

## BERGH APTON PARISH COUNCIL

Minutes of the Meeting held on **Wednesday, 10<sup>th</sup> December 2003** at 7.30pm at the Village Hall  
Present: Alison Freeman (Chairman) John Ling, Chris Johnson, Jean Bobbin, Sally Leigh and David Skedje

Also present: the Clerk (Lorie Lain-Rogers) and seven members of the public. Adrian Gunson and John Fuller sent their apologies

1. **Apologies:** Derek Blake who is at another meeting as District Councillor
2. **Declaration of Interest:** John Ling and Sally Leigh declared a personal interest in item 8 Planning Applications for White House Farm as they are friends of Mr. and Mrs. P. Hemmant.
3. **Minutes of 12<sup>th</sup> November 2003** were agreed as a correct record and signed by the Chairman
4. **Matters arising:**
  - a) 4d. Oak tree, Red Lion copse the dead branches overhanging the road have now been cut down
  - b) 4e. Footpath and Bridleway signs still to be erected
  - c) 4g. Web pages, Sally Leigh has been unable to make progress until the domain name problems are resolved. However she anticipates being able to compile web pages shortly.
  - d) 6g. Donation to Mothers and Toddlers Group: this to await more information from the Group leaders in time for the January meeting. The most pressing need of the Group is for a shed to store the equipment in.
  - e) Tree for Village Hall to mark their 50 years: a black poplar was still under consideration depending on the site that might be available. Chris Johnson agreed to make information available to the secretary so that a decision could be made at the next meeting.
5. **Public consultation** including reports from County and District Councillors: the proposal to close the meeting was made by Chris Johnson, seconded by Jean Bobbin and agreed unanimously. Members of the public raised a number of concerns in relation to the planning application at item 8 Rosedene Farmhouse, the proposal for a change of use of existing workshop to repair race cars. Other items referred to were the Black Poplar and a hedge and tree planting day on Saturday, 13<sup>th</sup> December. The meeting was then re-opened proposed by Sally Leigh and seconded by Chris Johnson and agreed unanimously.
6. **Finance:**
  - a) Statement of accounts: copies of Receipts, Payments and bank balances to 30<sup>th</sup> November were issued along with estimated costs of the Village Sign and Parish Plan. It was agreed to move £2680.00 from the National Savings account to the Alliance and Leicester account to facilitate the payment of current cheques and the projected costs of the Village Sign. It was pointed out that there will be cash flow problems in early 2004 due to the payments required for the Village Sign. The clerk was asked to write to BACAT explaining the situation and requesting an earlier payment of the £750.00 donation allowed for the sign. She will also claim back the VAT to date.  
The payment of the following cheques was then proposed by Jean Bobbin, seconded by Sally Leigh and agreed unanimously
  - b) East Coast Castings Ltd. – part payment for casting of village sign £250.75 + VAT £43.88 = £294.63 (cheque no. 700363)
  - c) I. Soanes (pattern maker) village sign £1,500 + VAT £262.50 = £1762.50 (cheque no. 700364)
  - d) Training for Clerk to AQA certification Society of Local Council Clerks £50.00 (cheque no. 700365.) It was noted that this is half the cost of the SLCC course which will be shared with Ashby St Mary Parish Council. John Ling felt it was important to adopt the National Training as offered by SLCC in association with the University of Gloucester. This was unanimously agreed.
  - e) Budget 2004/05: there was considerable, item by item, discussion on this in order to try and keep the increase to the precept as low as was felt prudent. However, with increasing Parish Council activities, particularly training, and the expenses that go with this, added to by the costs of the Village Sign, not covered by fund raising and donations, it was proposed by John Ling

seconded by Sally Leigh that the precept be set at £3850.00 for the year 2004/05, this was agreed unanimously. It was further agreed that the full costings and explanation of the budget would be given by the Chairman and published in the next issue of the Bergh Apton Newsletter.

#### 7. **Correspondence:**

1. Copy of letter from Richard Bacon MP re Parish Plan
2. SNC letter relating to Large Scale Voluntary transfer of housing and associated green spaces – future management implications.
3. SNC Environmental Liaison Group – Greensheet newsletter No. 29
4. Mobile Police Office timetables January to March 2004 one councillor wished to record his strong reservations about the effectiveness of this mobile police office seeing it as simply a PR exercise and waste of ratepayers money. After discussion the clerk was asked to write to the Police Authority with a copy to Adrian Gunson.
5. NCC notification of changes to bus services from January 2004
6. Clerks and Councils Direct issue 30
7. Plus Publishing Services – Local Councils Update order form
8. NCC responses to the Norfolk Structure Plan review – issues report – Looking towards 2025
9. CPRE Night Blight campaign
10. NCAPTC Norfolk Link no. 140
11. NCAPTC Executive Committee 2003 -2007
12. NCAPTC suggested domain names for South Norfolk – no action needed as Councillors were happy with the suggested name for Bergh Apton
13. Society of Local Council Clerks – training for AQA qualification – see item 6d (Finance)
14. LEPRAs Cookies for a Cure 18<sup>th</sup> – 25<sup>th</sup> January
15. Push Tester for memorials
16. The Countryside Agency – Rights of Way – further opportunity to record comments
17. Matta Products (UK) Ltd
18. SNC Recycling – new wheelie bins leaflet and video
19. DEFRA letter from Alun Michael re horse issues
20. Hillcroft – residential college for women – poster for noticeboard

8. **Planning applications: White House Farm Cottage**, School Road, Bergh Apton Ref: E07/03/2069/LB (listed building consent) Proposed insertion of door and window to rear elevation with erection of 2no dormer windows: this was recommended for approval with the request that as few alterations as possible be made to the exterior of this 17<sup>th</sup> century house. There was a query that in the elevation drawings the opening on the west into the larder is shown as a window and on the plans as French doors, the Councillors prefer to see a window retained. Councillors again commented on the high ratio of bathrooms to bedrooms and the lack of a utility room. The clerk was asked to clarify the name of “Cottage” as opposed to “Farm” and the reasons for this.

