

BROME and OAKLEY PARISH COUNCIL

Minutes of Meeting of Brome and Oakley Parish Council held at 7.30 pm on **Monday 10 October 2022** at Brome and Oakley Village Hall.

PRESENT: Councillors Roger Broughton, Kelly Keeley, Tom Pace, John Parry and Mark Prior. Also in attendance the Clerk, County Councillor Jessica Fleming and District Councillor David Burn.

1. Apologies for absence – Apologies were received from Cllrs Halton and Demanget and accepted by the Council. Apologies were noted from Cllr Doe after the meeting had taken place.

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

All councillors in attendance declared a non-pecuniary interest in matters relating to the Village Hall

3. Public Forum

County Councillor Jessica Fleming – had provided a report ahead of the meeting and took questions on 'warmer home' initiatives.

District Councillor David Burn – had provided a report ahead of the meeting. He then provided additional information on CIL funding bids.

Agenda item 9 was considered at this point in the meeting.

9. Highways

a. To consider the Suffolk Highways traffic calming schemes for Low Road Oakley and project funding. Two schemes had been suggested following a site visit:

i. creation of 40 mph buffer zone with improved signage and additional road markings

ii. to make 30 mph more visible through signage and 'repeaters'.

The Chairman asked councillors if they were minded to proceed with both suggestions or if there was one that they considered would be a preferable option. Cllr Fleming confirmed that she would be able to offer funding and that the Council should also apply for District CIL towards the project. Both District and County Councillor thought that the project would be acceptable for the District CIL funding. The total was approximately £23k for both projects. If an application was submitted it was envisaged it would take two months. If the Parish Council were to proceed with the schemes, Suffolk Highways would need to understand that any instruction was conditional on District CIL funding and if the funding was not forthcoming the work would not be able to proceed. Cllr Burn would advise the Clerk who to contact in MSDC Infrastructure Team to further discuss the CIL bid and Cllr Fleming was very confident that MSDC would be able to fund this scheme with some support from her County Council Highways budget. If quotes could not be guaranteed until CIL funding was achieved, the Parish Council would have to consider the matter again. The Parish Council were in agreement that if funding could be secured, they would proceed with both schemes outlined above, however, if this was not possible consideration would need to be given to which scheme was most best value for and likely to be most effective.

b. The completion of the Suffolk Recommended Lorry Route Map review was noted.

4. Minutes of the last meetings

a. The minutes of the meeting of 11 July 2022 were approved.

b. There were no matters arising from the minutes of the meeting of 11 July 2022

5. Planning

a. To consider the following planning applications:

Ref	Location	Application
DC/22/04504	1 The Street, Brome	Erection of single storey rear extension including alterations to outbuilding to convert to additional living accommodation. Removal of existing dining room window and open up to floor level to allow access into the extension

It was agreed to recommend support of the application

Signed Chairperson Clerk

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DC/22/04505	1 The Street, Brome	Listed Building Consent - Erection of single storey rear extension including alterations to outbuilding to convert to additional living accommodation. Removal of existing dining room window and open up to floor level to allow access into the extension
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It was agreed to recommend support of the application

b. Correspondence relating to possible change of use at Swanwick House (former Brome Swan Public House) was noted.

c. Planning application recommendations made under delegated authority during the periods when the Council was unable to meet were noted:

Ref	Location	Application
DC/22/04350	Marsh View, 48A Low Street, Oakley	Conversion of garage to form residential ancillary annex for family member

On behalf of the Parish Council it was agreed to recommend support for the application, however, the Parish Council was aware that these works may have already commenced and in granting any permission a condition to limit long periods of continuous noise should be applied.

DC/22/03816	Brome Grange, Norwich Road, Brome	Outline Planning Application (Comprising of access point only via Brome Grange Car Park, and all other matters reserved) - Change of use of land and erection of buildings for Class B8 Storage or distribution (internal to buildings) and Class E (Comprising only of E(c)(i) Financial services, E(c)(ii) Professional services (other than health or medical services), E(c)(iii) Other appropriate services in a commercial, business or service locality, E(g)(i) Offices to carry out any operational or administrative functions, E(g)(ii) Research and development of products or processes, E(g)(iii) Industrial processes (that can be carried out without detriment to residential amenity (resubmission of DC/20/05507).
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On behalf of the Parish Council it was agreed to recommend refusal of the application due to access to and from the highway including lack of public transport access to site leading to increased private vehicle traffic, protection of local right of way (footpath), location unsuitable for industrial development when there is a designated industrial zone in the close vicinity with appropriate access from the highway and environmental concerns not being adequately addressed.

