

**Minutes of the Ordinary Meeting of the Stow Bardolph Parish Council
Held at Barroway Drove Village Hall on Tuesday 4th October 2022**

The meeting commenced at 7.30pm

In attendance:

Parish Councillors: Mr D Barnes (Chair), Mr W Esse, Mrs S Cooke, Mrs S Ling, Mr R Hudson, Mrs S Dent, Mrs S Clanfield, Mr M Brighton & Mr G Bishop

Borough Councillors: Mrs V Spikings

Norfolk County Councillors: None

Clerk: Mrs V Howling

Two members of the public were present.

Before the meeting began, the Chairman asked those present to pause, and to join him in standing for a one-minute silence to remember Her Majesty, Queen Elizabeth II.

1. To receive apologies for absence

1.1 Apologies were accepted from Borough Councillor Mr C Rose.

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 12th July 2022

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 All matters that the Clerk has been working on are covered by the agenda.

5. To receive updates from Borough and County Councillors

5.1 Cllr Spikings confirmed that the Borough Council will make comment on the Medworth Incinerator proposal in due course; she also noted that the Borough Council will be setting their budget for the next financial year shortly.

6. Open Forum for public participation

6.1 Two members of the public were in attendance, and raised their concerns regarding the water leak on The Causeway in Stow Bridge; they are particularly concerned that there could be a repeat of the flooding that happened in 2016, when a water main burst. They also mentioned that there now appears to be algae on the pavement, making it slippery and therefore potentially dangerous to pedestrians.

7. To discuss any Highway Matters

7.1 A report on all previously reported issues had been circulated to Members ahead of the meeting (and is attached at appendix ii).

7.1a The comments made at agenda item 6.1 were noted. The Clerk will contact all relevant parties and ensure the office of Liz Truss is copied in to all correspondence.

7.1b Work on the new footway in Barroway Drove is estimated to start in February 2023; however, it appears that a separate scheme to repair the existing footway will begin in December 2022. Council Members are concerned that having two separate pieces of very similar work is not an efficient use of resources; it is also likely to cause two lengthy road

closures close together, therefore the Clerk will query this with Highways Dept. and copy in Cllr Dawson.

- 7.2 Subsidence at various points along The Drove have become significantly worse in recent weeks, the Clerk will report this to the Highways Dept.
- 7.3 Wimbotsham Parish Council's application for CIL Funding for the Trod between Wimbotsham and Stow Bridge has been successful; a discussion regarding match funding for this project will take place at agenda item 10.2.
- 7.4 The Council do not have any current projects that meet the criteria for Parish Partnership Funding, therefore no application will be made this year.

8. To discuss any Street Light Matters

- 8.1 No faults were reported.

9. To discuss Planning Matters

- 9.1 The Council noted the results of previous applications and the responses from the Planning Advisory Group to applications received for consultation since the last meeting (see report attached to October 2022 agenda).
- 9.2 One planning application was considered by the council:

Application no.	Application details	Parish Council comments
22/01270/F	Works to take place relating to 3 barns, central barn to be demolished and remaining 2 barns to be converted into 3 dwellings The Old Barns Stow Road Outwell	As this application relates to a property in Outwell Parish, the Council asked the Clerk to contact Outwell Parish Council, to see if they had been consulted. The Planning Advisory Group will then review it again and ensure a response is given before the deadline.

- 9.3 No other planning matters were discussed.

10. To discuss and agree Finance Matters

- 10.1 The following payments were approved:

Date	Payee	Details	Amount	Cheque no.
04/10/22	Westcotec	Streetlight maintenance Aug & Sept	55.58	#101174
04/10/22	Stow Estate Trust	Allotment rent	3118.00	#101175
04/10/22	Mrs V Howling	Salary & Expenses	1075.47	#101176
04/10/22	HMRC	Tax on salary	245.20	#101177

- 10.2. Council Members reviewed the CIL funding report (circulated with the agenda) and **RESOLVED** to pay £2000.00 towards the Trod between Stow Bridge and Wimbotsham.
- 10.3 There were no request for donations.

11. To consider the merits of creating an Emergency Plan for the parish and agree any actions

- 11.1 Council Members considered the pros and cons of creating an Emergency Plan for the parish and decided not to take any action at the present time. It was felt that the Borough Council's own Emergency Plan would give support and guidance in the case of an emergency. However, this is something that will be kept under review.

12. To receive items for the next agenda

- 12.1 The following item will be added to the next agenda: an update of the leak on The Causeway.

The Chairman closed the meeting at 8.23pm. The next meeting is due to take place on 8th November at Stow Bridge Village Hall, commencing at 7.45pm

Chairman

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

SBPC Minute no 5/22 Appendix i

BARROWWAY DROVE	
New footway from Old School to Village Hall	Still waiting on results of investigation into boundaries before work can start. This should also sort the issue of overhanging trees in this area – currently with designer – work estimated to start Feb 2023
Deterioration in road surface outside The Old School, The Drove	Patching completed 26/8/22
Fence to close to road outside The Old School, Barrowway Drove	Not been able to speak to residents yet – the boundary on this side of the road will also be clarified by the investigations currently being carried out (no updates)
Bridge over drain on Lady Drove making worrying noises when large vehicles drive over	Confirmed as Highways issue – repair programmed
Subsidence in road outside 17 The Drove (NEW)	Reported via online system
STOW BRIDGE	
Subsidence in road near Eel Pie House, West Head Road	Aware – work programmed – no dates confirmed Patched: w/c 12/9/22
Dropped drains on Low Road	Agreed needs attention – work to be programmed in
Dip in road surface on Low Road (near junction with Vine Hill)	Agreed needs attention – work to be programmed in (patched w/c 12/9/22)
Lack of surface on The Causeway at the junction with Runcton Road (white lines also faded)	White lines will be replaced in near future – no plans to resurface the corner at present
Conifers on The Causeway (woodbine Cottage)	This is being monitored

Minute Number 5/22

Pot holes on Outwell Road in need of further repair	Reported via online system – repaired 5/9/22
STOW BARDOLPH	
General poor state of road surface on Stow Bridge Road	Nothing programmed in at the moment but you will consider this road for recycling next year.
Pot holes/cracking on 'give way' triangle	Reported via online system – response from Highways “We have inspected and are going to resolve the problem”

Lady Drove (Downham West Parish) patched w/c 26/9/22