

BERGH APTON PARISH COUNCIL

Minutes of the Meeting held on Wednesday, 11th February 2004 at 7.30pm at the Village Hall

Present: Alison Freeman (Chairman) John Ling, Chris Johnson, Jean Bobbin, David Skedge, Sally Leigh and Derek Blake

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

1. **Apologies:** none
2. **Declaration of Interest:** none
3. **Minutes of the meetings** held on Wednesday, 14th January and Friday, 23rd January 2004 previously circulated were agreed as a correct record and signed by the Chairman
4. **Matters arising:**
 - a) 4b. Village Hall commemorative tree: Jean Bobbin said the Management Committee felt that a Black Poplar would be too large for the site and have asked for a Blue Spruce which was on their original list. Chris Johnson will look into the matter and see what is available.
 - b) 4d. Large Scale Voluntary Transfer of Housing Stock the Clerk has written and spoken to South Norfolk Council with reference to the future security and management of the grass areas adjacent to the houses in Church Road with particular reference to the sculpture and seat. No written response has been received and a further letter will be sent.
 - c) 4f. Bus Shelter: this should be installed on 23rd February. John Ling agreed to meet the contractors on site to agree the position on that morning.
 - d) 4g. Children's Play Area: the inspection took place on 7th January by Anglian Play Services Ltd and all the equipment is reported to be in good condition and there are no matters to address other than raking the bark from time to time to aerate.
 - e) 11. Risk Assessment: this to be on next month's agenda.
5. **Public consultation including reports from County Councillor:** John Ling proposed and Jean Bobbin seconded the closure of the meeting this was agreed. Adrian Gunson said the County Council enforcement officer had visited Farrow's site on Welbeck Road and found a hedge had been planted of hawthorn, hazel and holly as per the approved scheme. However the plants had not been protected from rabbits and many had died. A new planting will take place in the next two or three weeks. The eastern boundary at the back was found to have too shallow a soil to support plants. A trench will be excavated and back filled with top soil to enable planting to be successful. The bramble and nettles have been removed to reduce competition and improve the light to the hedge. The site will continue to be monitored. New bus timetables have been introduced and a copy is available for every household if we can deliver them. Sally Leigh agreed to put one in with the next issue of the Newsletter. Earsham Gravel are developing a gravel extraction site in Mundham and this will mean the closure of the road for two weeks from Mundham Garden House to the Sisland turn to enable five passing places to be built. Although the official rerouting is diverting traffic to A143 increased traffic on local roads for the duration of the work may be expected. When the site is in operation there will be twelve lorries a day in each direction. New access for the hospital is still under review as the City Council, South Norfolk Council and local inhabitants oppose the County Council's suggested route. There was a good response to the survey for the Northern Bypass route for the City with 22,000 returns. These will now be analysed and a report prepared for April or May, then Planning Permission will be sought. The Long Stratton bypass is to go to a public enquiry. Hobart High School the PFI scheme is taking a while to get started as there is considerable detail to be specified before work can commence. Everything except teaching is covered for twenty years under PFI. The work is planned to be completed by August 2005 ready for the intake in September of about 800 children. BESL work continues on investigating the implications of flooding the

southern bank of the River Chet and BESL have agreed to maintain the existing boundaries for the next three years in order to investigate the effect of flooding the marshes and the loss of habitat that will ensue. Jean Bobbin proposed and John Ling seconded the reinstatement of the meeting.

6. Finance:

- a) Statement of accounts: the Clerk issued copies of the accounts and explained the detail. She will contact Alliance and Leicester with regard to their charging twice for an overdrawn cheque. The Council needs to have in place a Parish Councillor who will check the accounts on a three monthly basis, after discussion Sally Leigh agreed to do this.
The following cheques were then approved for payment proposed by Sally Leigh, seconded by David Skedge and agreed unanimously
- b) East Coast Castings Ltd. – concluding payment for casting of village sign £360.00 + VAT £63.00 = £423 (cheque no. 700366)
- c) Bus Shelters Ltd. contribution to cost £250 (total cost £3642.04) (cheque no. 700367)
- d) Clerk's salary for 1.11.03 to 31.1.04 £231.66 expenses £22.35 = £254.01 (cheque no. 700368)

