

# **Burgh Castle Parish Council**

Chairman: Trevor Greenacre Vice Chairman: Bob Grimmer

## **Minutes from the Parish Council Meeting held on Monday 9<sup>th</sup> April 2018 at Burgh Castle Village Hall**

**Present:** Cllrs T. Greenacre (Chair), B. Grimmer, W. Griffiths, J. Hogg, P. Nichols, B. Swan, K. Palmer (Clerk), and 11 members of the public including Borough Cllr Myers and County Cllr Smith.

*The public section commenced at 7.30pm*

### **PUBLIC SECTION**

-It was asked would the Parish Council be prepared to apply for planning permission on behalf of the playing field committee for new floodlights on the field for the new Petanque Club. The fee for doing so would be half the normal price if the Parish Council acts as the agent. It was agreed to decide this within the Finance section of the meeting.

-An update had been received stating the local SNAP meetings are to be replaced by KIN meetings and will no longer have representatives from the Police present. The SNAP meetings are to continue but will include a wider area such as Gorleston, Bradwell and Hopton. The next meeting will be on 8<sup>th</sup> May at 7pm at the Kings Centre, five priorities will be set to cover the whole area and there should be a good level of input by the Police within the meeting.

-It was agreed to send a letter to the Broads Authority to ask if they could extend the Boardwalk all the way down to the Fishermans.

-County Cllr Smith reported Mill Road will be closed from 16<sup>th</sup> April for one week and during this time the trees will be cut back on Mill Road, also the works at Cherry Tree Corner will be completed during this period.

-County Cllr Smith agreed he will make enquiries to ensure the replacement bus service is in place during the 8<sup>th</sup>-25<sup>th</sup> May, Butt Lane road closure.

-Borough Cllr Myers reported during the next CLT meeting on the 25<sup>th</sup> April it will be on the agenda to approve the firm of Solicitors that will be employed to set up the legal issues. The meeting will be held at 7pm at Burgh Castle Village Hall.

*With no further business the main meeting commenced at 7.46pm*

### **1. APOLOGIES FOR ABSENCE**

An apology for absence had been received from Borough Cllr Lawn.

### **2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **3. MINUTES FROM LAST MEETING**

Minutes from the meeting held on the 12/03/18 had been prior circulated by the Clerk to all members. To accept the minutes as a true and accurate record. Proposed Cllr Grimmer, Seconded Cllr Griffiths. All In Favour

### **4. MATTERS ARISING**

There were no matters arising.

### **5. STANDING ORDERS & FINANCIAL REGULATIONS**

It was agreed to adopt the standing orders and financial regulations. Proposed Cllr Nichols, Seconded Cllr Swan. All In Favour. It was agreed a thorough review of both policies will need to be arranged at the June meeting.

### **6. PLANNING**

06/18/0163/F 6 Coronation Terrace Family room

For the application above it was agreed to submit no objections subject to neighbours comments.

## **7. SPEED WATCH.**

It was reported following the return of the SAM2 machine from Westcotec that it does not seem to be reading the speed of vehicles accurately. It was agreed the clerk to notify Westcotec.

Cllr Griffiths reported she attended the recent Co-ordinators AGM which was very informative, and has some posters to go up in the notice boards.

## **8. CHERRY TREE CORNER**

This item was covered in the public section.

## **9. VILLAGE SIGN/PLANTER**

It was agreed the works will start on Saturday 21<sup>st</sup> April at 9.30am, the Clerk to notify the Police Cadets Co-ordinator. The flowerbeds will then be started the following Saturday.

## **10. FINANCIAL MATTERS**

Cheque	Detail	Amount
101219	Norfolk County Council- Parish Partnership Scheme	£1250.00
101220	Kate Palmer salary 376.64 less tax £75.20	£301.44
101221	HMRC Kate Palmer tax	£75.20
101222	Nina Dockerty wage	£ 82.22
101223	Sage Gardening	£394.75
101224	Norfolk Archaeological Trust	£200.00
101225	Nalc- subscription	£244.17
101256	Westcotec- SAM2 repair (vat £17.90)	£107.40
	Total	£2655.18

To propose the payment sheet above Cllr Grimmer, Seconded Cllr Hogg. All In Favour.

-It was agreed by all members to act as the agent for the planning application for the Playing field committee.

-The Clerk reported she had formally been notified that the Parish Partnership Scheme has been successful.

-Cllr Swan reported he had undertaken a basic ICO report with the Clerk checking invoices against payment sheets, CQ stubs and bank statements and all was found to be in good order.

-It was agreed that Cllr Swan would add a piece into the next Village Voice highlighting the waste of public money to repair the vandalised SAM2 machine.

## **11.VILLAGE ROAD CLOSURE/WATER MAINS**

Mill Road 16<sup>th</sup> - 20<sup>th</sup> April. Butt Lane 8<sup>th</sup> to 25<sup>th</sup> May. Back Lane 4<sup>th</sup> to 6<sup>th</sup> July.

## **12. SOUTHERN PARISHES GROUP NORFOLK**

It was agreed to reply that organising this new Parish group meeting would be supported if it was Southern Parishes only.

## **13. ITEMS FOR THE NEXT AGENDA, PLUS TIME AND DATE OF NEXT MEETING**

-Speed Watch -Cherry Tree Corner -Year end Accounts -Annual Return

-Village Road Closures/Water Mains -Internal Audit Report

The next Parish Council Meeting will be held on 14<sup>th</sup> May at 8.00pm.

***With no further business the meeting finished at 8.06pm***