

## BERGH APTON PARISH COUNCIL

Minutes of the Annual General Meeting on Wednesday, 12<sup>th</sup> May 2004 at 7.30pm at the Village Hall

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

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

1. **Apologies:** none
2. **Minutes of the Annual General Meeting** held on 12<sup>th</sup> May 2003 were agreed as a correct record and signed by the Chairman.
3. **Appointment of Chairman:** Alison Freeman was proposed as Chairman by John Ling, seconded by Jean Bobbin and agreed unanimously.
4. **Appointment of Vice- Chairman:** John Ling was proposed as Vice Chairman by Sally Leigh seconded by Derek Blake and agreed unanimously.
5. **Appointment of RFO** the clerk was confirmed as the RFO proposed by Sally Leigh seconded by Jean Bobbin and agreed unanimously.

This concluded the business of the Annual General Meeting at 7.45pm

## BERGH APTON PARISH COUNCIL

Minutes of the Meeting that followed the Annual General Meeting on Wednesday, 12<sup>th</sup>  
May 2004 at 7.45pm at the Village Hall

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

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

**Apologies:** none

1. **Declaration of Interest:** Chris Johnson declared a prejudicial interest in item 7 planning application for Jays Cottage, 57 Bussey Bridge and will leave the room for discussion and decision on that item.
2. **Minutes of the Meeting** held on 29<sup>th</sup> March 2004 and the brief meeting after the Annual Parish Meeting on 14<sup>th</sup> April 2004 were agreed as a correct record and signed by the Chairman
3. **Matters arising:**
  - a. SNC Land at Church Road – a letter had been received from Matthew Cooper the Estates Officer confirming that the land associated with the Council Houses at Church Road will be transferred to the newly formed housing Association (South Norfolk Housing Partnership) and that they will have a duty to maintain the land thereafter. The site is classified by the planners as amenity land and would be protected from change of use in the Local Plan. He suggested that the Council contact Steve Burns for clarification on the sculpture. John Ling said it was important to establish the principle of the land being available for community use at such times of the celestial festival and the sculpture trail. Derek Blake added that the sculpture was also a seat and needs continual public access. The Clerk was asked to write to Steve Burns.
  - b. Road Closure Seething to Brooke – BT has started work and it is likely this will bring increased traffic through Bergh Apton.
  - c. Footpath No. 12 is not blocked - a walker misunderstood the route of the path and reported the path blocked to the Footpath Warden
4. **Public consultation** including reports from County and District Councillors: the closure of the meeting was proposed by Jon Ling, seconded by Derek Blake and agreed unanimously. **District Councillors report:** John Fuller said the transfer of the housing stock to the new housing association will take place on 17<sup>th</sup> May this will involve 4,188 houses and £24.2m will be received of which £16m will be available to the District Council. John Fuller suggests that this is invested to help keep the Council Tax down. Loddon, car park this will be investigated later in the year and probably a time limit placed on the parking this will include on street parking as well. He would like to publicise the work of Brooke Cricket Club that meets on a Friday evening for five to eleven year olds. The Squash Club at Brooke has re-opened and is available to residents in surrounding villages. He continues to press for the all weather playing surface to be built at Loddon. Homewatch – a trailer was stolen in Sunnyside. DIY loft insulation is available at a considerable discount together with four energy efficient light bulbs. The cost for an average house is £50 and if it is to top up existing loft insulation to the currently recommended 6” then it is £32. The roving blood bank will visit Brooke on Tuesday, 8<sup>th</sup> June. Elections for European Parliament are on 10<sup>th</sup>

June. And as previously reported – Broadband is coming!

A member of the public reported that garden equipment has been stolen from Whiteheath Road. The Meeting was proposed for re-opening by Sally Leigh, seconded by John Ling and agreed unanimously. It was noted that footpaths need to be an agenda item for next meeting

5. **Finance:** it was unanimously agreed to pay the following
  - a. Bergh Apton Newsletter donation of £50 (cheque no. 700373)
  - b. Zurich Insurance £422.63 inc. insurance tax 5% due 1<sup>st</sup> June (cheque no. 700374)
  - c. Clerk's salary 1.2.04 to 30.4.04 £231.66 expenses £22.32 = £253.98 (cheque no. 700375)
  - d. NCAPTC annual subscription £95.16 (cheque no. 700376)
  - e. Norfolk Rural Community Council – it was agreed not to renew the subscription for this year.
  - f. Appoint internal auditor: Bob Kerry was proposed by Sally Leigh, seconded by Derek Blake and agreed unanimously
  - g. Approve the accounts for 1<sup>st</sup> April 2003 to 31<sup>st</sup> March 2004 the formal approval of the accounts was moved by Derek Blake, seconded by Jean Bobbin and agreed unanimously.
  
