

## BROCKDISH PARISH COUNCIL (INCLUDING THORPE ABBOTTS)

### Minutes of scheduled Parish Council Meeting

Thursday 21st September 2023 7pm

Thorpe Abbots Village Hall

**Present:** Cllrs Christine MacKenzie (Chair), Sarah McCluskey (Vice Chair), Derek Clark, Enrico Castagnetti, Adam Cobbold & Susanne Russell

**Public:** 5

**In Attendance:** District Cllrs Clayton Hudson & Delme Thompson +Teresa Hines (Clerk).

**1. Welcome:**

Cllr MacKenzie (Chair) welcomed all to the meeting.

**2. To consider accepting apologies for absence:**

Apologies received, & accepted, from County Cllr Martin Wilby (report submitted).

**3. To consider declarations of interest:**

Nil

**4. To approve the minutes of the previous meeting:**

Minutes of the previous meeting of 25/07/2023 were ratified as a record of the meeting & a hardcopy was signed by Cllr MacKenzie (Chair).

Proposed: CM (Chair) Seconded: EC

Minutes of the extraordinary meeting re: permission in principle application 2023/2196 of 09/08/23 were ratified as a record of the meeting & a hardcopy was signed by Cllr MacKenzie (Chair).

Proposed: CM (Chair) Seconded EC

**5. Public participation:**

Resident A asked "Out of interest, what prompted the extraordinary meeting held on 09/08/23?"

Cllr MacKenzie (Chair) informed the meeting that the extraordinary meeting was held to discuss planning application 2023/2196. Resident A felt it was a mundane application that was blown out of all proportion. Cllr MacKenzie explained that the return date of PC decision was 14/08/23 & the next scheduled meeting of 21/09/23 was too late, therefore a meeting was called on a suitable date for all. Resident B commented that not all residents are on social media & no note was put through his door. The Agenda was not posted on the noticeboard in time. Could have been at least 3 or 7 days notice. Cllr MacKenzie (Chair) apologised & informed the meeting that all residents, as well as the PC, have a right to comment on planning applications. Resident B requested the following be recorded in the minutes "not accountable with local government standards & the PC needs to review their standards."

**6. To receive County Cllr Martin Wilby's report - see Appendix A.**

This was read to the meeting by Cllr MacKenzie (Chair).

**To receive District Cllr Delme Thompson's report - see Appendix B.**

Report given to the meeting by District Cllr Thompson.

**To receive District Cllr Clayton Hudson's report.**

District Cllr Hudson reported the following:-

County Cllr Martin Wilby hopes to attend the next scheduled PC meeting.

Has submitted comments on planning portal re: 2023/2196, observed NCC

Highways team submitted an objection. Has received correspondence re: 2023/2744 & will comment as a consultee.

SNC are running a scheme for group-buying solar panels & battery storage - details can be found on the SNC website.

Application re: CAF funding for Brockdish Village Hall (acoustic treatment/panels) completed & will be submitted tomorrow.

Old School Playing field requires registration as an asset of Community Value, nomination form to be completed. Once listed SNC notifies the owner & a planning officer determines.

Re: South Norfolk House, Long Stratton, not happy with the intention to sell (currently making huge losses). Moved out November 2022. The building is worth £2.5million. SNC moved to make savings - reduction in running costs.

Member of the public asked when SNC staff would be back working at the office.

District Cllr Thompson reported that in terms of SNC staffing there is a flexible working arrangement & if the community feels they are not getting a good service, then he is happy to pick up comments. District Cllr Hudson supports District Cllr Thompson & informed the meeting that staff are required to work a certain amount of hours per month. A customer service survey was completed which revealed people wish to speak in person rather than contact digitally.

Cllr Hudson is happy to support Thorpe Abbots Village Hall with the Pride in Place application (due in November) for a feasibility study.

Cllr Hudson gave his apologies, unable to attend the October meeting.

Cllr MacKenzie (Chair) thanked District Cllr Thompson & District Cllr Hudson for their reports.

**7. Planning (applications/decisions/updates as notified by SNC):-**

**At Risk Register:-**

**37 The Street, Brockdish**

Chris Bennett, Heritage Officer, SNC reported the property is now being investigated by another department (will be a long process). Clerk contacted Chris Bennett on 19/09 to request an update. Awaiting response.

**Applications:-**

**2023/2744** Conversion of swimming pool to dwelling

Land North West of Thorpe Abbots Place, The Street, Thorpe Abbots.

