

Minutes of the Ordinary Meeting of the Stow Bardolph Parish Council

Held at Barroway Drove Village Hall on Tuesday 9th January 2024

The meeting commenced at 7.30pm

In attendance:

Parish Councillors: Mr D Barnes (Chair), Mr M Brighton, Mrs S Dent, Mr D Brighton, Mrs S Clanfield & Mr G Bishop

Borough Councillors: Mr C Rose & Mrs V Spikings

Norfolk County Councillors: None

Clerk: Mrs V Howling

1. To receive apologies for absence

1.1 Apologies were received from Parish Councillors Mr W Esse & Mr R Hudson, and County Councillor Mr C Dawson.

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 14th November 2023

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 the following updates:

- Work to transfer the allotment tenancies to Farm Business Tenancies is now complete
- The Clerk will attend training on the new biodiversity requirements for parish councils next month
- An amendment to legislation has made it possible for parish councils to give grants to support repairs and maintenance of church buildings

4.2 All other matters are covered by the agenda.

5. To receive updates from Borough and County Councillors

5.1 Cllr Spikings highlighted the consultation on proposed locations for gypsy and traveller sites in the Borough which will take place between 26 January – 8th March.

5.2 Cllr Rose confirmed that the next Police Priority Setting meeting will take place on Tuesday 30th January, 7pm at Downham Market Town Hall.

6. Open Forum for public participation

6.1 No members of the public were present at the meeting.

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 It was noted that several verges across the parish are in a poor state, exacerbated by recent wet weather, and the bridge closure causing extra traffic on some roads at the end of last year; the Clerk will contact Highways to request these are reviewed and repaired.

7.3 Concerns were discussed regarding the new Trod between Stow Bridge and Wimbotsham, as it appears to already becoming overgrown with Ferns, therefore making it unusable for pedestrians; the Clerk will liaise with Wimbotsham Parish Council, to discuss if any action can be taken and if so, who is responsible for this.

8. To discuss any Street Light Matters

- 8.1 One light on The Drove may need to be replaced at a cost of £395. The merits, and associated costs, of environmentally friendly street lighting was discussed.
- 8.3 An energy price review is underway and an update will be provided at the next meeting.

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 2024 agenda).
- 9.2 There were no new planning applications for review.
- 9.3 A letter regarding concerns over dog breeding premises was noted; however, the concerns referred could not be considered material planning matters, and would therefore be unlikely to be taken into account when planning applications are determined.

10. To discuss and agree Finance Matters

10.1a The following payments were approved:

<i>Date</i>	<i>Payee</i>	<i>Details</i>	<i>Amount</i>	<i>Cheque no.</i>
31/12/23	Mrs V Howling	Salary & expenses (Oct – Dec)	1326.18	#101225
31/12/23	HMRC	Tax on salary	318.20	#101226

- 10.1b No further details or breakdown of costs had been received from Norfolk County Council in relation to the Footway Extension invoice, so the matter was deferred until the next full council meeting.
- 10.2 The Council **RESOLVED** to appoint Mapus Smith & Lemmon as Internal Auditor for 2023-24
- 10.3 The Council **RESOLVED** to set the proposed 2024-25 expenditure budget at £23,550 (circulated with the January 2024 agenda), with the Precept set at £16,000.
- 10.4 The Council **RESOLVED** not to make a donation to WNDiS at the present time.

16. To receive items for the next agenda

16.1 None

The Chairman closed the meeting at 8.10pm. The next is scheduled to take place on Tuesday 12 March Stow Bridge Village Hall, commencing after the conclusion of the Annual Parish Meeting.

Chairman

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

Appendix i

AREA	ISSUE	LATEST UPDATE/STATUS
Stow Bardolph	White lines faded on Give Way Triangle	Previously reported – no updates
	White lines on junction with A10 faded (both sides of road)	Previously reported – no updates
	White lines at junction of Stow Bridge Road and The Causeway	Previously reported – no updates
Stow Bridge	2 pot holes outside Landymores	Previously reported – no updates
	The Causeway from junction with Stow Bridge Road to junction with Holme Road – road surface in generally poor state, white lines and SLOW signs also need repainting	Previously reported – no updates
	Junction of Runcton Road and The Causeway is extremely smooth and dangerous in wet weather	Previously reported – no updates
	Conifers overgrown on The Causeway (Woodbine Cottage)	Previously reported – no updates
	Overgrown hedges outside Woodlakes Park on Holme Road (towards Runcton Holme)	Previously reported – no updates
	White lines at junction of West Head Road and Low Road faded	Previously reported – no updates
	White lines at junction of West Head Road and Wards Chase faded	Previously reported – no updates
Barroway Drove	Positioning of fence outside The Old School	Previously reported – no updates
	Trees in garden of 118/120 The Drove subject to Preservation Order are overhanging road and footway	Previously reported – no updates
	Pothole outside 194	Previously reported – no updates
	Pothole outside Taylors Row 281 The Drove	Previously reported – no updates
OTHER	Potholes on Outwell Road	Previously reported – no updates
	Various potholes on Lady Drove beyond 40mph zone (and outside our parish)	All have been previously reported, and/or marked with white lines