

Bergh Apton Parish Council Agenda for a Parish Council Meeting Wednesday 6th December 2023 7:00pm in Village Hall

Members Present: Cllr. Steven Whitby (Chair), Cllr. Hugh Porter, Cllr. Sue Price, Cllr. Ian Ratcliffe, Cllr. Steven Mitchell, Cllr. Guy Warde-Aldam

In attendance: Parish Clerk, Amy Gallant, 0 members of the public

1. To receive apologies for absence & declarations of interest

Apologies received and accepted for Cllr. Skedge.

2. To approve the minutes of the Parish Council meeting held on 19th October 2023

The minutes were approved as an accurate record of the meeting and signed by the Chair.

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

- (1) Under item 4(1) it was confirmed that the Japanese knotweed had been cleared and would require a further clearing in the Spring.
- (2) Under item 4(3) it was confirmed that remedial tasks for the igloo would be completed in Spring.
- (3) Under item 4(4) Council received draft wording for a leaflet to be issued to local residents regarding parking at the Street/Church Road junction and agreed to distribute subject to the inclusion of comments emphasising public safety.
- (4) Under item 4(5) it was noted that completion of remedial works for the trees on Church Road was expected by 29th November. The Maintenance Manager at Saffron Housing had been contacted for a status update and was awaiting a response.
- (5) Under item 4(6) Saffron Housing had been contacted for a status update on pavement repairs and was awaiting a response.
- (6) Under item 4(6) it was reported that the overgrown hedge at Thimble Cottage had been cut back but not on the side of Threadneedle Street. Council **AGREED** for Cllr. Price to request that the hedge is cut back to the roadside to increase visibility for road users and report back to the Chairman of Alington with Yelverton Parish Council. It was noted that the overgrown hedge reported on Mill Road had been cut back and would be further cut in the Spring.
- (7) Under item 4(8) an update on permission from landowner to install a bench at Scop Hill would be provided at the next meeting.
- (8) Under item 9 Council **AGREED** to increase the CIL reserve for a Lectern to £700 following estimates received to date. It was noted that an aluminium lectern was preferred. It was reported by Cllr. Mitchell that two small lecterns to link the narrative and the images would be required and that a quote for artworks and printing would be presented at the next meeting. NCC confirmed a street furniture request through the South 1 Highways Engineer would need to be submitted once details of the lectern and exact location was confirmed.
- (9) Under item 12 details of the D-Day event had been passed onto the PCC for consideration.
- (10) Under item 14.3 it was confirmed that CIL funds would not be appropriate for use to support the promotion of local clubs.

4. Presentation of County Councillor's Report: Kay Mason-Billig

None.

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- 5. Presentation of District Councillor's Report: John Fuller**

None.
- 6. To consider appointment of Parish Council representation to Bergh Apton Charities Committee**

Council **AGREED** to appoint Cllr. Mitchell as Parish Council representative to Bergh Apton Charities Committee.
- 7. To note consultation on the Greater Norwich Local Plan Proposed Main Modification and consider response**

Council **AGREED** to submit no comments on the consultation.
- 8. To confirm representation at the Parish Council Briefing Event for the Village Clusters Housing Allocations Plan Alternative Sites & Focused Changes**

Council **AGREED** for Cllr. Skedge to attend the briefing event and feedback at the next meeting.
- 9. To consider Working Group and membership to interact with local PCs regarding A146 Road Safety**

Council **AGREED** to appoint representatives Cllr. Whitby and Cllr. Price to attend a meeting hosted at Thurton Village Hall on 12th December 730 to discuss road safety on A146 and would present an update at the next meeting of the Council.
- 10. To consider use of SAM2 Station 4 & 5 on Mill Rd for the 2024 SAM2 deployment roster**

Council noted that reducing speeding was a priority for the village and that while the location of the SAM2 device may reduce visibility it can help slow traffic further aiding residents to pull out of their driveways safely. Council **AGREED** to redeploy the SAM2 device at Station 4 & 5.
- 11. To approve statement on biodiversity**

Council **AGREED** to adopt the statement on biodiversity subject to amendment of the first bullet point to "support aspects of site and building design". It was noted that a record of comments and decision taken by Council regarding biodiversity would be presented at quarterly Council meetings.
- 12. Planning Applications:**
 - 12.1. To note the status of all planning applications in the Parish from 1st April 2023**

Council noted the report.
 - 12.2. To consider application ref: 2023/2188 Variation of condition 2 of planning application 2019/1153**

Council noted objections from neighbours reported online and had received no comments from residents regarding the application. Council **AGREED** to submit no comments on the application.
 - 12.3. To consider application ref: 2023/3322 Single storey garden room extension and alterations at Church Farm, Dodgers Lane.**

Council **AGREED** to submit no comments on the application.
- 13. Finance:**
 - 13.1. To note Financial Report**

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The Clerk reported there was a total of £15,429.26 in the bank account, of which £11,752.84 was General Reserve and £3,676.42 was CIL Reserve. An outstanding CIL balance of £623.09 required earmarking as soon as possible.

Council **AGREED** to consider a grants budget and supporting process at a future meeting for application by local groups for the benefit of the local community.

13.2. To consider draft budget 2024/25

Council **AGREED** to increase the budget line from the General Reserve to £1,500 for the budget year 2024-25 only. It was noted that the final budget and precept would be presented at the January meeting for approval. Following approval, the budget would be published on the Parish Council website including supporting budget notes for information.

13.3. To consider application to the Winter Pressures Grant

Council **AGREED** to refer to the Village Hall Management Committee.

13.4. To consider application to the Clean Up & Bloom and/or the Pride in Place Grant

Council **AGREED** not to apply for the grant at this time.

13.5. To note the 2023 pay award for local government services employees

The report was noted by Council.

13.6. To note regular payment of £164.23 to A Gallant for October Salary

The payment was noted by Council.

13.7. To note regular payment of £164.23 to A Gallant for November Salary

The payment was noted by Council.

13.8. To note regular payments by Direct Debit of £3.60 and £11.99 to IONOS for cloud storage and web provision

The payments were noted by Council.

13.9. To note payment of £602.41 to Trade & DIY Products Limited for bench

The payment was noted by Council.

13.10. To approve payment of £194.53 to Glasdon UK Limited for dog bin

The payment was approved by Council.

14. To agree items for next meeting

None.

15. Date of next meeting: Wednesday 17th January 2024

Meeting closed: 8:30.