

**Minutes of a Meeting of the Stow Bardolph Parish Council
Held at Barroway Drove Village Hall on Tuesday 20th July 2021**

The meeting commenced at 7.30pm

In attendance:

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

Borough Councillors: Mrs V Spikings

Norfolk County Councillors: Mr C Dawson

Clerk: Mrs V Howling

1. To Receive apologies for absence

1.1 Apologies were accepted from Parish Cllr Mrs S Cooke & Borough Councillor Mr C Rose.

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 4th May 2021

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 A suitable site for an additional Dog Waste bin has been identified on Cuckoo Road and the application for the licence is being processed.

4.2 Further policies for review have been deferred to next meeting.

4.3 No dates confirmed for Neighbourhood Plan training at present.

4.4 All other matters that the Clerk has been working on are reported in the minutes.

5. To receive updates from Borough and County Councillors

5.1 A report from Cllr Rose was circulated ahead of the meeting (available from the Clerk on request).

5.2 Cllr Dawson highlighted the current consultation on the proposed incinerator at a site in Wisbech, stating his main concern is the impact that the increase in traffic will have on the surrounding area.

5.3 Cllr Spikings urged Members to consider signing the petition for funding to replace the QE Hospital in King's Lynn.

6. Open Forum for public participation

6.1 No members of the public were in attendance.

7. To discuss any Highway Matters

7.1a No items were reported at the last meeting; however, potholes on the Drove (outside no's 20 & 263) and on The Causeway (near railway crossing) have been reported since the last meeting and have the status 'scheduled for repair'.

7.1b Several households have been contacted by NCC Highways, requesting hedges be cut back and obstacles removed from roadside verges.

7.2 A 30mph sign on West Head Road has been hit and needs repositioning; no other new issues have been identified but there are several outstanding issues that are waiting to be repaired including: dropped drains in Low Road and general road surface deterioration in various locations throughout the parish. The Clerk will report all of the above to the NCC Highways.

- 7.3a No updates on CIL funding bid to extend the footpath in Barroway Drove have been received to date. Parish Partnership Funding could be considered as an alternative but will not provide the level of funding required, so other options will need to be explored if the CIL bid is unsuccessful.
- 7.3b Consultation regarding extending the footpath has been conducted (information delivered to all homes in Barroway Drove via the village newsletter) and three responses have been received: one in agreement with the proposal, one requesting a footpath from Nordelph to centre of Barroway Drove and one preferring a footpath in Lady Drove. All three responses sited speeding cars as an issue and the need for a reduction in the speed limit.
- 7.4a One accident and two near misses between cyclists and vehicles at the junction of The Causeway and Stow Bridge Road have been reported; the Clerk will ask NCC Highways if a 'Bend in Road' sign could be erected and to request that the white lines on the junction be repainted.
- 7.4b Cllr Ling asked if parish councils were going to be expected to take over responsibility for cutting roadside verges in the future. Cllr Dawson confirmed that this is already happening in some areas and that those parish councils are provided with funding to facilitate this.
- 7.4c Correspondence regarding this year's Parish Partnership Funding Scheme has been received; this will added to the next meeting agenda, as any application will depend on the outcome of the CIL funding bid.

8. To discuss any Street Light Matters

- 8.1 One light on the bridge at Stow Bridge has a fault (staying on during the day); this will be reported to Westcotec.

9. To discuss Planning Matters

- 9.1a The Council noted the results of previous applications.
- 9.1b Six planning applications had been reviewed by the Planning Working Group since the last meeting (see Planning Group Report attached to agenda July 2021); the Parish Council **RESOLVED** to support their recommendations.
- 9.2 One planning application was reviewed:

Application no.	Application details	Parish Council comments
21/00811/F	<i>Proposed 2 storey 4 bed dwelling house with detached cart lodge including hard and soft landscaping Land SE of 233 And NW 224 The Drove Barroway Drove</i>	<i>The Council RESOLVED to support this application</i>

- 9.3 No other Planning matters were discussed.

10. To discuss and agree Finance Matters

- 10.1 The following payments were approved:

Date	Payee	Details	Amount	Cheque no.
17/06/21	Information Commissioner	Data Protection Registration	35.00	DD
30/06/21	Mrs V Howling	Salary & expenses (April – June)	1068.79	#101132
30/06/21	HMRC	Tax & NI on salary	195.40	#101133
20/07/21	Westcotec	Streetlight maintenance June & July	55.58	#101134

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<i>Date</i>	<i>Payee</i>	<i>Details</i>	<i>Amount</i>	<i>Cheque no.</i>
20/07/21	Mapus Smith & Lemmon	Internal audit	474.00	#101135

- 10.2 There were no formal requests for donations; any enquires will be directed to the council's website for details of how to apply.
- 10.3 It was agreed that no changes will be made to the banking arrangements at the present time; however, the Clerk will continue to investigate alternatives and report back later in the year, as some form of online banking (i.e. having the ability to review banking transactions in real time) would be particularly useful when completing the end of year finance tasks.
- 11. To conduct an Allotment Rent Review**
- 11.1 The Council **RESOLVED** to increase the Allotment Rent to £100 per acre, with an additional £20 per acre for those Allotments that incur drainage rates. This increase will take effect from September 2022; the Allotment Holders will be formally notified of this increase in September 2021, thus giving them 12 months notice. Cllr Esse abstained from the vote.
- 12. To discuss the Council's social media presence and agree any actions**
- 12.1 It was agreed that a social media presence would be a useful way to connect with the local community and a Facebook Page should be created for the Council; however, the format of this should take into account the risk of inappropriate use and comments may be restricted or prohibited. The Clerk will take responsibility for the set up and monitoring of the page.
- 13. To discuss concerns regarding possible flooding in Stow Bridge and agree any actions**
- 13.1 Cllr Hudson presented a photograph of a suspected leak on The Causeway; this had been reported to Anglian Water earlier in the year, who had investigated and stated that there was no leak and that this was surface water; however, the photograph presented was taken on 22 July, after a particularly dry spell, therefore making it seem extremely unlikely that this is surface water. Residents on The Causeway are extremely concerned about the possibility of a further burst main (as happened in 2016) and want this investigated further as a matter of urgency. It was agreed that the Clerk will contact Anglian Water and ask for action to be taken immediately to resolve this matter. Cllr Dawson offered his support in the matter, including making contact with the appropriate department at Anglian Water.
- 14. To discuss correspondence received and agree any actions**
- 14.1 Correspondence from Cllr Jo Rust asked the Council to support the current campaign to provide funding for a new hospital in King's Lynn; the Council agreed they give their full support to this movement and asked the Clerk to put this in writing to the appropriate parties.
- 14.2 Correspondence from Norfolk ALC asked the Council to consider signing The Armed Forces Covenant Pledge. After discussion it was agreed that Stow Bardolph Parish Council are already supportive of the Armed Forces community and did not see any need to sign a pledge to confirm this.
- 15. To discuss and agree the replacement of the bench in Stow Bridge (Bardolph Place)**
- 15.1 After discussion, it was agreed not to replace the bench at the present time; however, the Clerk will investigate further options and costs for a replacement.

16. To receive items for the next meeting's Agenda

16.1 The following items will be included on the next agenda

- Policies for review (deferred from this meeting)
- Parish Partnership Funding
- To receive an update on the flooding concerns in Stow Bridge

The Chairman closed the meeting at 9.10pm. The next meeting of the Council is scheduled for 14th September – venue to be confirmed.

Chairman

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