

BROME and OAKLEY PARISH COUNCIL

Minutes of meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 6 July 2020** by video-conferencing

PRESENT: Councillors Ursula Halton (Chairman), John Parry (Vice Chairman), Roger Broughton, Isobel Demangeat, Kelly Keeley, Tom Pace, Mark Prior. Also in attendance the Clerk and for part of the meeting County Councillor Jessica Fleming.

1. Apologies for absence

Apologies were received from Cllr Doe and accepted by the Council.

2. Video Meetings

The Council's video meeting protocol was read and noted.

3. Declarations of pecuniary and other interests from members on any item to be discussed and requests for dispensations.

Cllr Keeley declared a pecuniary interest in agenda item 6 planning application DC/20/01952.

Cllr Prior declared a pecuniary interest in agenda item 8b land allocations for the Diss and District Neighbourhood Plan.

Councillors were reminded of the requirement to individually update their Register of Interests as appropriate.

4. The minutes of the meeting held on 8 June 2020 were noted and would be approved at the next appropriate meeting.

5. Public Forum

a. County Councillor Fleming joined the meeting and provided commentary to the written report she had submitted to the Council. The Council asked Cllr Fleming about the provision of replacement road signs where damage had occurred and it was confirmed that the county council should replace mandatory signs such as the start of speed restrictions. Further to correspondence from a member of the public, Cllr Fleming would again chase Highways for a meaningful response to the Parish Council's request from 2018 for traffic calming and speed enforcement measures for the B1118 Low Road. Cycle paths and the safety of cyclists was also discussed.

b. No comments had been submitted from members of the public for items on the agenda.

6. Planning

a. The following planning applications were considered:

Ref	Location	Application
D/20/01995	Church Farm, Rectory Road, Brome	Conversion of adjoining barn wing to form additional accommodation (retrospective application). Demolition of open sided link and erection of new link. Erection of detached cart lodge with associated parking and turning area and new vehicular access

19.48 Cllr Keeley left the meeting. It was agreed to recommend approval of this application. 19.51 Cllr Keeley returned to the meeting.

b There were no planning determinations to note.

c. There were no other planning matters.

7. Allotments

Signed Chairman Clerk

Date

BROME and OAKLEY PARISH COUNCIL

Minutes of meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 6 July 2020** by video-conferencing

- a. Compliance to tenancy agreements – it was noted that not all of the current tenants were using the land as per the terms of the agreements. Copies of the agreements and a reminder to cultivate the land as intended would be sent with the annual renewals.
- b. Allotment fees for forthcoming allotment year – it was agreed there would be no increase on the current rental charges and invoices for the 2020/21 allotment year would be sent in due course.
- c. Uses for redundant allotment land - this would be discussed again at a future date depending on the number of cultivated plots.

8. Diss and District Neighbourhood Plan

- a. The revised Terms of Reference were considered by the Council and it was agreed the following comments would be submitted to the Steering Group
 - i. The TOR detailed meetings would take place once every calendar month but it was understood meetings were now taking place every other week.
 - ii. It was hoped that 4.4. would be adhered to and adequate notice of meetings would be given to all members.
 - iii. 8.1 Code of Conduct. It was questioned that all members, including those that were not parish councillors should complete a register of interests and therefore be enabled to abide by the code of conduct. At 8.2 the procedure for dealing with interests, as per the code of conduct should be adhered to and if necessary the member should remove themselves from the meeting and vote.
 - iv.. Brome and Oakley had committed to the DDNP on the understanding there would be no financial commitment. A second item should be added at 11.1 to stating that Parish Council members cannot commit to any financial matters without consultation and approval from their member council
- b. Site allocations for housing including those that could provide an affordable/social housing element.

20.13 Cllr Prior left the meeting.

A discussion took place on whether to bring forward a site in Upper Oakley for housing development. It was agreed (three votes in favour, two against, one abstention) to recommend the site to the DDNP for inclusion in the Neighbourhood Plan subject to conditions being imposed on the number of dwellings to be constructed on the land.

20.23 Cllr Prior returned to the meeting.

Another expression of interest had been submitted directly to the DDNP. It was agreed to ask the correspondent, who was personally known to one Councillor, if the Parish Council could liaise directly and if so, Cllrs Prior and Broughton would do this on behalf of the Parish Council.

c. Local Green Spaces – as per the consultant’s recommendation it was agreed to shorten the list of LGSs for inclusion by; removing BRO3 and BR018 which the Council agreed did not meet the LGS criteria along with removing the six sites in the original report which were listed as not meeting the criteria. It was noted that the DDNP had already been informed to remove the Dragon Pocket Park as this was located in Scole and not Oakley.

d. Inclusion of provision for cycle paths within the plan - it was agreed to put forward the introduction of a cycle path from the new roundabout (northern one) on the A140 to the junction with western end of Rectory Road Brome where it meets the B1077.

e. Further information on programme for public consultation (due to commence on 20 July) and publication of relevant on-line material and local publicity was needed from the Steering Group and the

Signed Chairman Clerk

Date

BROME and OAKLEY PARISH COUNCIL

Minutes of meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 6 July 2020** by video-conferencing

Clerk would request this information. It was agreed to also ask for template materials and guidance on consultation with landowners whether they be owners of LGS sites or land for housing development.

9. Finance and Governance

a. The current financial statement (including bank balances and payments received) was noted as £11,424 in the current account and £3,951 in the business saver account.

b. The CIL statement was reported as a receipt of £3055 but this amount was yet to be received in the Parish Council bank account. The Council would need to consider infrastructure items this fund could be used for.

c. A quotation for a replacement 'Oakley' sign was considered and it was agreed to proceed with this as well as a replacement for the other side of the sign which would read 'Brome' and the necessary posts and fittings.

10. Correspondence

The following item of correspondence was noted:

20.06.2020	National Association of Local Councils	Consultation on a new model member code of conduct
There were no comments to submit.		
30.06.2020	Parishioner	Speed limit and heavy traffic on B1118 Oakley
Cllr Fleming had committed, earlier in the meeting, to follow up this matter. It was agreed the Clerk would provide the parishioner with details of the Community Speed Watch scheme the Parish Council were looking to introduce.		

11. Urgent Matters and matters for report – none.

12. Date of next meeting

Date of next meeting: Monday 14 September 2020 unless there was a need to meet for urgent business before that date. Agenda items for this meeting would include; bus stops and safety at Eye Road junction, Community Speed Watch, Local Housing Needs Survey, update on installation of street lighting, provision of dog waste bins and defibrillators.

21.30 Meeting Closed

Signed Chairman Clerk

Date