DC/22/03670	The Homestead Barn, The Street, Brome	Change of Use of land and construction of stables, all weather turnout area and post and rail fencing
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On behalf of the Parish Council it was agreed to recommend support for the application. Whilst there were no objections to the construction of the stables, the Council would like to submit the following comments: That a condition is built into any approval that the facility is for the applicant's own use only, and cannot be used as a business enterprise. Support for the Environmental Protection Officer comments and request clarity on the question of disposal of horse manure and whether any lighting is proposed for the turnout area. The proposed timber-clad hay storage barn is something of a fire risk and so siting the stables/hay store at the opposite (southern) end of the turnout area away from existing outbuildings and oil tanks might

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be a safer, if less convenient, option. This may also have the added benefit of a marginal reduction in potential noise nuisance. Due to a pecuniary interest in this application, Cllr Keeley did not provide a recommendation.

d. To note the following planning determinations:

Ref	Location	Application
DC/22/03141	34 Low Street, Oakley	Application under S73a for Removal or Variation of Conditions following grant of Planning Permission DC/21/06985 dated 01/03/2022 - Erection of front porch extension and part two storey, part single storey rear linked extension to outbuilding. To Vary Condition Number 2 (Approved Plans and Documents) as per details received– Planning Permission Granted
DC/22/03670	The Homestead Barn, The Street, Brome	Change of Use of land and construction of stables, all weather turnout area and post and rail fencing – Planning Permission Granted
DC/22/04350	Marsh View, 48a Low Street, Oakley	Conversion of garage to form residential ancillary annex for family member – Planning Permission Granted.

7. Diss and District Neighbourhood Plan

- a. The plan would be going before South Norfolk Council next week with the anticipation that it would progress to Regulation 16 consultation. Following this consultation period the plan would then be submitted to the Planning Inspector and then public referendum.
- b. The Clerk would supply statutory consultees with details of the Regulation 16 consultation when it was ready to proceed.

8. Asset Management

- a. It was noted that the installation of a defibrillator in the telephone kiosk in Lower Oakley had been completed. Consideration of a further defibrillator in the western side of Brome was considered. Sites would be assessed before the next meeting.
- b. Jubilee Garden – there was no update available. It was agreed to defer this item to the next meeting.
- c. Bird Boxes – Cllr Prior would report at the next meeting to how installing bird boxes at various locations in the village may be achieved.
- d. Village Hall – expenditure to date on the refurbishment of the Hall, as funded by the Parish Council, was noted as £4906 (nett) in the 2021/22 financial year and £4796 (nett) to date in the current 2022/23 financial year. The Village Hall Committee would like to request financial support for a store at the rear of the building and further information and quotations would be provided at the next meeting. Regarding the allocation of CIL funds – it was noted to date that from the Parish Council’s current CIL balance of £18,358, £240 had been spent on a village hall project (windows) and £2215 on the Lower Oakley defibrillator. It was agreed the expenditure to date in this financial year for Village Hall improvements (£4,796 as reported earlier) would be taken from CIL funds.

10. Finance and Governance

- a. The current financial position was noted as £18,603 in the current account and £3,953 in the business save account. It was noted that Cllr Broughton needed to be provided with the document to carry out the bank reconciliations.

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b. It was agreed to make the following payments:

Amount	Payee	Details	Power
£855.69	Sarah Foote	Clerk Salary September/October/November 2022	LGA 1972 S111
£266.04	HMRC	PAYE	LGA 1972 S111
£47.25	Sarah Foote	Clerk expenses	LGA 1972 S111
£60.00 incl VAT	Community Action Suffolk	Website Hosting – annual fee	LGA 1972 S111

c. To note the following payments were made in the period where the Council were unable to meet:

Amount	Payee	Details
£107.32	Screwfix	Village Hall works as agreed minute reference 8B/Min 12.07.2021
£5.40	S&T Limited	Payroll service

d. It was noted that a payment of £1462.55 for the VAT reclaim for the year ending 31 March 2022 had been received by the Council.

e. The six month budget report as presented by the Clerk would be amended to show the position on CIL funding as agreed earlier in the meeting.

f. It was noted that the Mid Suffolk CIL Funding bidding round had opened and an application would be submitted as discussed earlier in the meeting, subject to confirmation the highways schemes were applicable. It was understood that the Village Hall Committee would also be submitting an application.

11. Correspondence

The following items of correspondence were noted.

Date	From	Subject
03.10.2022	Mid Suffolk District Council	Draft Five-Year Housing Land Supply Position Statements Consultation September 2022
04.10.2022	Mid Suffolk District Council	NSIP and large-scale energy developments update October 2022
04.10.2022	Mid Suffolk District Council	Town and Parish Update October 2022
29.09.2022	Mid Suffolk District Council	Suffolk Recycles Autumn Newsletter
29.09.2022	Mid Suffolk District Council	Tree Canopy survey
01.09.2022	Mid Suffolk District Council	Town and Parish Update September 2022
16.07.2022	Parochial Church Council	Acknowledgement of grant payment
13.07.2022	Hazel Dormer	AD Plant Bressingham
04.07.2022	Mid Suffolk District Council	NSIP and large-scale energy developments update September 2022

12. Urgent Matters and matters for report

The road sign (Brome side) had been removed from Brome Hall. It was agreed to order a replacement sign.

13. Date of next meeting – Monday 14 November 2022.

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Meeting closed: 20:55.

Signed Chairperson Clerk
Date