

**Minutes of a Meeting of the Stow Bardolph Parish Council
Held at Barroway Drove Village Hall on Tuesday 11th January 2022**

The meeting commenced at 7.30pm

In attendance:

Parish Councillors: Mr D Barnes, Mr R Hudson, Mr M Brighton, Mrs S Cooke, Mrs S Ling, Mr G Bishop & Mrs S Clanfield

Borough Councillors: Mr C Rose

Norfolk County Councillors: Mr C Dawson

Clerk: Mrs V Howling

Due to the ongoing coronavirus pandemic and requirement for masks and social distancing, this meeting will only cover essential business, with any non-urgent matters being deferred until such time as the council can meet safely.

1. To receive apologies for absence

1.1 Apologies were accepted from Parish Councillors Mr W Esse & Mrs S Dent and Borough Councillor Mrs V Spikings

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

2.1 Cllr Hudson and Cllr Barnes declared an interest in agenda item 7.3

3. To approve and sign the minutes of the meeting held 9th November 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 The Clerk's report is attached at appendix i

5. To discuss any Highway Matters

5.1a A letter has been sent to NCC Highways Area Manager (Jason Moore) requesting a meeting to discuss outstanding issues – no response has been received thus far.

5.1c Cllr Dawson is hoping to instigate regular online meetings with the NCC Highways Engineer for the area (Andy Wallace) as a way of preventing reported issues being 'lost in the system'.

5.1c Cllr Dawson has also invited Jason Moore to visit the parish to review urgent outstanding matters, particularly the apparent subsidence on West Head Road; during this meeting, Cllr Dawson will also raise the issue of the leak on The Causeway and the potholes on High Bridge Road.

5.2 All current issues have already been reported and will be followed up with NCC Highways during the meeting with Mr Moore (see above). With immediate effect, the Clerk will provide, via email, monthly updates on all current Highways issues to Council Members.

5.3a The Council agreed to set up a Working Group comprising of Cllr Hudson, Cllr Dent & Cllr Barnes to progress the project to create a Trod between Wimbotsham and Stow Bridge.

5.3b The Council **RESOLVED** to delegate powers to the Clerk to (in conjunction with the Working Group) to liaise with Wimbotsham Council and apply for appropriate funding to further this work.

6. To discuss Planning Matters

6.1a The Council noted the results of previous applications.

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6.1b Five planning applications had been reviewed by the Planning Working Group since the last meeting (see Planning Group Report attached to agenda January 2022); the Council **RESOLVED** to support their recommendations.

6.2 Two planning applications were reviewed by the Council:

Application no.	Application details	Parish Council comments
21/01757/O	Outline application: Proposed Residential Development of Two New Dwellings at 275 The Drove Barroway Drove	The Council RESOLVED to support this application
21/02408/F	Garage and Replacement infill Extension Brieryfield Lady Drove Barroway Drove	The Council RESOLVED to support this application

7. To discuss and agree Finance Matters

7.1 The following payments were approved:

Date	Payee	Details	Amount	Cheque no.
13/12/21	E-on	Electricity (street lighting)	587.41	DD
31/12/21	Mrs V Howling	Salary & expenses (Oct- Dec)	1054.44	#101145
31/12/21	HMRC	Tax & NI on salary (Oct – Dec)	195.40	#101146
11/01/22	Holly Landscapes	Churchyard maintenance	2328.72	#101147
11/01/22	St Peters Church	Churchyard maintenance	59.40	#101148
11/01/22	Stow Bardolph PCC	Churchyard maintenance	2000.00	#101149
11/01/22	Stow Bridge Village Hall	Room Hire	22.00	#101150
11/01/22	Barroway Drove Village Hall	Room Hire	16.00	#101151
11/01/22	Westcotec	Streetlight maintenance (Dec & Jan)	55.58	#101152

7.2a The Council reviewed and approved the proposed budget for 2022/23 (circulated with the agenda).

7.2b The Council **RESOLVED** to set the Precept for 2022/23 at £16,000, which is remains unchanged from last year.

7.3 The Council **RESOLVED** to grant £500 towards the upkeep of each of the defibrillators in the parish (grant payments will be made by cheque to the two village halls who have responsibility for the upkeep of this equipment).

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

8.1 The following item will be included on the next agenda

- Appoint an internal auditor

Chairman

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

The Chairman closed the meeting at 8.20pm.

The next meeting of the Council is scheduled for 8th March and is due to be preceded by the Annual Parish Meeting; however, this will be confirmed nearer the time and in accordance with any current legislation and/or guidance on public meetings. (Venue also to be confirmed)

Clerk's Report to Stow Bardolph Parish Council – January 2022

Matters arising from previous meetings (for information only)

Additional Dog Waste Bin

The licence for this has now been granted – the Clerk will action purchase and installation as soon as possible.

Jubilee celebrations

No firm plans from either of the village halls at present.

Silting up of River Ouse

Cllr Ling has written to various parties to express our concerns regarding this issue. The Environment Agency responded by sending a copy of their Bathymetric Survey Summary, which gave no new information. Brian Long replied to say he will raise our concerns with the Regional Flood and Coastal Committee. He has been told that dredging has damaged the clay bed of the river so that is not an answer. No response has been received from Elizabeth Truss thus far.

Cllr Ling has also been in contact with other parish councils that could be affected by this issue and has/will be attending meetings to gain their support in forming an action group.

Cllr Ling also attended a webinar on flooding but the speakers seemed only concerned with flooding on roads and did not answer her question about silting up of the River Ouse.

Water leak on The Causeway

Anglian Water's Regional Engagement Manager (Grant Tuffs) has responded to our request to investigate this further with the following:

- Our water recycling (sewer) team have been out and checked the area and can confirm its not waste water, our sewer system through here is Vacuum – which means it is sealed so we're confident that no waste water is escaping.
- We are going to revisit the site though - a sample will be taken to see if there is any change and our leakage team will survey this section of trunk main to double check for leaks again. We had previously excavated the section where the water was coming from and found no leak there, and while the excavation was open we carried out further tests with no results.
- Another option could be high groundwater levels – much of the region has suffered from a very high water table this past year, but we're hoping the investigations with NCC Highways will help.

The Clerk continues to liaise with both Anglian Water and NCC Highways to resolve this issue.

Street lighting – not included as an agenda item for discussion as no issues need action.

Problems with identifying lights that had been reported as not working have been remedied – changes to house names had been hindering engineers when looking for reported faults, but an updated list of locations has been sent to Westcotec, which should prevent further issues.

A change in the energy supplier billing procedure means will provide half-yearly billing instead of annually – agenda item 7a includes a direct debit payment for energy usage from April – November.

Pandemic Memorial Tokens

We have been notified that the parish can receive three Tokens, one for each of the villages, and following communication via email, it has been agreed that these will be accepted on behalf of the villages.

Neighbourhood Planning

This item has been deferred again as it is something that requires a significant amount of discussion.