

# Draft Minutes of a Meeting of Bergh Apton Parish Council

## Tuesday 7<sup>th</sup> January at 7.00 pm in The Village Hall

### Members Present

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Parish Members Present: David Skedge (Chair), Janet Skedge, Hugh Porter, Steve Whitby, Ian Ratcliffe, Sheridan Winn, Joe Horton (co-opted at the beginning of meeting – Item 3)

In Attendance: Clerk Angela Tregear, two members of the public

Apologies: Cllr Barry Stone

1. To receive apologies for absence & declarations of interest  
Apologies as above and no declarations of interest.
2. To approve the minutes of Parish Council meeting held on 22<sup>nd</sup> October 2019  
Minutes approved and signed
3. To consider candidate for co-option  
Joe Horton proposed by Janet, seconded by Hugh – all in favour.
4. To report progress on items not on the Agenda arising from last meeting  
See Clerk's report on Bergh Apton website
5. Open forum for Public Participation: an opportunity to hear from members of the public  
Patricia Waters put in a request on behalf of the Parochial Church Council for funding for churchyard maintenance for 2019 (£525) – this will go on the February agenda. She gave a detailed report on the work already done in 2019 including tree surgery and explained that they were as yet unsure of next year's expenses, but put in a request for £400-£600 for 2020. A member of the public asked about the possibility of trees in front of church being cut in order to give a better view of the church - PW will check with PCC.
6. Presentation of County Councillor's Report – Barry Stone  
None
7. Presentation of District Councillor's Report – John Fuller  
None
8. To consider GNLP consultation document  
The consultation document is due to be published mid-January and consulted upon from 29<sup>th</sup> January to 16<sup>th</sup> March 2020.  
There will be a briefing meeting for councillors at Long Stratton on Thursday 23 January 2020. Steve and Janet volunteered to attend to try and find out the implications for Bergh Apton and report back to the council.
9. Traffic and Speeding - To consider highway issues within the village, possible remedies and funding source

Councillors have looked at the NCC speed management strategy and it seems that although we do meet some of the criteria for a new speed limit, we don't meet all of them. The latest speed graph shows that there has been an overall reduction in speeding with 15% of traffic exceeding 30mph (down from about 20%). However, one vehicle was recorded travelling at 75mph down Mill Road on 18<sup>th</sup> December, so this is still an ongoing issue. Councillors talked about the possibility of calling upon MP Richard Bacon for support in future. We are also hopeful that Cllr Barry Stone will be able to attend the next PC meeting to offer advice on the best way forward.

#### 10. Discussion of County Council's new environmental policy

We would like to speak to Cllr Barry Stone about what parishes like ours can do to help achieve this policy's goal of zero carbon emissions by 2030.

#### 11. To consider funding for BACT land purchase

After much discussion the proposition was made and approved that the Parish Council will support BACT in their purchase of an additional 12 acres of land to extend the nature reserve, using CIL money up to a limit of £11,800.

Clerk to write to BACT to inform them of decision.

#### 12. To consider playground ROSPA report and refurbishment progress

The Play Area Working Party met with K Parfitt to discuss this in December. Kevin will give us a quote for repairs on the playpark as recommended in the ROSPA report plus a few extra improvements. We may need to get two additional quotes depending on the cost. Ian volunteered to go around once a month and check the tiles under the swings. Play park maintenance can come out of CIL reserve as CIL money was used to fund the playpark refurbishment.

#### 13. Planning

12.1 Report on outcome of Thurton PC meeting re: planning application 2019/2340 – Thurton PC is against this development for a variety of reasons including the fact that there are listed buildings nearby, possible traffic issues and the unit design. After much discussion, the councillors decided to support the application in principal (as long as certain conditions are met) as this is a longstanding commercial site and the new units would be an improvement on existing buildings. The council will therefore make the following comments on the proposal: 'The Bergh Apton Parish Council support in principal this application for commercial development as proposed in the design statement providing that attention is paid to environmental concerns about noise (no increased noise level), height of buildings (no higher than existing buildings) and that the hedge screening around the development is maintained.'

12.2 2019/2340 - Buildings on Land Off Church Loke Bergh Apton Norfolk

Redevelopment of existing commercial premises to create 4no. starter commercial Units (councillor's report on Thurton PC meeting on 18/12/19) – see 12.1 above.

12.3 2019/2079 - Oak Tree Barn Church Road Bergh Apton Norfolk NR15 1BP  
Installation of 2 wood burning stove flues and 1 boiler flue to roof of converted barn.  
Erection of porch over rear entrance door, erection of garage and car port building and relocation of existing portal frame barn.

