

BERGH APTON PARISH COUNCIL

Minutes of the Meeting held on Monday, 12th July 2004 at 7.30pm at the Village Hall
 Present: Alison Freeman (Chairman) Derek Blake, Chris Johnson and David Skedge
 Also present: the Clerk (Lorie Lain-Rogers) John Fuller (District Councillor) and four members of the public. Adrian Gunson (County Councillor) sent his apologies.

1. **Apologies:** John Ling, Jean Bobbin and Sally Leigh who are away.
2. **Declaration of Interest:** Derek Blake declared that as he sat on the Planning Committee he would refrain from comment and abstain from voting on item 8.
3. **Minutes of Meeting** held on Monday, 7th June 2004 were agreed as a correct record and signed by the Chairman
4. **Matters arising:**
 - a) Footpath signposts have had their numbers marked on them by Graham Harber (Footpath Warden) and thanks were expressed to him.
 - b) Notice boards have not been painted – keep on agenda until done
5. **Public consultation:** David Skedge proposed and Chris Johnson seconded the proposal to close the meeting. **Report from County Councillor** (via Clerk) PFI work on local schools will be delayed due to the problems Jarvis is experiencing. It is likely that the re-organisation of the Middle School in Loddon due to take place in September 2005 will now take place in 2006. This will depend on finding a building company able to take on such a sizeable project. He hoped the Parish Council would approve the extension of the 30mph limit to Church Meadow Lane and confirmed that the request to look at an extension of the 30mph speed limit to include Cookes Road and The Street was being investigated.
District Councillor: John Fuller said he was keen to take an active part in campaigning for the retention of the local phone boxes. Of the 201 in South Norfolk 55 are loss making. BT plans to remove 31 of the loss making boxes and four of these are in local villages, Seething, Mundham, Howe and Bergh Apton.
 No member of the public had a comment to make. Chris Johnson therefore proposed the re-opening of the meeting this was seconded by David Skedge and agreed.
6. **Finance:**
 - a. Statement of accounts 2003/04: this was proposed for approval by David Skedge seconded by Chris Johnson and approved by the Council, the form was signed by the Chairman and the Clerk and is now ready (after the statutory days of notice have passed) to be sent to the external auditor. The internal audit by Bob Kerry has been conducted with no matters to address and he was thanked for his work. The RFO said there was £674.26 in the current account and £597.34 in the No. 2 account.
 - b. Statement of Assurance for annual audit 2003/04 this was scrutinised by the Council and proposed for acceptance by David Skedge, seconded by Chris Johnson and approved by the Council, signed by the Chairman and Clerk.
 - c. Asset Register: this was confirmed as accurately reflecting the assets of the Council and proposed for adoption by Derek Blake, seconded by David Skedge and agreed. David Skedge asked what insurance cover was provided for the play equipment. The Clerk assured members that full public liability was included but she was not sure on the damage clauses, accidental and otherwise, she will find out and report back to the next meeting.
 - d. Transfer from No. 2 account £117.22 (repayment for Parish Plan) cheque no. 000007
 - e. Renewal of membership CPRE £25.00 this was discussed and deferred until the September meeting. Questions were asked on the effectiveness of membership and the use made of the knowledge and advice available.

- f. Contribution to annual running costs of “All Weather Surface” in Loddon. The Clerk said the District Council had agreed to support the running costs 60%, County Council 30% and Loddon and other Parish Councils 10%. This is now on hold as part of the PFI re-shaping.