This application discussed & PC recommended approval.

**2023/2174** Retention of change of use from annexe to holiday let.

Annexe at 32 The Street, Brockdish

PC recommended approval.

8. **Correspondence for discussion/ratification:** (sent to Clerk): all correspondence circulated to Cllrs as & when received, including the following:-  
 To consider a donation request of £250 re: Needham & Brockdish History website. Discussion followed, keypoints are: 1. Content is not changing 2. Who will update the Website? 3. Why not have the content on the WHC website? Or a link? 4. Has it any value? How many visitors (hits) to the site in the last 12 months? provide month by month numbers. Clerk contacted SP re: the points raised. Email received from EM in answer to questions raised, however still outstanding questions following discussion this evening. Clerk to contact SP to invite to the next PC meeting 26/10/23. Email received from County Broadband (forwarded to PC by District Cllr Hudson) to open communication with the PC to discuss their service. Clerk reported County Broadband previously attended a meeting & had canvassed in Brockdish & Thorpe Abbots, however no further correspondence with residents. It has been noted that serious concerns raised with County Broadband (failure to connect, intimidating letters resulting in the Ombudsman being called in, various problems in South Norfolk & further afield).  
 Cllr Clark was forwarded an email (Wild Justice) to inform of DEFRA consultation re: hedgerows. Consultation closure 20/09/23. PC was not notified of this consultation & Cllr Clark felt they should have been.

9. **AOB/Updates/Matters Arising:-**

\*Flooding - Cllr MacKenzie (Chair) reported the RDN sensors will be installed very soon to monitor water flow & level, rise & fall. Once installation completed a website will be available to inform of water flow & level.

(There is a slim chance of vandalism to the equipment so the PC will need to insure equipment when in situ).

\*Speeding through Brockdish village is an ongoing issue.

We use SAM2 & it is moved on a regular basis, shared with Needham, Cllr Cobbold provides data. Cllr Castagnetti reported the Safety Camera Team have been present in Brockdish opposite the Village Hall on a regular basis & results report provided for the Mardler. Cllr Castagnetti to ask when speed enforcement team plan to locate opposite the King's Head Cllr Cobbold produced SAM2 data which will be included in the next edition of the Mardler (December 2023). Data reading is given after each location. GL provides dates after moving SAM2. Cllr Cobbold would like GL to move SAM2 every 20 days.

A group/committee has been formed re: speeding (AC, EC, DC, TB, MT) who agreed that two flashing semi permanent speed signs\* would be the best deterrent. Cllr Cobbold has researched flashing speed signs & obtained costs. These will be easy to move around.

\*Application for 50/50 funding under the NCC Parish Partnership scheme details now received. Cllr Cobbold would like to make the application/complete relevant application form. (PC purchased the current SAM2 using this funding in 2017).

\*Defibrillator, Thorpe Abbots. Cllr MacKenzie (Chair) contacted the Defib organisation. The Thorpe Abbots defibrillator is registered but is not updated on a regular basis. Cllr MacKenzie (Chair) is the guardian of the Brockdish defibrillator, Cllr McCluskey to take on the role of guardian of the Thorpe Abbots defibrillator & defibrillator will be registered in her name. Cllr MacKenzie (Chair) to find out when training is available & will liaise with Cllr McCluskey (Vice Chair).

\*The Commons/WVfN. Cllr Clark reported as follows:-

Work continues on the Commons. The AGM will be held on Tuesday 10th October 7pm at WHC, Brockdish followed by a talk from Helen Baczkowska of NWT on Commons in Norfolk (past & present). The PC is a strong supporter of WVfN & Cllrs are welcome to attend the AGM. Plans are underway to make Brockdish a 'wildlife friendly village', possibly Thorpe Abbots too & Cllr Clark has met with CH re: Thorpe Abbots Village Hall grounds. Cllr Russell asked if young people could get involved, perhaps on a weekend monthly? Cllr Clark to raise with members WVfN.

Old school playing field to be nominated as an asset of community value.

Cllr MacKenzie (Chair) thanked Cllr Clark for his report on behalf of WVfN.

\*Brockdish Village new sign. Cllr MacKenzie (Chair) to arrange a meeting to discuss new sign ideas submitted. New sign would be expensive so fundraising required. It was suggested that the current sign be refurbished i.e. painted until money for new sign is raised. Could the sign be moved to a more prominent position?