12.4 2019/2080 – listed building consent for above (approval with conditions granted for both 2079 and 2080)

#### 14. Finance

9.1 Cheques raised and approved for Clerk's salary for November and December - £143.43 + £143.43

9.2 Cheque raised and approved for payment of PAYE tax to HMRC (already taken off clerk's salary in Oct/Nov/Dec) - £113.40

- 9.3 Cheque raised and approved to Autela Payroll Services for payroll/pension services – Q3 - £47.08 inc. VAT
  - 9.4 Cheque raised and approved for hire of village hall for PC meetings - £105
  - 9.5 Cheque raised and approved to former clerk for reimbursement of expenses for website provider (7 months) - £67.06 inc. VAT
  - 9.6 Cheque raised and approved to SNC for dog bin emptying – £86.22 inc. VAT
  - 9.7 Payment for new bracket for SAM2 postponed until next meeting as no invoice received yet
  - 9.8 Cheque raised and approved to BYRUS Youth Group - £75
  - 9.9 Receipt of £2712.99 (CIL money) from SNDC confirmed
  - 9.10 Budget for 2020/21 discussed and approved. The amount per household (Band D Charge) will remain at £21 and the shortfall will be funded from the reserve.
15. To agree items for next meeting
- To approve payment of grant for churchyard maintenance - £525
  - To consider the maintenance of village website
  - To consider the use of CIL money for various village projects including a bus shelter and bike racks

Future Dates for Meetings:

**Tuesday 18<sup>th</sup> February (please note this date has changed!)**

APM 31<sup>st</sup> March

AGM 21<sup>st</sup> April

Clerk's Report on Matters Arising from meeting on 22 October 2019

**Item 3 – Letter of thanks sent to John Ling on behalf of the Parish Council.**

**Item 8 – Capital Grants Pot mentioned by John Fuller - BACS are hoping to access this funding to purchase additional land for the nature reserve:**

**“The bottom line is that that we have been offered a 12-acre extension to our nature reserve, and if we purchase half at an economic price of £5,000 per acre, the other half will be donated gratis. This is clearly a very generous deal. So, with estimated legal costs of £800, we need £30,800 in total. BACT is in a position to contribute £14,000 without violating its charitable reserves policy, leaving us another £16,800 to raise. There are thus two elements of matching funding: BACT's existing funds and the donation of half the land. In addition, I have recently applied to the Geoffrey Watling Charity for this sum. However, they will not decide until March 2020 and of course they may well decide not to support us (or only partly support us). Anything we can raise in the meantime, will improve our chance of making this important acquisition for the local community and the conservation of its biodiversity. Obviously I would like to proceed sooner rather than later, while the offer is on the table)” Tony Davy, BACT**

**John Fuller has applied for £7500 from the capital grants pot to go towards this purchase. He also confirmed that the CIL money could be used for this. The Village Hall are also prepared to offer £5000 towards the project.**

**Item 9 – Norfolk County Council Speed Management Strategy: (I suggest councillors read this online, if possible) Below are requirements for 30mph speed limit:**

**30 mph Speed Limit • settlement has a clearly defined core - town centre shopping area, village green, etc. • numerous facilities generating pedestrian/ cycle activity - schools, shops, PH, play areas, etc. • almost continuous frontage development exceeding 400m in length • significant development in depth • numerous junctions • significant pedestrian activity throughout the day with provision of footways and or crossings • refer to the Norfolk Residential Design Guide (7.0 Design Details) for application**

**Item 10.1 – approved with conditions**

**Item 14 – playpark safety report sent to K Parfitt, who agreed to quote for maintenance work after meeting with play area working party on 21<sup>st</sup> December 2019. (see below)**

**Rospa Safety Inspection has identified a number of issues that need to be dealt with:**

1. Shelter: Roof panel damaged leaving sharp edges of the rafter joints – replace slat
2. Bins in the wrong location – relocate bin away from trees into open space
3. Bark – ensure bark is kept at correct levels to prevent trip points happening around tiles
4. Tile surfacing is not secure to the base and could be easily lifted off the base – needs fixing
5. Multiplay – new panel is splitting open and slide deck – reglue before this section is vandalised.
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.

**There does not appear to be any expiry date attached to the playpark grant (£500)**

**Item 16 – clerk notified the Council of the findings of the PC footpath inspection.**

**Item 17 – casual vacancy notices displayed – no requests for an election and no additional candidates for co-option came forward. Clerk also mentioned the vacancy in article in Bergh Apton newsletter.**

**Item 18 – clerk returned Register of Interest forms for Sheri Winn to SNDC.**

