

STOW BARDOLPH PARISH COUNCIL

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Mrs. V Howling
Clerk

Mr. D Barnes
Chairman

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9th May 2023

The **Annual Meeting** of the Stow Bardolph Parish Council will be held on **Tuesday 16th May 2023** at **Barroway Drove Village Hall**, commencing at 7.30pm.

All Councillors are summoned to attend.

Related papers are emailed to all Council Members ahead of the meeting and are available to anyone else on request.

Vicki Howling

Mrs V Howling
Clerk

The Agenda is attached

ANNUAL MEETING OF STOW BARDOLPH PARISH COUNCIL

Tuesday 16th May 2023 at 7:30pm

(Venue: Barroway Drove Village Hall)

Stow Bardolph Parish Council welcomes the public and press to its meetings. The public and press are able to address the Council during the Public Participation Session. However, the law does not permit members of the public and press to take part in the debates.

Agenda

1. To elect a Chairman and Vice Chairman (and sign Declarations of Acceptance of Office)
2. To accept apologies for absence
3. To receive any Declarations of Interest in items on the agenda
4. To approve and sign the minutes of the meeting held 14th March 2023
5. To receive Clerk's report – update on matters arising from last meeting (for information only)
6. To receive updates from Borough and County Councillors
7. Open forum for Public Participation: an opportunity to hear from members of the public
8. To discuss any Highway Matters
 - a. To receive responses to previously reported items
 - b. To report any new issues
 - c. To discuss other Highways matters, including correspondence
9. To discuss any Street Light matters
 - a. To report any issues
10. To discuss any Planning Matters
 - a. To receive report from Planning Advisory Group
 - b. To receive new applications and make comment
 - c. To discuss other planning matters, including correspondence
11. To review and agree membership of subcommittees, working groups and outside bodies
 - a. Planning Advisory Group
 - b. Hundred Acre Charity
 - c. Stow Bardolph Charity
12. To review and agree Council Insurance cover for 2023-24
13. To review the Clerk's Job Description and Contract of Employment
14. To review the Council's Standing Orders
15. To review the Council's Grant Making Policy

16. Finances

- a. To receive financial report and bank reconciliation for 2022-23
- b. To approve the Internal Audit Report for 2022-23 and consider any recommendations
- c. To approve Exemption from External Audit 2022-23
- d. To approve the Annual Governance Statement for 2022-23
- e. To approve the Accounting Statements for 2022-23
- f. To review updated Asset Register
- g. To agree the payment of accounts
- h. To discuss and agree requests for donation

17. To consider the Co-option of new Members

18. To discuss correspondence received from

- a. Royal British Legion (regarding cycling event)
- b. Sue McDowell (regarding lifting equipment)

19. To receive items for the next meeting agenda

REPORT FROM PLANNING GROUP (agenda item 10a)

OUTCOME OF PREVIOUS APPLICATIONS

Application Number	Proposal	Decision
22/02191/F	Installation of a pre-built Portacabin for the purposes of using it for office space. The application is for the Temporary Use of the Portacabin for a maximum of four years. Cat's Protection Cuckoo Road Stow Bridge	Application Permitted 15 March 2023 Delegated Decision

APPLICATIONS REVIEWED BY PLANNING GROUP

Application Number	Proposal	Planning Advisory Group Response
23/00477/F	single storey extension on side of existing single storey dwelling 13 The Causeway Stow Bridge	Support

23/00500/F	Change of use of land surrounding dwelling, from agricultural to residential and extensions to existing dwelling at The Barn Church Farm West Head Road Stow Bridge	Support
22/02267/F	Rear dormer over ground floor extension and bi-fold doors to ground floor rear. at Dolver Farmhouse Cuckoo Road Stow Bridge	Support
23/00537/O	Outline Planning with Some Matters Reserved: For residential development of up to five dwellings with matters committed in respect of access only. Land Rear of 220 The Drove Barroway Drove	<p>OBJECT (with the following response)</p> <p>Stow Bardolph Parish Council has reviewed the above planning matter against current policies including Policy CS02 of the Core Strategy and Policy DM3 of the Local Plan, in which Barroway Drove is categorised as a Smaller Village and Hamlet, where development is restricted to that which has been identified as sustainable in rural areas.</p> <p>Policy DM3 states that new development in the designated Smaller Villages and Hamlets will be limited to that identified as suitable in rural areas, including:</p> <ul style="list-style-type: none"> • Small scale employment uses • Community facilities • Smaller scale tourism facilities • Conversions of existing buildings • Affordable housing • Development to meet specific identified local need, including housing to support the operation of rural businesses <p>Whilst the parish council note that the sensitive infilling of small gaps within an otherwise continuously built-up frontage (where the development is appropriate to the scale and character of surrounding buildings) will be permitted in Smaller Villages and Hamlets, they do not feel that this proposal can be considered infill; furthermore, it does not meet any of the other listed criteria that allows for development in a rural area such as Barroway Drove, therefore the Council's decision is that they object to this application.</p>