

# **Minutes of a Meeting of Bergh Apton Parish Council**

## **Tuesday 22<sup>nd</sup> June 2021 at 7pm in the Village Hall**

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**Members Present:** David Skedge (chair), Hugh Porter (vice-chair), Janet Skedge, Sheridan Winn, Ian Ratcliffe, Steve Whitby

**In Attendance:** Clerk Angela Tregear, Cllr Kay Mason Billig, Cllr John Fuller (from 7.50-8.15pm), one member of the public

1. To receive apologies for absence & declarations of interest

**No declarations of interest**

2. To approve the minutes of Virtual Parish Council meeting held on 4<sup>th</sup> May 2021

**Minutes approved by all and signed by the Chair**

3. To note Councillor resignation and notice of casual vacancy

**It was noted that Joe Horton has resigned due to a house move. The Clerk was asked to send a letter of thanks to Joe. The Clerk reported that SNC have been informed and the casual vacancy notices displayed on the PC noticeboard and website as required.**

4. To report progress on items not on the Agenda arising from last meeting

**The Clerk reported that the new green dog bin has been installed near the noticeboard in Church Road and the old red dog bin moved from Tenwinter's Pightle to the Village Hall. The delivery of the new PC noticeboard has been delayed due to material shortages.**

5. Presentation of County Councillor's Report – Kay Mason Billig

**Kay introduced herself as our newly elected County Councillor. She has previous County Council experience, having served for 8 years in west Norfolk. She is also the South Norfolk District Councillor for Loddon and Chedgrave, where she lives. She will do her best to attend our meetings and provide us with updates and support on relevant issues such as measures to address speeding.**

6. Presentation of District Councillor's Report – John Fuller

**John gave his update upon his arrival at the meeting at 7.50pm. (See item 12)**

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

**One member of the public present to observe**

8. An update on the possibility of extending the 30mph limit further along Mill Road in light of the new engineering business

**There is currently an issue with speeding along Mill Road and this could potentially get worse with the increase in traffic due to the new engineering business and also more traffic going to and from the very popular Green Pastures at the top of the road. KMB will speak to Gray Overland at NCC to see if there is any possibility of extending the 30mph speed limit to the top of the road in light of these changes. She also suggested various visual measures that could be implemented and likely part funded by NCC.**

9. An update on progress on the 50mph speed limit at Hellington on the A146

Implementing a new speed limit is a complicated process but there should be money available from Green Pastures to do this. KMB will chase this up.

10. An update on the Community Speedwatch application and training  
Sheri is organising this and is waiting for all the application forms to come back from the volunteers – we will then get these posted off and will be able to proceed with the training soon. We have seven volunteers so far. Sheri has met PC Sherry Locke, who has recently conducted some speed patrol in Mill Road, and she is happy to help us with the Community Speedwatch.

11. An update on wheelie bin stickers

We put out an appeal for any spare wheelie bin stickers in the village newsletter for redistribution but unfortunately haven't received any back. It was agreed to purchase 100 more 'Please Slow Down in our Village' stickers to be available upon request.

12. To discuss the South Norfolk Clusters Allocation Plan

Steve attended the briefing on this and John Fuller also commented. The former blockworks in Church Road is a preferred site for around 25 new houses as it is a brownfield site. Each village will also be allowed three separate self-build dwellings. All other sites in Bergh Apton were rejected. There are also two preferred sites in Alington. There is a virtual exhibition about the Allocation Plan on the SNC website. The Plan is out to consultation until 2nd August 2021 and both individuals and Parish Councils can have their say. The Councillors feel that there should be a good mix of housing appropriate to the needs of Bergh Apton, particularly smaller, more affordable homes.

13. Parish Partnership Bid - An update on funding for the second bridge across the Chet in the BACT nature reserve and to consider payment for first bridge in light of the large price increase

The Clerk is still waiting for the Invitation to bid for funding for the second bridge – this should arrive by the end of June. The price of the first bridge has risen due to the steep rise in the cost of materials at the moment. The Councillors agreed to meet the full cost of £3480 for the bridge. (Proposed by Ian, seconded by Steve, all in favour)

14. An update on research for an outdoor gym at the Village Hall

Janet has requested details of outdoor gym equipment from a company in Bunwell, but these haven't been received yet. There is some equipment at Hales which we can look at.

15. An update on the possible DMMO application for the upgrading of the Longlands footpath to a bridleway

The Clerk had no further responses to the article in the newsletter regarding the possible DMMO application. The Councillors felt that there was not quite enough support for the idea to carry it forward and as there was also some opposition, it was decided to not pursue it any further at this time.

16. Finance – clerk's report on the internal audit

All was in order with the internal audit and the following recommendations were made:

- The Standing Orders need to be reviewed and adopted by the Council.  
*We will do this at the September meeting.*
- Consider increasing fidelity insurance to next insurance bracket.  
*This isn't necessary at present as we will not be holding more than £25,000 in the account.*

- We should set a General Reserve Policy.  
*It was agreed that this should be £5000 (roughly 12 months expenditure)*
- The Clerk should be offered a pay rise backdated to 1<sup>st</sup> April 202 (£10.65 p/h instead of current pay of £10.34 p/h) in line with national increase in pay scale and should be paid correct rate going forward.  
*The Councillors agreed to this.*
- Notice of Elector's Right's on website must include notes on Pages 3 & 4 of document supplied by PKF Littlejohn.  
*The Clerk will ensure that this is done.*
- The Council must publish details of land and building assets – or if none, state so on website.  
*We do not have any land or building assets. The Clerk will state this on the asset register and on the website.*

**16.1 To approve the 2020/21 financial accounts including AGAR certificate of exemption, annual governance statement, accounting statements.**

**These were approved by the Council and signed by the Chair and Clerk.**

**16.2 Cheques raised and approved for Clerk's salary for May and June - £179.23pcm**

**16.3 Cheque raised and approved to Clerk for mileage - £36**

**16.4 Cheque raised and approved to C Moore for internal audit - £40**

**16.5 Cheque raised and approved to K Parfitt for installation of dog bin - £137**

**16.6 Receipt of first half of precept (£2100) noted. Clerk also informed the Council that the current bank balance was £25,845 of which £14,598 is CIL money and £11,247 General Reserve.**

**17. Planning 2021/1203 – Application for erection of a wooden Iglu sauna hut at Washingford Barn, Cookes Road, Bergh Apton NR15 1AA**

**The Councillors support this application – no objections.**

**18. To agree items for next meeting**

Updates on quotes for new benches, Cookes Road hedge re-planting, new noticeboard, Community Speedwatch and outdoor gym equipment.

**19. To agree dates for future meetings**

**Next meeting Tuesday 7<sup>th</sup> September in the Village Hall**