

**MINUTES OF MEETING OF BARNHAM BROOM PARISH COUNCIL  
HELD ON 20<sup>th</sup> July 2017 AT 7.30pm IN THE VILLAGE HALL**

Present: Cllrs Garrard (PG), Burns (JB), Hensley (JH), Cowan (JC) and Read (BR)(Chair).

In attendance: Beth Boorman (Clerk), Margaret Dewsbury (County Councillor), 1 member of public

1. Apologies

Cllr Jean Ewles

2. To accept any declaration(s) of interests

None

3. Adjournment for Public Participation

None

4. The Minutes of the meeting held in June were approved by BR

5. Matters arising from the minutes of the last meeting (not already included on the agenda)

None

6. Correspondence

- Merchant Navy Day: No ceremony planned for village.
- Consultation on the draft Guidelines for Recreation Provision in New Residential Developments: Clerk to contact Newbery Homes regarding play area at new development and check who will be responsible for it's maintenance. **Clerk to action.**
- Parish Partnership Scheme: Project bids due December, Councillors to discuss ideas and share at next two meetings.

7. To review and agree the rent for the Parish Land and the Parish Trust.

It was discussed and agreed that rent to be increased as per inflation. It was also suggested that the tenancy agreement to be checked for any sub-let clause and Clerk to confirm if land being sub let, if so there should be an increase based on this also. Any extra increase would be therefore be determined at next meeting. JC proposed, BR seconded. **Clerk to action**

8. Co-option of a councillor

Mark Edwards expressed an interest in joining the council. BR asked councillors to raise their hands if they wished for ME to join. An unanimous decision was made for ME to become a councillor. ME signed Declaration of Acceptance of Office form and took Pecuniary Interests form away to fill in and send to SNC. Clerk to email ME with relevant council information. **Clerk to action.**

9. To update planning responses and consider the Councils view of the following planning applications:

- a. 2017/1529 Location: Barn Owl Farm Rush Green NR9 4EA Proposal: Proposed lean - to extension to general purpose agricultural building. No views or comments. JC proposed, JB seconded.
- b. 2017/1317 27 Location: 71 Norwich Road NR9 4BU Proposal: To convert and extend the existing double garage and log store to form a 3 bedroom annex. No views or comments. PG proposed, JH seconded.
- c. Any planning notifications:
  - 5A Hillside Garage with 1<sup>st</sup> floor storage area. Approval with conditions.
  - Rear garden of 19 Mill View Proposed bungalow and garage. Refusal.

8. Village Issues

- a. Newsletter. Number of pages to be included was discussed and it was decided that it would depend each time on how much was being included/space needed. Clerk explained printing quotes and purchasing a larger printer as suggested by PG, was deliberated over but it was decided to see how the first newsletter was accepted first.

JB also suggested an option was provided for residents to have the newsletter emailed if they preferred. ME asked if advertising was to be used and it was clarified from previous meetings that it would not, however this discussion did lead to possibility of the Post Office providing printing/photocopying. Clerk to investigate options for this. The discussion continued focusing on ideas for content such as a competition/quiz, facts about the village and a suitable image for the front page. **Clerk to action** ready for possible publication in September.

- b. Memorial Garden Working Party update. The garden is now seeded and the grass should be established at the end of the month ready for working party sessions to be organised. JH has managed fencing surrounding the garden and PG is watering the garden daily. **Clerk to update risk assessment** due to fencing and trip hazards as alerted by ME. JH has successfully obtained a community matters bid with Waitrose and reminded us all to encourage people to obtain green tokens. Another fundraising quiz night is taking place this Saturday.
- c. Fen Trust land. PG has spoken to neighbours who are keen to be informed of what is happening with the land. Clerk and BR explained that information has been gained that a track/lane leading from Bell Road to the land, (and other farms/properties) is unregistered. Clerk to research options for legal help and registering track, (as a possibility only at this stage). **Clerk to action**. Councillors emphasised importance of being considerate of those surrounding the land and who also use the track.
- d. 'Beggars Roost' development. Clerk to contact Michael Edney and Tim Barker for any update. **Clerk to action**.
- e. EDP article on housing developments. Margaret Dewsbury elaborated on what article was suggesting, (regarding land at Honingham/Easton) and explained at this stage it was more a, 'call for land' and the situation would be monitored by all.
- f. Cold Calling. Margaret Dewsbury explained opportunities for having, 'no cold calling zones' in villages where there are specific areas where elderly/vulnerable people live. If a zone is identified, trading standards can assist those residents. It was agreed that Councillors would suggest any suitable zones within the village at the next meeting.
- g. Any Village Issues. ME put forward the issue of ongoing parking problems outside the primary school, (with cars parking all day) and detailed a car accident that could have been extremely serious. JH summarised recent activity to try to combat this with speed signs and obtaining cones but said that the school need to ensure the cones are put out each morning. JB explained that the yellow zig zag lines still need moving and Margaret Dewsbury agreed to contact Robert West at Highways along with Clerk. **Clerk to action**.

#### 10. Payment of accounts and precept update

The following payments were agreed and a precept summary distributed.

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| a. Norfolk Family Mediation donation    | £30                                    |
| b. Clerks salary and reimbursements     | £325.28 (including 2 courses attended) |
| c. Mann Landscape and Building services | £850                                   |
| d. Any time limited invoices            |  |

Clerk explained issue with laptop and printer being broken by a power surge during a storm. Clerk is awaiting further information from insurance company who have said laptop is repairable but excess will need to be paid. Clerk has a laptop on loan and using own printer for time being.

#### 12. Future Business

None

#### 13. Dates of future meetings

24<sup>th</sup> August, 21 September, 16 November 2017 at 7.30pm Barnham Broom Village Hall.

Meeting closed at 9.15pm