7. Correspondence:

1. SNC Keeping Affordable Housing Affordable – briefing paper
2. SNC Programme of meetings Jan 04 – Dec 04, copy for each Councillor
3. SNC Who's Who at your Council
4. Norfolk Playing Field Association – Newsletter summer 2003 – includes report from Oxfordshire PFA on requirements of disability access to play areas from 2004
5. Norfolk Playing Field Association – a to z of useful contacts
6. CPRE Norfolk Countryside Review autumn/winter 2003
7. CPRE Transport campaign group news issue 28
8. CPRE Planning update 1/04
9. EDP Village of the Year competition – John Ling will assist Clerk in compiling the entry
10. Appeal from EACH children's hospice
11. Appeal from South Norfolk Disability Fund
12. EEDA information on web site
13. SNC Planning Permission for White House Farm new driveway
14. SNC Planning Permission for Shangri-la, Sunnyside – for two storey extension
15. NRCC Signpost newsletter issue 72 Jan 04
16. SNC Greensheet -Environmental Liaison Group newsletter – No 30: note changes to green waste collection
17. Environment Agency – living on the edge – a guide to the rights and responsibilities of riverside owners
18. ROSPA children's playgrounds annual inspections
19. NCAPTC Norfolk Link 1/04
20. NCAPTC Audit letter with revised dates for 2004
21. NCAPTC handbook for Parish Councils 2004 edition
22. NCAPTC seminar on current initiatives challenging the parishes Tuesday, 16th March 2004 applications must be received by 5th March – no one wishes to attend
23. NCAPTC initial training spring 2004
24. Norfolk Constabulary – contact information including police authority member
25. Homewatch newsletter end 2003
26. County Life companion – new website
27. SNC Community Emergency Co-ordinators meeting on 10th February
28. Norfolk Ambition – major survey – needs response, handed to members of the Parish Plan committee.
29. CPRE Environmental Question Time – 11th March at Hempnall Mill 7.00 for 7.30pm – open to everyone including visitors but booking needed – the Chairman hopes to attend. Derek Blake suggested formulating a question on BESL and the River Chet to send to the meeting.

30. Anglian Playground Services – report on Play Area inspection 7th January 2004
 31. Alliance and Leicester – letter re opening of new account
 32. SNC Planning Services – re guidance notes – **reply needed by 27th February** – circulated and response will be sent after Councillors have seen the letter.
 33. BACAT letter with award of £750 towards the Village Sign – a letter of thanks to be sent.
 34. EDP Village of the Year award – form to compile and return by 19th March
 35. SNC Up 2 U 2 survey first draft of results to circulate
 36. Norfolk County Council Passenger Transport Unit – how many bus timetables needed?
 37. Criminal Justice in Norfolk a one day conference at Dunston Hall on Tuesday, 2nd March register at 8.45am concludes at 4.15pm – free including lunch but **registration necessary** – recommended as soon as possible.
 38. Bergh Apton Mothers and Toddlers group – it was agreed to send a letter of encouragement and support. John Ling proposed a donation be sent when the precept is received at the end of April.
 39. SNC new list of management structure
 40. Chet Valley Development Partnership invitation to meeting on 11th March. Derek Blake said the committee is looking to funding from Leader+ and one initiative is to create a link to the Wherryman's Way – long distance path, to encourage tourism.
8. **Parish Plan:** Derek Blake reported that this is proceeding, the critical path has been revamped, the questionnaires will be out in the next few weeks and collected before the public meeting on Monday, 26th April.
 9. **Village Sign:** both John Ling and Derek Blake were pleased with the work of Ivan Soanes on the pattern for the sign. This will be cast by East Coast Castings in the next few days and a photograph taken for display/archive purposes. The oak post for the column has been obtained and discussion is underway on the fabrication of the metal supports. Visible progress should be available for the Annual Parish Meeting.
 10. **Preparations for Annual Parish meeting:** the Clerk issued a list of potential invitees and this was agreed with the addition of the Hedgerow Warden and the deletion of a Homewatch representative. The wording on the letter of invitation was agreed. Refreshments will be provided and the Clerk to organise this in conjunction with the village Post Office. The previously booked date of 19th April clashes with the Annual Meeting of South Norfolk Council and after discussion a change to Wednesday, 14th April was agreed subject to Adrian Gunson being available.
 11. **Appointment of School Governor** to Alington and Bergh Apton VA Primary School: the Clerk has contacted the potential governors and one is in contact with the Chairman of the Governors to find out more about the role and responsibilities.
 12. **Appointment of Emergency Co-ordinator:** Alison Freeman had attended the meeting arranged by South Norfolk Council on 10th February, after discussion on the likelihood of any emergency it was agreed that the named contact for South Norfolk Council would be the Chairman of the Parish Council whoever occupied that post.
 13. **Other matters for future agendas** and items for information: Bill Jones and Sarah Mathews will be performing at the Village Hall on Saturday, 14th February – tickets available from Pat Mlejnecky. Janet Skedge was thanked for the welcome refreshments at the meeting.
 14. **Date of next meeting** Monday, 29th March 2004

The meeting closed at 9.20pm