7. Correspondence:

1. NCC Winter Maintenance questionnaire – important to complete- this will be circulated to all Councillors and then completed.
 2. Norfolk Constabulary Public Meeting on Monday 5th July at 7pm at Gt. Yarmouth College of Further Education
 3. Networking East – Issue 5 June
 4. SNC Human Rights seminar Wednesday 28th July 9.45am to 1.15pm at South Norfolk House – reply by 14th July
 5. SNC Customer Care Standards from 1st April 2004
 6. SNC District Council Advice – suggesting that when seeking advice this should be primarily sought from NCAPTC.
 7. SNC Safety of Memorials in Cemeteries – important information - passed to PCC
 8. Mobile Police Office new timetables to October 2004 – on main notice board
 9. SNC Invitation to Environment Workshop at South Norfolk House on 5th July 4pm to 7pm – Derek Blake and Lorie Lain-Rogers attended. This will lead on to an environmental policy for South Norfolk to be adopted in 2005
 10. Countryside Agency new provisional map of common access – nothing recorded for Bergh Apton
 20. Review of UK Sustainable Development Strategy – views needed by 1st July – information available on line at: [http://www.go-east.gov.uk/About Us/Business Groups/Environment/SDAT](http://www.go-east.gov.uk/About%20Us/Business%20Groups/Environment/SDAT) and also at <http://www.eastofenglandobservatory.org.uk/>
 11. South Norfolk Housing Partnership – Community Sponsorship Competition – closing date 31st August
 12. Zurich Insurance News:
 13. Norfolk Matters June/July 2004
 14. Clerks and Councils Direct
 15. NCAPTC Joan Jenkins retirement fund – library of books on Council matters for Councillors and Clerks to be set up in the Forum
 16. Boundary Committee affecting Norfolk County Council and Norwich
 17. Civic Trust Training for local projects – information circulated
 18. SNC Blue Plaques in South Norfolk nominations of famous people – it was suggested that this is raised with the Local History Group to see if any local figures should be nominated. The Clerk will do so.
 19. Appeal from Norfolk Accident Rescue
 20. Warm Front grants for insulation – Derek Blake made it clear that these are available for everyone not just those on pensions and benefits.
 21. Broadband poster and handouts – placed on noticeboards
 22. Rural Housing Trust offering a presentation – to be discussed further
 23. South Norfolk Alliance – Community Strategy for South Norfolk 11am on 24th July Wymondham
 24. Richard Bacon MP information on contact to be placed on noticeboard.
 25. SNC Design awards 2004 – no nominations made.
8. **Planning applications:** White House Farm, proposed extension to grain store and improved field access ref: E07/04/1318/F – concern was expressed that the proposed new entrance will mean five entrances onto a short length of Loddon Road the field entrance that this proposal concerns only being opened up through the hedge four months ago. An accident was recorded in the vicinity a fortnight ago and the police attended. It was recommended that access be obtained via Wrong Lane to avoid another entrance or that the existing farm entrance be used that has reasonable visibility, or the new farm entrance. No objection was made to the barn extension.
- Listed building consent for 13 Church Road proposed replacement of existing windows, doors, fascias and bargeboards with matching UPVC units and boards ref: E07/04/1366/L this was recommended for approval.
- Results of previous applications: Street Farm erection of conservatory/front porch – approved.
- 1 Verandah Cottages, Threadneedle Street ref: E07/04/0852/H conversion of existing outbuilding

and enclosure of yard, erection of 2no storey and 1no storey extension and detached garage – full planning permission with conditions.

9. **Parish Plan:** is nearing completion and Derek Blake felt that the last 5% was underway. The photographs are being edited. The cover will be of card and have a full colour picture of the Village Sign front and back. There will also be a map of the village. The planned celebration is on Monday, 23rd August and it is anticipated that this schedule will be adhered to. Finance will be needed shortly to pay the printer and it was agreed to call a special meeting on Monday, 19th July to approve the payment.
10. **Village Sign:** This is also nearing completion and Derek Blake said arrangements were in hand by the County Council to move the signpost. Moving the transformer would cost £7,500 so is not being undertaken. Kevin Parfitt and Karl Harvey are in discussion on the base preparation and installation. Derek said insurance cover would be needed from the time the sign is picked up from Mr. Soanes. The Clerk to phone Zurich to arrange this.
11. **Extension of 30mph speed limit:** Church Meadow Road - this was agreed
12. **Payphone in Loddon Road:** BT proposal to remove - Derek Blake suggested that the first move should be to try and retain as a working phone. This box is in a comparatively isolated area, and is used by passing motorists when broken down or lost on this main route through to Brooke. In exploring the options for retention the Council wished further to draw attention to the following:
 - a) The box contributes to the street scene and is adjacent to a conservation area.
 - b) Provides a bus shelter for those waiting for the bus
 - c) Is a useful point of reference when directing visitors to Sunnyside and is a noted feature on the Sculpture Trail.

Two years ago investigation into the listing of this box was undertaken by the Council but photographs were not forthcoming and the listing procedure had not been completed. John Fuller as the District member was asked to make strong representations on behalf of the Council. The Clerk to contact Paul Whitham at South Norfolk Council copy to John Fuller.
13. **Parish Clerk:** there has been one application for the post and the interview will take place on Monday, 19th July.
14. **HWRC representatives** for meeting on 13th July – Alison Freeman and Lorie Lain-Rogers will attend. Sue Keeler also anticipates being able to go. Derek Blake reported on the Waste Conference on 1st July that he, Sally Leigh and Jean Bobbin had attended. He sought clarification on the type of waste acceptable at HWRC and whether this had to be sorted. Also whether any remuneration might be forthcoming for the village that housed this site. Villages that have mini-recycling centres receive considerable financial benefits. This will be raised at the Liaison Committee on 13th July.
15. **Other matters for future agendas** and items for information: Derek Blake suggested putting a Police report on every agenda and sending to the Police Constable for the village. The Clerk said this would now be much easier as the Police now have individual email addresses. She will put in hand. The Chairman thanked Janet Skedge for the welcome refreshments.
16. **Date of next meeting:** Monday, 6th September 2004

The meeting closed at 9.28pm