

Minute Number 2/19

Minutes of the Ordinary Meeting of the Stow Bardolph Parish Council held at Stow Bridge Village Hall on Tuesday 12th March 2019

(meeting commenced at 7.15pm after conclusion of Annual Parish Meeting)

Present: Councillors: Mr W Esse (Chair), Mr D Barnes, Mr M Brighton, Mr G Bishop,
Mrs S Ling, Mr R Hudson, Mrs S Dent & Mrs S Cooke
Borough Councillors: Mrs V Spikings & Mr D Pope
Norfolk County Councillor: None
Clerk: Mrs V Howling

Six members of the public were present.

1. To Receive apologies for absence

1.1 Apologies were received from Mr H Humphrey & Mrs S Clanfield.

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 15th January 2019

3.1 Proposed by Mr D Barnes and seconded by Mr R Hudson, 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 All matters that the Clerk has been working on are reported on the agenda.

4.2 The Clerk will be taking sick leave following surgery from late March to mid-April; whilst she is away, any urgent matters will be forwarded to the Chairman and/or Vice-Chairman.

5. Open Forum for public participation

5.1 One member of the public stated that they are concerned about a proposed dog kennelling business in Barroway Drove.

6. To discuss any Highway Matters

6.1 The Clerk updated the Council with responses to issues reported at the last meeting – a full list of these can be viewed on the Parish Council website <https://stowbardolph.norfolkparishes.gov.uk/files/2019/03/List-of-Reported-Highways-Issues-Mar-2019.pdf> and can also be supplied by the Clerk on request.

6.1a The Council dispute some responses from the Highways Dept regarding the above. The Clerk will contact the Highways Dept to ask for clarification and also to request a meeting with a Highways representative to discuss these matters further.

6.2 The Clerk was asked to report the following issues to the Highways Department:

- Pot holes on Stow Bridge Road
- Broken (dropped) drains on Low Road
- Dip in road opposite 173 The Drove

6.2a After discussions regarding speeding on Low Road, the Council resolved to purchase a post to mount the SAM2 in this location. The Clerk will liaise with Westcotec and the Highways Department to arrange installation.

7. To discuss any Street Light Matters

7.1 No faults were reported.

7.2 Work to change the remaining streetlights to LED bulbs is due to commence shortly.

8. Planning Matters

8.1 The Clerk read out results of planning applications received since last meeting:

18/01955/F	Extension to existing farm shop Farm Shop A G Landymore The Causeway Stow Bridge	Application Permitted 28 January 2019 Delegated Decision
18/02168/RM	Reserved matters application for site for construction of two dwellings Plots South West of Eastfields 173 The Drove Barroway Drove	Application Permitted 6 March 2019 Delegated Decision
18/02263/F	Proposed new dwelling Land N of Barolo Low Road Stow Bridge	Application Withdrawn 13 February 2019
18/02276/F	Variation of condition 7 of planning permission DM6868 to remove the agricultural occupancy Cherry Tree Farm 211 The Drove Barroway Drove	Application Permitted 7 March 2019 Delegated Decision

8.2 Three planning applications had been reviewed by the planning working group since the last meeting (see report attached to agenda 12th March 2019). The Parish Council resolved to support their recommendations.

8.2a Four planning applications were considered:

19/00346/O	OUTLINE PLANNING PERMISSION: Construction of 3 dwellings Land NE of 93 And NW of 90 The Drove Barroway Drove	The Parish Council wish to object to this application due to the safety implications of positioning the driveways for the proposed properties in close proximity with the junction of Lady Drove and Barroway Drove.
19/00382/RM	Reserved Matters Application: Construction of a dwelling for plot 5 at Plot To Be Known As 32 The Drove Barroway Drove	The Parish Council resolved to support this application
19/00399/F	Construction of 1no, 2 storey, detached dwelling (revised design) - partially retrospective Plot 2 Land East of 77 The Drove Barroway Drove	The Parish Council resolved to support this application

