

Minutes of a Meeting of Bergh Apton Parish Council Tuesday 20th August 2019 at 7.00pm In The Village Hall

Members Present

Parish Members Present
 David Skedge (Chair), Janet Skedge, Hugh Porter, Steve Whitby, Ian Ratcliffe
 In attendance: Clerk Julie Gosling
 Apologies: Cllr Barry Stone, Cllr John Fuller, John Ling

1 To receive apologies for absence and declarations of interest

Apologies as above and no declarations of interest.

2 To approve minutes of meeting held on 25th June 2019

The minutes of the meetings held on 25th June 2019 were approved and signed by the Chairman.

3 To report progress on items not on Agenda arising from last meeting

- 3.1 Item 3.4 – Chet Valley B Line – Highway land and wildflower areas – Clerk had received an email from NCC Highways in response to the request to use Highway land for wildflower planting. NCC Highways could not at the current time consider the request for reasons of visibility and grass-cutting schedules. However, they also stated similar requests had been received and that it may be something they would be able to consider at some point in the future.

Councillors considered that it would be useful to liaise with the Conservation Trust in order to draw up possible non-highway owned areas that could be used for wildflower planting. Hugh Porter to liaise accordingly.

- 3.2 Item 9.7 – Internal audit – Presentation of Accounts – John Ling had queried the inclusion of CIL in accounts and whether this could be extracted and accounted for separately. Clerk had made enquiries of Norfolk Parish Training and Support and the view was that this would not be appropriate. If any member of the public raised a query on this point the Council could just clarify the CIL expenditure. Furthermore, the Clerk had ascertained that VAT repaid to the Council on CIL expenditure would need to go back into the CIL fund and not in the general reserve.

4 Open forum for Public Participation: an opportunity to hear from members of the public

No members of the public were present.

5 County Councillor's Report – Barry Stone

None

6 District Councillor's Report – John Fuller

An email from John Fuller had mentioned that the draft of the GNLP would be in place for consultation in late October and there was a possibility the plan would group Bergh Apton with Alpington and Yelverton as a 'cluster' for the purposes of site allocations.

7 To consider Parish Clerk provision in regard to upcoming vacancy

Clerk reported that there had been no candidates for the Parish Clerk vacancy despite widespread advertising but she was aware that Norfolk Parish Training and Support offered a locum clerk service. David Skedge was aware of one person who may be interested and would make contact to see if this was a possibility. Councillors agreed that the Clerk should contact NPTS for further information re the locum service in the event this was not successful.

8 Planning

- 8.1 2019/1153 – Land east of Millers Cottage, Mill Road, Bergh Apton – erection of new detached 2 storey dwelling - Clerk reported that the planning permission had been granted.
- 8.2 2019/1284 – Fern Cottage, Mill Road, Bergh Apton – replacement of existing porch with new – approved with no comments or objections
- 8.3 2019/0971 – Land off Cookes Road, Bergh Apton – erection of 1 dwelling – the application was still undetermined but recent correspondence between the planning authority and the applicant suggested that the planning application would be recommended for refusal by the officer due to it being considered a cramped development and in light of the recent refused appeal decision on the other side of the road.
- 8.4 2018/0758 – Cookes Road, Bergh Apton – appeal outcome. Clerk reported that the appeal had been refused and Councillors agreed no further action should be taken by the Parish Council at this stage in regard to the denuding of the site of trees.

9 Finance

- 9.1 Cheque raised and approved for Clerk's salary for August - £174.72. Clerks final salary payment would be in September, cheque to be raised in due course when payroll issue payslips in accordance with HMRC requirements and amount reported to next meeting.
- 9.2 Cheque raised and approved to Playsafety Ltd for annual safety inspection - £82.20.
- 9.3 Cheque raised and approved to John Ling as reimbursement for laminating pouches - £12.56
- 9.4 Cheque raised and approved to Clerk for expenses Jan – June 2019 - £161.75
- 9.5 Clerk was currently paying the website provider on a monthly basis on her credit card as this was the only form of payment accepted. Clerk agreed to continue with this until Parish Clerk in post.

10 To consider playground refurbishment progress and further actions to be taken

Clerk reported that the Rospa Safety Inspection had identified a number of issues that needed attention. Councillors walked the site to discuss these further.

- 1. Shelter: Roof panel damaged leaving sharp edges of the rafter joints – replace slat – David Skedge to seek volunteer to remedy
- 2. Bins in the wrong location – relocate bin away from trees into open space - moved

3. Bark – ensure bark is kept at correct levels to prevent trip points happening around tiles – watching brief so that bark maintained at correct level
4. Tile surfacing is not secure to the base and could be easily lifted off the base – needs fixing- Councillors to consider how this might be remedied.
5. Multiplay – new panel is splitting open and slide deck – reglue before this section is vandalised – David Skedge to seek volunteer to remedy by re-glueing and fixing a trim.
6. Multitplay – the equipment relies on one post for its stability. Special attention should be paid to maintenance (eg monitoring degradation) and if necessary decommission the item before end of operating life – watching brief to be undertaken for any deterioration

Table tennis table – a meeting had been held with the Village Hall Management Committee prior to the Parish Council meeting where various alternative sites had been discussed. Agreed that the most favourable position was on the site of the container, which had already been earmarked for removal by the Village Hall Management Committee. The site would require further clearance to provide an adequate surface for the table and Councillors agreed that CIL funding should be used for this part of the site preparation, with the Village Hall Management Committee being responsible for the cost of removing the container.

Clerk was requested to check play area refurbishment quotes in case the remaining tree stump outside of the play area had been included for removal at that time.

Councillors would take their proposal to the upcoming Village Hall Management Committee meeting.

Clerk had ordered the table tennis table but delivery and installation had been put on hold until the location issue resolved.

11 To consider update on phone box re-location proposals

As planning permission had now been granted Clerk had been in contact with the site owners, they had confirmed that they would still intending to build out themselves and would be contacting the Parish Council in due course.

Clerk confirmed that the electric supply had been disconnected and had passed on these details to the site owners.

12 To consider issues arising from Mill Road junctions

Councillors revisited the issues in regard to the Mill Road/A146 junction, considering the possibility of a SLOW sign close to Green Pastures to alert people to this access. Historical background to the situation surrounding the A146 junction and speed limits was still to be ascertained.

Councillors are aware that both County Councillors and District Councillors have allocated funds for Parishes and Clerk requested to put an item on the agenda for next meeting to discuss making proposals to them for funding to resolve highways issues at this location.

David Skedge to gauge views of the local residents at Hellington Corner to judge whether they would be in favour of lighting in the vicinity, any issues with car parking on the verges and problems with the A146.

13 To consider situation with maintenance of village footpaths

Norfolk County Council had provided information about the maintenance of village footpaths with a list of footpaths and cutting schedule. Councillors agreed that it would be a good idea to check whether the September cut had been made in due course, Steve Whitby and Ian Ratcliffe to walk footpaths and report back.

14 To consider donation to Norfolk Accident Rescue Service and Norfolk Age UK

Councillors agreed not to make any donations to these two organisations.

15 To agree items for the next meeting

Consideration of County Council and District Council funding in regard to highway issues.

Future Dates for meetings: To be confirmed