

**Minutes of the Ordinary Meeting of the Stow Bardolph Parish Council  
Held at Barroway Drove Village Hall on Tuesday 10<sup>th</sup> January 2023**

The meeting commenced at 7.30pm

**In attendance:**

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

**Borough Councillors:** Mrs V Spikings & Mr C Rose (arrived 7.42pm)

**Norfolk County Councillors:** Mr C Dawson

**Clerk:** Mrs V Howling

**1. To receive apologies for absence**

1.1 Apologies were accepted from Parish Councillors Mr W Esse, Mrs S Clanfield & Mr G Bishop.

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

2.1 Cllr Dent declared a non-pecuniary interest in agenda item 10c (request for donation towards shed by St Peter's Church)

**3. To approve and sign the minutes of the meeting held 8<sup>th</sup> November 2022**

3.1 The minutes of the meeting were approved without amendment and signed by the Chairman as a correct record.

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

4.1 The Clerk reported that the new Grit Bins will be installed in the summer, as the old ones had already been refilled with grit.

4.2 The notice board in Stow Bridge cannot be easily repaired and will therefore be replaced; this has been budgeted for and the Clerk will liaise with the Chairman to agree the details of the replacement.

4.3 All other matters that the Clerk has been working on are covered by the agenda.

**5. To receive updates from Borough and County Councillors**

5.1 Cllr Spikings confirmed that photographic ID will be required for anyone wishing to vote in person at the elections in May.

5.2 Cllr Rose provided information on cost-of-living help and support (to be passed on to residents by notice boards, website and social media).

5.2 Cllr Dawson reported that the County Council are in the process of setting next year's budget, which is likely to see a 5% increase. Cllr Dawson also reported that he has taken on the role of Champion for Rural Businesses and will provide more information on this in due course.

**6. Open Forum for public participation**

6.1 No members of the public were present.

**7. To discuss any Highway Matters**

7.1 A report on all previously identified issues had been circulated to Members ahead of the meeting (and is attached at appendix i).

7.2 Several new potholes have, very recently, appeared around the parish, and existing ones grown in size, therefore the Clerk will review the whole parish over the next week and report to Highways accordingly.

7.3 Work to complete the extension to the footpath in Barroway Drove is due to start on 16<sup>th</sup> January; the estimated costs of this work have increased from £50,000 to £62,000 – this is due to increased cost of materials since the original quote and funding bid were submitted. Cllr Dawson suggested applying to the Parish Partnership Fund for the shortfall and the Council Members agreed the Clerk should action this as soon as possible.

**8. To discuss any Street Light Matters**

- 8.1 No faults were reported.
- 8.2 Due to changes with the energy supplier, no bill for the last financial period has been received, making it difficult to predict costs for the forthcoming year. The Clerk will contact the supplier regarding this matter.

**9. To discuss Planning Matters**

- 9.1 The Council noted the results of previous applications and the responses from the Planning Advisory Group to applications received for consultation since the last meeting (see report attached to January 2023 agenda).
- 9.2 There were no new planning applications for review.
- 9.3 A consultation regarding changes to the planning system is open until 2<sup>nd</sup> March; the Clerk will send details to all council members via email.

**10. To discuss and agree Finance Matters**

10.1 The following payments were approved:

| <i>Date</i> | <i>Payee</i>  | <i>Details</i>                         | <i>Amount</i> | <i>Cheque no.</i> |
|-------------|---------------|--|---------------|-------------------|
| 31/12/22    | Mrs V Howling | Salary & expenses (October - December) | 1244.68       | #101185           |
| 31/12/22    | HMRC          | Tax & NI on salary                     | 300.00        | #101186           |
| 10/01/23    | Westcotec     | Streetlight maintenance (Dec & Jan)    | 55.58         | #101187           |

- 10.2a In light of new information regarding predicted expenditure in the coming months (additional costs of extension to footpath) and following a written request from Cllr Barnes, Cllr Dent, Cllr Ling & Cooke, the Council Members agreed to revisit the decision made at the last meeting to set the Precept at £14,000.
- 10.2b The Council reviewed and approved the revised budget for 2023-24 (circulated with the agenda).
- 10.2c The Council **RESOLVED** to set the Precept for 2023-24 at £16,000.
- 10.3 The Council **RESOLVED** not to grant money to St Peter’s Church for a replacement shed; this decision was based on guidance from the National Association of Local Councils.

**12. To receive items for the next agenda**

- Update on replacement notice board
- Update on extension to footpath (including updated costs)
- To review Reserves Policy

*The Chairman closed the meeting at 8.35pm. The next meeting is due to take place on 14<sup>th</sup> March at Stow Bridge Village Hall, commencing at 8pm and will be preceded by the Annual Parish Meeting.*

Chairman .....

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

**SBPC Minute no 1/23 Appendix i**

|  |  |
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| <b>BARROWAY DROVE</b>  |  |
| New footway from Old School to Village Hall  | Work due to start Mid-January  |
| Fence too close to road outside The Old School, Barroway Drove   | Awaiting results of boundary search – no updates   |
| <b>STOW BRIDGE</b>   |  |
| Dropped drains on Low Road   | Work completed Dec 2022  |
| Conifers on The Causeway (woodbine Cottage)  | This is being monitored  |
| <b>STOW BARDOLPH</b>   |  |
| General poor state of road surface on Stow Bridge Road   | Nothing programmed in at the moment but you will consider this road for recycling next year. |
| Pot holes/cracking on 'give way' triangle  | Reported via online system – awaiting repair   |
| <b>OTHER</b>   |  |
| Highways Technician reports that all roads in the parish were reviewed on 6/10/22 and urgent work prioritised. |  |