Tree Warden.) He has suggested a black poplar (increasingly rare in the county) which was grown by Bob Kerry from a Bergh Apton black poplar. Jean Bobbin to ask the Village Hall Management Committee and whether some kind of ceremony would be appropriate to mark the planting. Planting to be in November.

5. **Public consultation** including reports from District Councillor: John Fuller said there was little to report on at this time. He was continuing to work on the effort to bring Broadband to the locality and several local people had registered. He commended the initiative of the Mothers and Toddlers group recently started in the village and who have applied to South Norfolk Council for some funding.
6. **Finance:**
- a) Statement of accounts: there is £2,699.46 in the National Savings Bank and £2199.47 in the current account. This is after the precept of £1,000 was received on 30th September and the Countryside Agency paid £1296.99 into the account in respect of the Parish Plan.
 - b) Open second Parish Council a/c to facilitate administration of finance for Parish Plan. It was proposed by John Ling seconded by Chris Johnson that a “No. 2 Bergh Apton Parish Council” account be set up with the Alliance and Leicester bank and that £1296.99 from the Countryside Agency be transferred into it this was agreed unanimously. It was proposed by John Ling seconded by Derek Blake that the signatories on the account be the same as on the main Parish Council account, namely David Skedje, Jean Bobbin and Chris Johnson, this was agreed unanimously.

The following cheques were then authorised for payment:

- c) University of Gloucestershire £75.00 software for Parish Plan (cheque no. 700355)
 - d) Petty cash for Parish Plan £150 (cheque no. 700353)
 - e) Re-issue cheque for £244.06 L. Lain-Rogers salary and expenses (not cleared last month) (cheque no. 700354)
 - f) John Roberts – for printing the colour page re Village Sign for inclusion with the Newsletter - £65.00 (cheque no. 700356)
 - g) Preparation for budget 2004/05 a list of the Parish Council expenditure for the year to date was circulated as was a breakdown on the figures for the past two years. The administrative costs and unavoidable expenses need to be considered along with any potential donations and money for play area etc. when setting the budget at the next meeting. Derek Blake made the point that once the Village Sign had been paid for there was very little in the account and care would be needed to avoid a shortfall. There was no provision for the unexpected.
7. **Correspondence:**
1. SNC Housing Forum 29th September – information
 2. The Countryside Agency – Rights of Way Act 2000 – draft map, it was noted that Bergh Apton has no common land.
 3. EDP Village of the Year competition results: Bergh Apton were joint winners of the Community Biodiversity Prize and received a cheque for £100. They were runners up in the WI Children’s Play Area of the Year and received a plaque for the Village Hall and were third overall in the Under 900 Population category. It was noted that it will be difficult to improve on this position if the decision is taken to enter again in 2004. But one area that can be improved is on the notice boards.
 4. Framingham Earl High School seeking letter of support for Sports Hall project: after discussion in which Derek Blake raised the question of support for Sports facilities in Loddon it was agreed that a letter of support be sent by the Clerk to the High School.
 5. SNC Passport to Leisure: notice on board
 6. Norwich Fringe Project – autumn newsletter - circulated
 7. SOLO Housing (East Anglia Ltd.) posters to display on notice board

