

MINUTES FOR BERGH APTON PARISH COUNCIL AGM WEDNESDAY 6TH
MAY 2026 AT THE VILLAGE HALL 7.00 PM

8.3. To consider the explanation of any significant variances for approval. Section 2 Accounting Statements 2025/2026. **No variations.**

8.4. To note the Notice of Public Rights and Publication of Unaudited AGAR. **Noted. Agar and Notice will be put on the Parish Council Noticeboard and Parish Council website.**

AGAR signed by Sue Price and Clerk and record of Minute reference made.

8.5. To approve the following payments:-

(i) Monthly direct debits to Ionos for website support and cloud storage £17.99 and £6.60

(ii) Charitable Donation to maintenance of Bergh Apton Church £100.00

(iii) Payment made to Westcotec for repairs to the Village SAM Equipment £93.00

(iv) Clerk's Salary April and May

(v) Payment to NPTS annual subscription £98.96

(vi) Cheque to Zurich Insurance for Policy premium £737.26

(v) Agreed payment to Mike Rimmer to reimburse mileage for SAM equipment servicing

8.6 Allocation of CIL funds £2062.18. Earmarking of funds of £1700.00 for Play area repairs/Defibrillator.

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6TH MAY 2026 AT THE VILLAGE HALL 7.00 PM

9. To report progress on items on the Agenda arising from the last meeting (Clerk's Report):
- (i) Progress of bus shelter lighting adjustment of sensors. **Redhill moved some sensors but length of cables limited so the situation is not really improved. Action: Sue Price to contact Marlec regarding the possibility of supplying additional cabling.**
 - (ii) Removal of side/front panels to bus shelter following previous vandalism and report on that from Guy Warde-Aldam. **Agreed panels would not be replaced as vandalism would reoccur. Action: Guy Warde-Aldam will reinspect**
 - (iii) Installation of Signage in the Village Hall play area. **Installed by Trevor Price. The Parish Council convey their thanks to him.**
 - (iv) Repairs to the rocks on wall of play area equipment. **Action: Clerk to email Martin Graystone requesting the rocks and bolts he purchased so this work can be completed.**
 - (v) Latest position on installation of the lecterns and installation ceremony. **Action: Clerk to enquire of John Ling to establish the current position.**
 - (vi) Charitable donation to Byrus. **Janet Skedge awaiting notification of how many children in the village attend the events organized by Byrus. It was noted that this charity is not run by the Church of England.**
10. Renewal of Parish Council Insurance with Zurich – 3 Year Policy offered on same terms with a discounted premium for the 3 year term. Note that the Parish Councillors agreed to continue insuring with Zurich. **First premium for this new policy has been paid.**

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11. Planning Applications:

11.1 (a) J Hemmant Application Change of Use 2024/0499 For events up to 50 at The Winery, Loddon Road, Bergh Apton. Passed Management Committee on the 8th April 2026. **Passed with Conditions on sound levels. Action: Clerk to remind South Norfolk that clarification is required as to how sound monitoring is to be undertaken.**

(b) R Forman's application Lane East of Village Hall Cookes Road 2024/3402 3 Custom Build Dwellinghouses. **Consultation hearing date 13th May 2026. Sue Price will be attending to represent the Parish Council.**

(c) 2026/0574 The Cottage Threadneedle Street Approval of Conditions 6 and 11 (of 2025/1397) air source heat pumps and surface water drainage. **Still pending consideration.**

(d) 2026/0587 Listed Building Consent Application for essential repairs and strengthening of existing barn at Holly Farm Loddon Road Bergh Apton **Still pending decision**

11.2 Any planning applications which are pending the Council making comments.

11.3 Consider any Planning Applications received after Agenda posted.

Application 2026/1067 Mr & Mrs Tilly Side and rear extension at Sandigell, The Street. **The Parish Council have no objections to this application.**

12. Targeting introduction of 30 MPH on the Street – Any feedback from Gary Overland/Kevin Allen. **Kay Mason-Billig emailed Gary Overland requesting he return for a further inspection as new houses on the Street had not been built at this time he previously inspected. She has asked Gary Overland to respond to the Clerk with suggested dates. Ideally the 30 mph speed limit could be extended. There is an annual highways budget each year for such matters. The cost is in the region of £6000.00.**

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13. Damage to Trees on Cookes Road – (a) Do the Parish Council wish to appoint a Tree Warden and (b) Email from Chris Popplewell dated 14th April 2026. **Position of Tree Warden been vacant since 2022. Volunteer Tree Warden for the village will be Hugh Porter. The trees have been inspected and it was evident there was an attempt to control the spread of ivy on the tree trunk. It was found that no works undertaken to the tree were detrimental.**
14. Ranger Services – Signage in Village for Footpaths/Rights of Way made good. **Sue Price inspected and the two posts have been rested against the trees and not put into the ground. Sue Price having undertaken an audit found the finger post had not been dealt with, one finger post was put hard against an electricity box so the box cannot be opened and there are Waymarker discs needing replacing. Sue will ask for assistance from Steve Whitby to prepare a map of footpaths. According to the Rights of Way Definitive Map for Bergh Apton 2025 we have 16 footpaths. Footpath 14 is short and connects Kirstead Footpath No 2 to Seething Footpath No 5. The Church footpath sign opposite the church gates is also in poor condition. Action: Sue Price will deal with steps to procure the repair of the footpath signs in conjunction with the footpath audit.**
15. Making good of Tractor and Trailer Tracks on the fields adjacent to Kevin Parfitts Land. **The field Footpath been levelled out. Noted by the Parish Council who express thanks to Stephen Catchpole and team together with Kevin Parfitt**
16. Foot Path Audit – Sue Price’s Footpath Audit circulated to Councillors on 27th April 2026. Richard May’s email to the Parish Council dated 30th March 2026. **See item 14 above**
17. Play area annual inspection. The Parish Councillors agree future inspections to be undertaken by South Norfolk District Council whose reports are clearer. SNDC will inspect in October this year, slightly later than the July inspection previously undertaken by ROSPA. **All Councillors agreed the change to SNDC for the play area inspection.**

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18. Following the Invitation from the Bergh Apton Village Hall Committee, Hugh Porter who currently represents the Parish Council will continue to do so.
Hugh Porter reported to Village Hall Committee we are having SNDC carry out play area inspections.

19. Priscilla Bacon Hospice Charity. Sue Price's Report. **The Parish Councillors have seen the information from this Charity concerning their website and the ability for them to produce an article for our newsletter. This hospice offers various facilities. Sue Price is presently waiting for a draft paragraph for approval before going to print and contact information.**
Hugo Stevenson

20. Review Parish Council Governance Documents:
 - (i) Statement of Internal Controls.
 - (ii) Parish Council Co-Option Policy
 - (iii) Asset Register**All documents agreed by Parish Councillors and will be reviewed in one year's time.**

21. Items of a Confidential Nature. **None**

22. Corvue Enforcement Reports. **As Circulated to Councillors 4th May 2026. Current existing notices concerning Greenpastures and White Willows.**

23. Matters for Agenda for next meeting including annual review of additional Governance Documents.

24. To Agree Annual Parish Meeting Wednesday 20th May 2026 at 7.00 pm at The Village Hall, Bergh Apton (doors opening at 6.30 pm for drinks) and the next Parish Council Meeting Wednesday 1st July 2026 at 7.00 pm at The Village Hall.

Meeting Closed at 8.20 pm