**White House Farm Cottage**, School Road, Bergh Apton ref: E07/03/2260/H Proposed new driveway access on to Loddon Road, this was recommended for approval with the following provisions that the old fruit trees not be removed before checking by the Norfolk Apple growers project to ensure that an ancient variety is not lost before cuttings can be taken and that some of the replacement trees be of local fruit varieties.

It was further noted that the applicant has made three new openings into the surrounding fields causing the removal of hedges it was felt that this was a planning matter and no more openings should be made without prior approval.

**Rosedene Farmhouse**, Hellington Corner, Bergh Apton ref: E07/03/2265/CU

Proposed extension to existing workshop with change of use from domestic use to the repairing of race cars the Council unanimously recommended this for refusal for the following reasons; this is an unsuitable activity in a domestic area, the repairing of race cars can be better facilitated on an industrial estate. All the objectors referred to the anticipated noise levels, caused by engine testing, welding, grinding and wheel fitting etc. and said that this was different from the steady flow of traffic noise from the A146. In addition there would be dust from grinding, fumes from painting and exhausts. There was concern that if permission was granted for one car this could in time be increased further exacerbating the problem. It was felt the application form had been inadequately completed with insufficient clarity as to what was proposed. There was little or no indication of the volume of traffic

that might be generated, this might include low loaders to deliver cars adding to the hazard. Those who repair and make cars tend to attract “visiting friends” and this will be another danger of additional traffic coming on and off A146. Objectors were keen to point out that they were not opposed to jobs in the countryside and had not opposed the duck farm. They hoped the District Council would support their objections but if they were minded to approve this application then the following conditions should apply: no working outside the hours of 8am to 6pm Monday to Friday, no weekend working, proper insulation of the building to reduce noise levels to an agreed level and this be monitored to ensure compliance, proper controls on emissions of dust and fumes to health and safety standards, not simply vented to exterior. There was also a query about the proposed 2m extension to the existing brick wall. **Shangri-la**, 2 Sunnyside, Bergh Apton ref: E07/03/2395/H proposal for two storey extension to provide new kitchen, utility, bedroom and bathroom this was recommended for approval with the following comments: it was noted that this constitutes the loss of another “affordable” house in the village and concern was expressed as to what this represents in the erosion of small houses within the village housing stock. As this house is in a conservation area it was considered to be more desirable to use brick for the extension than the rendered blockwork as proposed. A query was raised in relation to the flat roof extension at rear of property as this could be raised to allow for a low pitched and tiled roof thus improving insulation, durability and appearance.

9. **Large Scale Voluntary Transfer of Housing Stock:** Church Road, open greens – future management the Council whilst not wishing to become responsible for maintaining these green spaces nevertheless does want to ensure their long term retention for the benefit of the whole village. The clerk was asked to write to South Norfolk Council to express the Council’s wish to be kept closely informed of developments in relation to the transfer of the housing stock and to be told of possible options that would enable their concerns to be met.
10. **Parish Plan:** John Ling said the questionnaire was in the process of being compiled and this would be test marketed early in 2004. It is anticipated that the questionnaire will be sent out in late January/early February. One of the benefits of the software is that the responses can be easily analysed when they are returned.
11. **Village Sign:** Derek Blake and John Ling are to visit Soanes Signs Ltd on 17<sup>th</sup> December to take possession of the patterns and ensure that there is a smooth transition to the foundry for casting. They will take the cheque for payment with them.
12. **Bus shelter:** the clerk confirmed that all the paper work has been sent to Mr. Peter Cudby. And a letter sent to Alington with Yelverton Parish Council. However, there is a slight delay in placing the order with Bus Shelters Ltd. as the permission from NCC Highways was provisional only and a licence to occupy the site is needed. The clerk has applied for this and had hoped to have a response before this meeting. She will follow the application up.
13. **Appointment of School Governor** to Alington and Bergh Apton VA Primary School: the clerk was asked to approach two potential governors and report back to next meeting
14. **Other matters for future agendas** and items for information including consideration of future dates – after discussion the following dates were selected 11<sup>th</sup> February, 29<sup>th</sup> March, 19<sup>th</sup> April for Annual Parish Meeting, AGM of the Parish Council on 12<sup>th</sup> May and PC meeting on 7<sup>th</sup> June. John Ling commented on the survey form for wind turbines and said there would need to be two returns from the Parish Council as Councillors had strong feeling both for and against turbines. Alison Freeman has completed the Area Transport survey form for the Council and with the addition of strong support for a tram system this was agreed to be returned. Sally Leigh reported on the Risk Management seminar she attended and circulated a report to each Councillor. There were a number of matters to be addressed at the next meeting. The clerk mentioned the Children’s Play Area and said she had not yet had confirmation that the annual safety inspection had taken place. She will contact Suzanne Mayes.
15. **Date of next meeting** Wednesday, 14<sup>th</sup> January 2004

The meeting closed at 10.35pm