8. Glasdon products - information
9. Clerks and Councils Direct September 2003 information
10. NCC information for carers – useful for any carer who is known in the village
11. NCAPTC Norfolk Link no.139 – information – inc. budget considerations
12. Buckingham Palace Garden Party 2004 – nominations – decided not to respond
13. NCAPTC AGM 18th October at County Hall, Norwich 10am to 3.30pm – Derek Blake will attend on behalf of the Council
14. NCAPTC the Local Channel – information on web site
15. NCAPTC Training leaflets for Clerks and Councillors
16. Norfolk Ambition – community strategy 2003 – 2023 information/response
17. Your Police – newsletter
18. BYRUS letter from Rev. Peter Knight seeking support for youth work
19. SNC Housing Transfer update 6
20. SNC Standards Committee training evening for Councillors on Wednesday, 29th October at 6.45pm at South Norfolk House – new councillors encouraged to attend
21. Up 2 U 2 – poster and information – Derek Blake emphasised the importance of completing the questionnaires the response will be used to determine planning considerations, particularly the siting of housing, in the next Local Plan. Exhibitions will be held locally at Rockland St. Mary on 28th October at 15.00 hrs and again at 20.00 hrs. At the Jubilee Hall in Loddon on 13th November at 14.00 hrs and at 18.30 hrs important to attend.
22. Treeline – September newsletter
23. Local Government First September 2003
24. NATA Tourism Agency
25. East Anglia's Children's Hospices Autumn 2003
26. UEA dissertation on wind turbines: John Ling and Derek Blake to complete one for the Council other interested parties to be given a copy for completion.
27. SNC Planning Training for Parish Councils 7pm on 27th October at South Norfolk House - places to be booked. John Ling, Jean Bobbin, Chris Johnson and Alison Freeman would like to attend.
28. SNC Planning – consultation slip and the scheme of delegation: it was noted that the consultation form has been improved. Councillors will read the delegation scheme in the correspondence before formulating a response.
29. SNC Planning – questionnaire on additional planning control duties: this was discussed and concern expressed that additional duties should not be at the expense of the Parish. Nevertheless it was felt to be right to indicate a willingness for additional responsibilities. Form to be completed by the Clerk and returned by 3rd November 2003.
30. SNC Housing forum on 29th September notes on questions and answers from that meeting - information
31. SNC Consultation with Town and Parish Clerks 20th October 7 for 7.30pm – Agenda – Clerk will attend and retained the information.
32. The Local Channel web pages: John Fuller said he had discussed a web site for Bergh Apton with Sally Leigh and she was keen that the Parish Council establishes its own site this will give a greater degree of flexibility and control. The sites of “berghapton.com” and “berghapton.org.uk” are those she is looking into. A purchase price will need to be negotiated with the owner. The Chairman said most sites were now available at a considerably lower price (around £10) than those offered some years ago. John Fuller said the servicing of a site would probably not amount to more than £12.00 a year. John Ling felt the Council should seek to acquire all the appropriate sites. Derek Blake said after looking into it, there might be a need to act swiftly. John Ling will talk to Paul Braybrook

33. SNC Parish Allowances meeting on 28th October – deadline of 13th October to let Chris Walton know if PC wishes to make a representation at that meeting. After discussion it was agreed that a letter be sent indicating that this Parish Council did not feel it appropriate to pay Councillors allowances.
34. Norfolk Constabulary – mobile police office timetable for Nov/Dec/Jan on notice board
8. **Vital Villages – Parish Plan:** Derek Blake reported that a good start had been made. They have until September 2004 to complete the plan. The software has arrived and a beginning will be made next week in formulating the questionnaire. The amount of time everyone in the village will need to give to this will be listed as part of the village contribution. The Treasurer is Michael Rolfe who should be given the £150 drawn as Petty Cash. He will give a full account to the Parish Council of all monies spent as he will to the Countryside Agency. Derek Blake referred to the grant from South Norfolk Council of 13p a head of population which will amount to £53. this sum to be claimed by Michael Rolfe. In return South Norfolk will need their support noted in the Plan and also to receive five copies of the plan free of charge.
9. **Village Sign:** Derek Blake anticipates visiting one of the foundries tomorrow and the other later in the week. Alison Freeman said Mr. Soanes has asked if we are ready to go ahead, she will confirm with him when the foundry has been selected.
10. **Other matters for consideration** for future agendas and items for information:
 Conservation Area, Chris Johnson has had a response from David Eddleston who indicated that it was unlikely the District Council would give any consideration of an extension to the area in the near future. He still has on file the approach made for an extension in 1998 which would include Welbeck Road and a longer length of the Chet Valley. John Ling suggested using a different term to indicate what was proposed in order to avoid confusion with the local Conservation Trust.
 Frances Hubbard raised the question of the impassability of Dodgers Loke. The hedge on either side needs cutting back considerably. After discussion it was agreed that the Clerk be asked to contact Sally Hunt at Norfolk County Council and report back on whether the County Council would take action. If not a working party will be organised. Derek Blake will also talk to Graham Harber the footpath warden. Frances Hubbard passed the card of a local contractor to the Council.
11. **Date of next meetings:** Wednesday, 12th November 2003 and Wednesday, 10th December