\*Thorpe Abbots Green/Pump area. Cllr McCluskey reported the pump shelter is in requires a clean & paint (clear preservative). Clerk requested GL to undertake on 01/07/23. Not completed as yet, Clerk to contact GL to find out when he plans to complete work.

\*Footpath (9) behind 100th Bomb Group Memorial Museum, obstructed by wheat therefore not accessible. Clerk reported again to NCC who informed they had written to the landowner. Update received from NCC today stating 'action identified to resolve the issue'.

\*Work completed on the cleaning/refurbishment of Brockdish War Memorial. Cllr Castagnetti passed on thanks from Church Warden JC. 3 additional names to be added/inscribed. The War Memorial Trust does not recommended items to be fixed to war memorials i.e. plaques & if separate/not fixed would affect the setting (SNC Planning confirmed this). Requires listed building consent as grade II listed. Clerk to contact the Heritage Officer at SNC to seek advice as to where the names could be added on the Memorial plinth. Inscriptions must be the same style (like for like) as those already on the memorial & carried out by qualified stone masons (i.e. Birtton & Woods).

\*Overgrown trees Scole Road, Brockdish previously reported to NCC, update received to say 'written to the landowner'.

- \*Cllr Castagnetti reported overgrown trees/hedge on Church Road, Brockdish. Clerk notified NCC again. Update received to say 'written to the landowner'.
- \*Cllr Castagnetti reported a caravan is still sited at upper Tumbrill Lane (since October). All relevant authorities are aware. Clerk informed NCC/SNC again.
- \*Overgrown/dead trees on Mill Road, Thorpe Abbots reported to NCC. Update received to say 'no action has been taken at this time but we will continue to monitor the problem. We have assessed & the defect does not currently meet our intervention criteria.. We will continue to monitor as part of our normal scheduled inspections'.
- \*Cllr MacKenzie (Chair) reported inconsiderate parking, The Street, Brockdish (reported by a resident). Often the resident can not access their property. Cllr MacKenzie (Chair) to speak with the inconsiderate parking vehicle owners.
- \* Village website. Annette Sweeney continues to update the website. Clerk has forwarded Annette dates of 2023 scheduled meetings & minutes of previous monthly meetings forwarded to Annette for inclusion on the website. This website does not satisfy the Transparency Code (looked at by IT Officer ar NALC). It will also need to satisfy the accessibility requirements that local PC's must comply with. Clerk to contact NALC re: managed website + content (£210 annual payment). Would have a link to the Village website. Cllrs approved.
- \*Clerk requested training (becoming a more effective Clerk). This was approved by Cllrs (cost £90). Clerk will also access some free training.
- \*Induction training booked for Cllr. Russell on 06/10/23 & 13/10/23.
- \* PC has vacancy for one Councillor (notification placed in the Mardler). Clerk contacted election services & we are able to co-opt.

**10. Payments/Transactions for approval/authorisation: AUGUST SEPTEMBER 2023**  
COMMUNITY ACCOUNT (current)

Amount expenditure	payee	description
£13980.00	RDN	Monitors
£171.53	NPower	Re: streetlights
£37.50	Pearce & Kemp Ltd	Streetlight maintenance
£127.29	G. Leech	Grass cutting, etc
£169.35	NPower	Re: Streetlights
£37.50	Pearce & Kemp Ltd	Streetlight maintenance
£127.29	G. Leech	Grass cutting etc.
£701.40	SNC	Emptying Dog Bins (annual payment)
£89.96	121 Computers (TH)	Printer cartridges
£3.98	Home Bargains (TH)	Stationery (minute book, poly pockets)
£1200.00	Bierton & Woods	Renovation/Cleaning of War Memorial
£400.00	Thorpe Abbots Church	Annual Donation
£400.00	Brockdish Church	Annual Donation
£600.00	Thorpe Abbots Village Hall	Annual Donation
£200.00	Brockdish Village Hall	Annual Donation
£200.00	WHC	Annual Donation
£550.00	The Mardler	Annual Donation
£18995.80	TOTAL EXPENDITURE	
<b>£2863.72</b>	Balance to date c/f	*Inc £872.53 donation re: Brockdish sign + £280.83 CIL for sign £122.67 re: defibrillator (£8070.57)*

- 11. Date of next scheduled meeting:**  
To be held on **Thursday 30th November 2023** 7pm at WHC, Brockdish.  
The meeting closed at 21.05 hours.

SIGNED.....DATE.....  
Cllr C. MacKenzie (Chairman)

DRAFT