

BARNHAM BROOM PARISH COUNCIL

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Minutes of the Council meeting on Thursday 14th January 2021, 7.30pm via Zoom Video Conferencing

Cllrs present:

Mark Edwards – Chair (ME), Jane Burns – Vice Chair (JB), Rebecca Hill (RH), Sara Harrold (SH), John Cowan (JC), Bob Harvey (BH), Jacqui Grint (JG)

Other:

Jordana Wheeler (Clerk), County Councillor Margaret Dewsbury (MD), there were 2 members of the public present.

Absent:

District Councillor Richard Elliot (RE)

This meeting took place via video conference due to the current Coronavirus outbreak and guidelines to stay at home.

- 1) Apologies for Absence
 - a) ME wished everyone a Happy New Year. Apologies were received from RE. Due to technical issues SH joined the meeting late.
- 2) To receive any Declarations of Interest in items on the agenda and consider any requests for dispensation
 - a) There were no declarations of interest.
- 3) To approve and sign the minutes of the Parish Council meeting on 19th November 2020
 - a) The minutes of the meeting held on 19th November 2020 were received and read by Councillors prior to the meeting. Councillors **RESOLVED** to approve the minutes. The Clerk will liaise with ME to sign the minutes after the meeting.
- 4) Opportunity for public participation
 - a) A resident shared concern about safety at the crossroads, both for pedestrians and drivers.
 - b) Thanks were given to the Barnham Broom Community Fund for organising a visit to the village by Father Christmas.

JG gave apologies and left the meeting at 7.40pm.

- c) Contributing factors to the recent flooding before Christmas were raised. ME agreed to discuss item 12. Flooding had occurred again on Norwich Road.
- d) It is believed that blocked ditches are contributing to flooding. Ditches are the responsibility of the land owner. Some of the ditches on Norwich Road are owned by Saffron Housing.
ACTION – Clerk to contact Saffron Housing again asking for their ditches to be cleared.
- e) MD noted that Norfolk County Council (NCC) and South Norfolk Council will be looking into the flooding and the causes after other areas in the district were also flooded. A new committee will be formed to look at improving responses, and strategies, to address future incidences of flooding. Councillors noted information on the district council website about the location of sandbags was incorrect.

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SH joined the meeting at 7.45pm.

- f) It was felt that the current drainage systems are not capable of coping with the volumes of water which enter it and that there is no sufficient outlet at the end of the pipe system south of Norwich Road near Chapel Close.
- g) ME noted the Council have no powers to enforce any residents to maintain their ditches and can only highlight the problem. It is difficult to establish an exact cause for the flooding as there are multiple factors.
- h) BH reported on some houses which had been badly affected by the floods, including sewage in the water, and required sandbags. Key areas affected were Spur Road, Norwich Road and Chapel Close. NCC cleared one drain on Norwich Road which had been blocked.
- i) Other factors suggested, which may be contributing to flooding, were the new bike track increasing run off, and the removal of trees which may previously have absorbed the water and slowed down water flow.

ACTION – Clerk to gather information on flooding in the village.

- 5) To report on matters arising from previous meetings (information only)
 - a) Improvements have been made to the website; this is ongoing.
 - b) Outstanding items from 2020 have been chased but the current lockdown was slowing progress.
 - c) Councillors thanked a resident for the Christmas tree which had been put up at the crossroads over the festive period.
- 6) To receive the bank reconciliation for November/December 2020 and agree the following payments:

The Council reviewed the bank reconciliation. The Clerk noted the transfer to the savings account was part of the Council's reserves which had been held in the current account for cash flow purposes. £1000 of the reserves will remain in the current account. No questions were received. The Council **RESOLVED** to approve the payments. The Clerk will arrange for ME and JC to sign the cheques outside of the meeting.

	Description	Cheque Number	Amount
a	Jordana Wheeler – Expenses (Nov & Dec 2020)	101206	£21.00
b	Transfer from Current Account to Savings Account	101207	£4570.00

- 7) To consider options for the reallocation of the Chairman's allowance
 - a) ME did not wish to receive the Chairman's allowance and welcomed suggestions for reallocating it. JB suggested it goes to the Barnham Broom Community Fund. The group has been unable to fundraise this year but has continued to support village projects and provide events such as Father Christmas visiting the village. BH felt this was appropriate.
 - b) RH suggested contributing to food parcels being provided to families in need. The Clerk noted money could not be given to individuals, only to organisations. It was not known who was coordinating the food parcels.
 - c) After further consideration the Council **RESOLVED** to donate the Chairman's allowance of £139 to the Barnham Broom Community Fund as their activities benefit the whole

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community.

SH left the meeting at 8.10pm due to technical difficulties.