6. **Correspondence:**
  1. SNC Land at Church Road reply to request for a formal letter with regard to status of green area and access to Verena Murtagh's sculpture
  2. NCC On the Right Tracks – Questionnaire on footpaths and other routes for recreation – 16<sup>th</sup> July response date – after discussion it was agreed to pass copies of this to the footpath wardens, clerk to obtain additional copies.
  3. SNC Parish Council elections – SNC no longer to pay for by-election costs
  4. European Parliamentary Elections 10<sup>th</sup> June – posters for notice boards
  5. Norfolk Waste Partnership – Waste Conference 2004 on reduction John Innes Centre on 1<sup>st</sup> July 10am to 3.30pm lunch provided – book by 28<sup>th</sup> May
  6. Clerks and Councils Direct – May 2004 good legal article on planning procedure.
  7. NCC appointment of Director and Deputy Director of Planning and Transportation
  8. SNC Standards and Ethics Committee Minutes from 18<sup>th</sup> February 2004
  9. CPRE Norfolk Countryside Review Spring 2004
  10. CPRE AGM on Tuesday, 19<sup>th</sup> May at Edwards Room County Hall Norwich 7pm for 7.30pm following the AGM Richard Mabey will speak. There is a nomination form to complete for nominating officers to serve on committee.
  11. NCC changes to street lighting service
  12. Eastern NHS patient and public involvement forums – Newsletter article – passed to Sally Leigh
  13. Glasdon Local News sheet Spring 2004
  
7. **Planning applications: 1 Verandah Cottages, Threadneedle Street, -** proposed conversion of existing outbuildings and enclosure of yard to form link with erection of 2no storey and 1no storey extensions and erection of detached garage ref: E07/04/0852/H It was agreed to recommend the application for approval and that the following conditions should be considered, as Verandah Cottages are a historic building in the village, the extension and the garage should be in construction and appearance sympathetic to the surroundings, this will include choice of roofing tiles and building materials to match existing.  
**Jays Cottage, 57 Bussey Bridge** – proposed single storey extension to provide new dining room and kitchen extension ref: E07/04/0799/H it was agreed to recommend for approval as the extension will not detract from the appearance of the cottage and that the following conditions of approval should be considered. Recognising that this cottage is in a

conservation area every effort should be made to see that the new extension is sympathetic to its setting in design, construction and appearance i.e. choice of building materials and roof tiles etc. to match the existing.

**Street Farm, The Street** - proposed erection of single storey conservatory to front of dwelling ref: E07/04/0924/H it was agreed that the application be recommended for approval as the porch is needed. If permission is granted the following conditions of approval should be considered that every effort is made to see that the new extension is sympathetic to the setting and surroundings of the property, such as will enhance Street Farm.

8. **Village Sign:** Derek Blake reported that he and John Ling saw the sign after it had been cast and the amount of detailing is impressive. Photographs were taken of the process and the casting is now with Mr. Ivan Soanes who collected the sign personally from East Coast Castings and expressed his satisfaction on the quality of the casting. The coating and painting will now take approximately a month. Kevin Parfitt and Karl Harvey have been consulted on the next stage of preparation of the ground, the base and supports for the sign. It is anticipated that an opening ceremony can be scheduled for September. A question was raised as to who should be asked to unveil the sign – put on next agenda. It was also suggested that Rev'd Peter Knight be asked to bless the sign.
9. **Parish Plan:** Derek Blake said the public meeting had been well attended with seventy-one participants. He again paid tribute to the work done by Keith and Ann Etta Mann. There is a mammoth task now to assemble all the information. The date of the next meeting is 21<sup>st</sup> June – this is a working meeting, and on 23<sup>rd</sup> August there will be a final meeting to celebrate.
10. **Resignation of Parish Clerk:** the Council had received with regret the notice of the retirement of the Clerk and Derek Blake wished to record a vote of thanks to Lorie for her work on behalf of the Council and the local community, this was seconded by John Ling and supported by all the Councillors. It was agreed to advertise the post in the next issue of the Newsletter – the Clerk to write details of the skills needed, training available etc and pass to Sally Leigh.
11. **Other matters for future agendas** and items for information: Sally Leigh said the web site will go live tomorrow the address is [www.berghapton.org.uk](http://www.berghapton.org.uk) it has been made as user friendly as possible she would value constructive comments. Derek Blake suggested an article in the Newsletter showing those unfamiliar with the internet how to access and navigate the site. It was noted that Google currently has a number of addresses featuring Bergh Apton none of which have anything to do with the village. Alison Freeman said it would be helpful if every time we log on the web we click on the village website as this will move it up the list of those sites most visited and therefore higher on Google's priorities.
12. Date of next meeting Monday, 7<sup>th</sup> June 2004 at the Village Hall at 7.30pm

The meeting closed at 9.05pm