19/00409/O	Outline Application: Construction of dwellinghouse, incorporating small pet care facilities. Land At Hybrid Farm 246 The Drove, Barroway Drove	The Parish Council resolved to support this application
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- 8.3 Correspondence regarding planning application 18/01957/F had been received from a resident indicating that further information about the proposed plans was now available and asking the Council to review their original comments. The Clerk confirmed that the Borough Council were still accepting comments on this application but only for a short while longer.
- 8.3a Correspondence regarding consultation on the Draft Local Plan had been received from BCKLWN. The consultation is open until 29th April.
- 8.3 b The Council resolved to look at the above in more detail; both matters will be referred to the Planning Working Group who will review as soon as possible.

9. Finances

9.1 The following payments were approved:

<i>Westcotec</i>	<i>Street Lighting maintenance for February & March</i>	£	112.52	#101052
<i>BCKLWN</i>	<i>Dog Waste Bin Collections 2018/19</i>	£	259.26	#101053
<i>V Howling</i>	<i>Clerk's salary & expenses (Jan – Mar 2019)</i>	£	769.50	#101054
<i>HMRC</i>	<i>Tax & NI on Clerks Salary</i>	£	180.00	#101055
<i>Barroway Drove Village Hall</i>	<i>Hire of Hall for meetings 2018/19</i>	£	60.00	#101056
<i>Stow Bridge Village Hall</i>	<i>Hire of Hall for meetings 2018/19</i>	£	52.50	#101057

- 9.1a The Council resolved to remain members of Norfolk PTS and agreed payment of the membership fee £147 (#101058)
- 9.2 The Council resolved to appoint Mapus Smith & Lemmon accountants as the Internal Auditor for financial year 2018/19.
- 9.3 The Council noted that correspondence regarding an increase in the grass cutting fees for St Peter's Church had been received.

10. To discuss purchase of defibrillator for the Parish

10.1 Barroway Drove & Stow Bridge Village Halls are keen to participate in the purchase of defibrillators for the parish. Information about possible grants from British Heart Foundation will be investigated before any further decisions are taken. Stow Bardolph Cricket Club will also be approached regarding the purchase of a defibrillator for Stow Bardolph.

11. To discuss emptying of waste bins in Stow Bridge

11.1 Stow Bridge Village Hall will take responsibility for the emptying of the bin on The Causeway.

12. To discuss signage in Stow Bridge

12.1 The Highways Dept. had confirmed that whilst they are responsible for maintaining village name signs, it would be the Parish Council's responsibility to purchase new ones. After discussion it was agreed that Councillors' Hudson and Brighton would consider the most appropriate positioning and the Clerk would obtain a quote from the Highways Dept.

13. To discuss correspondence from Wimbotsham PC regarding newsletters

13.1 Wimbotsham Parish Council had been in touch to ask if Stow Bardolph Parish Council would cover the costs of suppling Stow Bardolph residents with their newsletter at £1 copy. The Council resolved to decline this request.

14. To review Clerks Salary

14.1 This item was deferred to the next meeting.

15. To notice correspondence received (for information only)

15.1 The following correspondence was tabled:

- Post Office - New mobile service in Stow Bridge (a mistake on the posters to be queried)
- Clerks and Councils Direct Magazine
- BCKLWN – Invite to St Gorge's Day Dinner
- NCC – update on Norwich Western Link
- NALC – newsletter
- Carers Matter Norfolk – information about service
- CPRE – Information about events
- Images by Hand – information about parish maps

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

- 16.1 Review Clerk's salary
- 16.2 Purchase of Defibrillator(s) for parish
- 16.3 Purchase and positioning of village name signs

Before the Chairman closed the meeting Councillor Spikings said that this would be her last meeting as Borough Councillor and thanked everyone for their support during her time in office.

The Chairman then closed the meeting at 8.50pm. The next meeting will be the Annual Meeting of the Parish Council and will be held on Tuesday 14th May at Barroway Drove Village Hall commencing at 7.30pm.

Chairman

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