- 8) To agree the budget and precept for 2021-22
- a) The tax base has been confirmed as 224 for 2021-22, an increase from 219, due to houses in Bankside now being occupied. Small increases have been made to the village maintenance and training categories. The rest of the draft budget remained the same. Donation requests from the PCC and the village hall had been confirmed and details shared with the Council. The overall precept proposed is £9729, a 0.5% increase on a band D property (extra 2p a month).
 - b) BH queried the amount the village hall has requested to cover the grass cutting at the playing field, noting the grants the village hall has received from South Norfolk Council due to being forced to close during the pandemic. BH wished to ensure public money was being spent appropriately.
 - c) JB noted it was important to maintain the playing field and football pitch to ensure the return of football matches and the income this generated. The village hall now also has additional costs to maintain the bike track. The boiler in the village hall is also being replaced at a cost of £6000 and the floor has been repaired.
 - d) ME queried if 3 comparative quotes had been obtained, JB confirmed they had.
 - e) RH queried whether some money could come out of the village hall funds to share the grass cutting costs. JB noted there was no pot of money to dip into and that the cheapest quote had been chosen for the grass contractor. As the village hall is currently closed there is no income therefore there is no money available to pay for the grass cutting.
 - f) ME noted the playing field is well used and didn't want to see it become overgrown.
 - g) BH clarified he had no problem with making a donation, however if the village hall had a substantial amount in the bank then it should be reconsidered. JB confirmed the village hall was not cash rich and would not request money unnecessarily.

SH rejoined the meeting at 8.25pm.

- h) SH noted the village hall and playing field were an important asset to the village and should be maintained. The Council **RESOLVED** to approve the donation of £2000 to the village hall and not amend the figure.
 - i) The Council **RESOLVED** to approve the precept of £9729 for 2021-22. The Council **RESOLVED** to approve the budget for 2021-22.
- 9) To consider a response to the following planning application;
- a) Application 2020/2458 – Single storey rear extension, relocation of entrance to East elevation including erection of open sided porch, Hidcote, Mill Road, Barnham Broom
The Council **RESOLVED** they had no comments or objections to the application.
- 10) To receive an update on the damaged street light
- a) The Clerk reported that the insurance company would not cover a claim against the damage to the street light on Hillside. Councillors who had viewed the street light did not feel it was a danger. It may cost up to £2000 to remove the street light and similar to replace it as it does not meet current standards.
 - b) JB felt the railings at the entrance to the adjacent alley should also be removed to improve access for pushchairs & wheelchairs.

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- c) The Clerk noted it had still not been possible to determine who owned the street light and the footpath as records are believed to be in the Norfolk Record Office. Norfolk County Council have the Parish Council recorded as responsible for the street light but the Clerk has no paperwork evidence. Given the costs involved the Council agreed to postpone a decision on the street light until ownership could be verified.
- 11) To receive an update from the December Norwich Western Link Liaison Group meeting
- a) JC attended the meeting. New traffic modelling data was discussed and showed a big increase for Barnham Broom in the future, approximately double current volumes. This is linked to both the opening of the new A47 and the Norwich Western Link (NWL). There is a further meeting scheduled for January to discuss traffic data further.
 - b) SH noted that the South of the A47 group had pushed for this additional traffic modelling data. The area to the South of the A47 and NWL had not been given any consideration by Highways England (HE) and Norfolk County Council (NCC). The parish is being offered mitigations by NCC but these are not yet agreed. The data is a clear case for the need for mitigation. The NWL seems to be the main driver for the increases in traffic as the data suggested without the NWL the dualled A47 would actually reduce traffic.
 - c) RH suggested other local road closures to prevent rat running but it was noted this would just move the problem elsewhere. It was agreed the Council should continue to push for mitigations to discourage traffic from travelling through Barnham Broom and additional measures to slow traffic down. SH suggested the extension of the 30mph speed limit further out of the village.
ACTION – Add Traffic Mitigations to next agenda.
- 12) To discuss flooding on Norwich Road
- a) This item was discussed during item 4, Public Participation.
- 13) Correspondence
- a) A47 dualling Winter update
HE provided a booklet and updated map regarding the dualling of the A47 between North Tuddenham and Easton. The map included is the final version. The update is available on the Council website or Highways England website.
 - b) Update on South Norfolk Bin Calendars
The calendar has not changed this year therefore they are not being printed but can be accessed via the South Norfolk Council website. SH requested a copy is put on the Council noticeboard. The Clerk will investigate options for sharing bin calendars.
 - c) PCC budget consultation 2021-22
A link to the PCC budget consultation for 2021-22 is available on the Council website if parishioners wish to submit comments.
 - d) Orsted Hornsea Three Wind Farm consent decision
Permission has been granted for the Orsted Hornsea Three wind farm to be built. This will include installation of an underground cable east of Barford. SH noted a review is taking place on the possible need for an offshore ring main due to the number of proposed offshore windfarms and underground cables. The parish may be affected by other cables in the future.
- 14) To confirm details for the next meeting
- a) The next Council meeting is on Thursday 18th February 2021 via video conference at 7.30pm. The press and public are welcome to attend.

- 15) To pass a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the press and public for the following confidential items:
- a) To acknowledge the resignation of the Parish Clerk
 - i) The Council **RESOLVED** to exclude the public to discuss a staffing matter. MD gave apologies for the February meeting. The public meeting closed at 8.55pm.
 - ii) The Council acknowledged the resignation of the Clerk. ME noted he had discussed the decision with the Clerk. The Clerk will be leaving post in mid-March.
 - b) To agree the process for the recruitment of the Parish Clerk
 - i) The Council considered the job advert, shortlisting criteria, interview questions and recruitment schedule. The Clerk noted a panel of 3 Councillors would be required to carry out the recruitment process. The Council **RESOLVED** to approve the recruitment documents and process. The Council **RESOLVED** to appoint ME, JB and JC to form the recruitment panel.

The confidential meeting closed at 9.10pm.