

**Minutes of the Ordinary Meeting of the Stow Bardolph Parish Council held at  
Barroway Drove Village Hall on Tuesday 14<sup>th</sup> January 2020 at 7.30pm**

**Present:** Parish Councillors: Mr D Barnes (Chair), Mr M Brighton, Mr G Bishop, Mrs S Ling, Mrs S Dent, Mrs S Cooke, Mr R Hudson, & Mrs S Clanfield

Borough Councillors: Mr C Rose

Norfolk County Councillors: None

Clerk: Mrs V Howling

No members of the public were present

Mr D Barnes took the Chair and welcomed everyone to the meeting by wishing everyone a Happy New Year.

**1. To Receive apologies for absence**

1.1 Apologies were accepted from Parish Councillor Mr W Esse & Borough Councillor Mrs V Spikings.

**2. To receive any declarations of Interest in items on the agenda**

2.1 None.

**3. To approve and sign the minutes of the meeting held 12<sup>th</sup> November 2019**

3.1 Proposed by Mr M Brighton and seconded by Mr G Bishop, all agreed that the minutes, having been properly circulated and exhibited, be accepted as a true record of the proceedings. The Chairman thereupon signed the minutes.

**4. Clerk's report (for information only)**

4.1 A SLCC Bursary of £200 towards the cost of the CiLCA had been received.

4.2 A Parish Partnership Application for help with costs of signage in Stow Bridge has been submitted.

4.3 Communication with other parishes regarding the concerns about build-up of silt in the Ouse are ongoing and will be reported further at the next meeting.

**5. Open Forum for public participation**

5.1 No members of the public were present.

**6. To discuss any Highway Matters**

6.1 The Council reviewed responses to previously reported issues – a full list of these can be viewed on the Parish Council website:

<https://stowbardolph.norfolkparishes.gov.uk/files/2020/01/Highways-Issues-January-2020.pdf> and can also be supplied by the Clerk on request.

6.2 The general poor state of the roads in the parish was discussed at length; a meeting with a representative from NCC Highways has been arranged for 20<sup>th</sup> January, which will give opportunity to discuss the Council's concerns.

6.3a A Barroway Drove resident has contacted the Council to ask why Pneumatic Road Tubes (to monitor volume of traffic) had been installed in Stow Bridge and not in Barroway Drove.

6.3b A Stow Bridge resident has contacted the Council with concerns about road safety on West Head Road after three accidents happened over the Christmas period.

- Items 6.3a & 6.3b will be discussed at the meeting with Highways on 20<sup>th</sup> January.

6.3c The SAM2 had appeared to malfunction when in position on Lady Drove recently; this will be monitored and if further problems occur the machine will be returned to Westcotec to be checked.

6.4d It was noted that Police cars are regularly travelling through Stow Bridge at high speeds; the local constabulary will be invited to the next Council meeting so that concerns can be raised.

## 7. To discuss any Street Light Matters

7.1 Streetlight on The Bridge in Stow Bridge was reported as being on all day – the Clerk will report this to the maintenance company.

## 8. Planning Matters

8.1a The Council noted the results of previous applications.

8.1b Two planning applications have been reviewed by the Planning Working Group since the last meeting (see Planning Group Report attached to agenda January 2020); the Parish Council RESOLVED to support their recommendations.

8.2 Three planning applications were considered:

19/02097/RM	<i>Reserved matters application for new dwelling at Plot adjacent to Willowdene 260 The Drove Barroway Drove</i>	<i>The Parish Council RESOLVED to support this application</i>
19/02173/RM	<i>Reserved matters application for proposed dwelling at Land at Cherry Tree Farm 211 The Drove Barroway Drove</i>	<i>The Parish Council RESOLVED to support this application</i>
19/02126/F	<i>Demolition of existing temporary buildings and construction of 5 detached dwellings at McLatchie Farm 195 The Drove Barroway Drove</i>	<i>The Parish Council RESOLVED to object to the application as it does not meet the necessary criteria to be considered infill development. Furthermore, the Council feel the design and character of the proposed development is not in keeping with the surrounding area.</i>

8.3 No other correspondence regarding Planning Matters has been received.

## 9. To discuss and agree Finance Matters

9.1 The following payments were approved:

<i>V Howling</i>	<i>Salary &amp; expenses</i>	<i>£ 1036.93</i>	<i>#101083</i>
<i>HMRC</i>	<i>(Tax &amp; NI on Clerks Salary)</i>	<i>£ 216.80</i>	<i>#101084</i>
<i>Westcotec</i>	<i>(Street Lighting for Oct &amp; Nov)</i>	<i>£ 55.58</i>	<i>#101085</i>
<i>Barroway Drove Village Hall</i>	<i>Hall hire for meetings</i>	<i>£ 60.00</i>	<i>#101086</i>
<i>Stow Bridge Village Hall</i>	<i>Hall hire for meetings</i>	<i>£ 52.50</i>	<i>#101087</i>

9.2 The Council resolved to make contributions of £2000 towards each churchyard, which includes payment of the invoice\* for grass cutting at St Peters Church.

<i>Holly Landscapes</i>	<i>Churchyard maintenance*</i>	£ 2328.72	#101088
<i>St Peters Church</i>	<i>Churchyard maintenance donation</i>	£ 59.40	#101089
<i>Stow Bardolph Church</i>	<i>Churchyard maintenance donation</i>	£ 2000.00	#101089

9.3 There were no requests for donations.

**10. To review and agree the Council's Equality Policy**

10.1 The Council RESOLVED to approve the Equality Policy.

**11. To review and agree the Council's Model Publication Scheme**

11.1 The Council RESOLVED to approve the Model Publication Scheme.

**12. To review the Clerk's Job Description, Contract and Working Hours (confidential item)**

The Council RESOLVED to approve the Clerk's revised Contract. The Clerk's Job Description and working hours will be reviewed at the May meeting.

**13. To notice correspondence received (for information only)**

13.1 The following correspondence was tabled:

- Police newsletter (on website)
- Clerks and Councils Direct magazine
- Consultation on BCKLWN decision making process

**14. To receive items for the next meeting's Agenda**

14.1 To discuss concerns regarding build-up of silt in River Ouse.

*The Chairman closed the meeting at 8.54pm. The next full council meeting will be held on Tuesday 10<sup>th</sup> March 2020 at Stow Bridge Village Hall.*

Chairman .....

Date ...../...../.....