

Burgh Castle Parish Council

Chairman: Trevor Greenacre Vice Chairman: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 12th November 2018 at Burgh Castle Village Hall

Present: Cllrs T. Greenacre (Chair), B. Grimmer, J. Hogg, B. Swan, P. Carter, W. Griffiths, K. Palmer (Clerk), and 8 members of the public including Borough Cllr Lawn.

The public section commenced at 7.30pm

PUBLIC SECTION

It was reported no further action has been taken to cut back the trees on Mill Road, and there is a great problem with traffic speeding along the road.

With no further business the main meeting commenced at 7.32pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr Nichols, County Cllr Smith and Borough Cllr Drewitt. To accept the apologies Proposed Cllr Griffiths, Seconded Cllr Grimmer. All In Favour.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES FROM LAST MEETING

Minutes from the meeting held on 08/10/18 had been prior circulated to all members by the Clerk. To accept the minutes as a true and accurate record Proposed Cllr Carter, Seconded Cllr Hogg. All In Favour.

4. MATTERS ARISING

-NCC are holding a consultation on their 2019/20 budget. Comments must be submitted by the 23rd December by calling 03448008020 or emailing haveyoursay@norfolk.gov.uk.

-The notice board on the Burial Ground still needs updating and reinstating.

-It was confirmed the Parish Council are still holding the remaining CLT funds. Cllr Swan stated he would contact Adrian Myers to find out when the last of the funds can be transferred to the groups own bank account.

-It was agreed to part fund the Clerks election training that is being held at Upton in January, the cost being £11.66.

The meeting was opened up at 7.45pm to the public for comments on agenda item 5.

5. PLANNING

C/6/2018/6004 Welcome Pit, Butt Lane, Burgh Castle Discharge of conditons 12 & 13 (Management scheme for willow, alder, reed and sedge planting)

It was agreed by all members to object to this application as it is believed the conditions were put in place by NCC for a good reason when the original application was granted therefore they should not be removed or amended. Proposed Cllr Swan, Seconded Cllr Hogg. All In Favour.

06/18/0594/F Burgh House, High Rd, Burgh Castle 6 warden controlled self sufficient homes. Concerns were raised concerning Back Lane access. The applicant confirmed only the emergency services would access the property via Back Lane. Therefore it was agreed by all members to submit no objections subject to neighbours comments.

The meeting was closed again at 7.45pm.

6. SPEED WATCH.

Cllr Griffiths reported the group have been out again during the last month targeting the problem areas around the village. The group will continue for the next four weeks then will have a months break over the Christmas and New Year period.

7. CHERRY TREE CORNER

There has been no new update, it was agreed for the Clerk to contact County Cllr Smith regarding this.

8. CHURCH TRIANGLE

After general discussion it was agreed by all members that the works undertaken by NCC Highways at the triangle looked unsightly and not worth the £2500 that was quoted. The work has been left unfinished as there is no shingle at all in some areas and what has been used is bad quality pea shingle. It was agreed for the Clerk to contact County Cllr Smith to arrange an urgent site meeting with Paul Sellick to discuss the project.

9. INTERNAL CONTROL OFFICER REPORT

Cllr Swan reported after spot checking the Councils invoices, CQ books and bank statements, all paperwork was found to be in good order with no problems.

10. FINANCIAL MATTERS

Cheque Number	Detail	Amount
101262	Kate Palmer salary 384.32 less tax 76.80	£307.52
101263	HMRC Kate Palmer tax 76.80	£76.80
101264	Nina Dockerty wage	£ 82.22
101265	Sage Gardening	£394.75
101266	Came & Company- Parish Council Insurance	£394.74
	Total	£1256.03

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

11. 2019/20 PRECEPT

It was agreed by all members to submit the following precept detailed below.

The Clerk reported in order to raise the Council reserves which at the moment are very low an increase of 46% has been calculated. The rise is also needed due to a fall in income from the burial ground this year.

The increase will amount to approximately a rise of £7.36 per household per year, and still leaves Burgh Castle as having one of the lowest precepts in the Borough.

To propose the 2019/20 precept Cllr Griffiths, Seconded Cllr Hogg. All In Favour.

	Budget 2018/2019	Spend as at Apr-Sept 2018	Estimated Spend Oct-Mar 2019	Estimated Total Spend	Suggested Precept 2019/20
Clerks salary and paye	4650	2486	2306	4792	4900
Telephone	120	80	40	120	120
Stationary/Postage	100	74	50	124	140
Village Hall- caretaker	1020	493	493	986	1050
Burial Ground/Open spaces	4750	2473	2368	4841	4900
Village Hall – room hire	121	0	121	121	121
Sundry	200	0	100	100	200
Village Hall- CCTV	125	105	0	105	125
Village Hall- annual grant	1000	0	1000	1000	1000
Norfolk Archaeological Trust- annual grant	200	200	0	200	200
Insurance	390	0	390	390	400
Audit	100	50	0	50	50
Subscriptions/training	210	289	0	289	300
Parish Partnership Scheme	0	1250	0	1250	0
Gardening Receipts (village sign)	0	133	100	230	250
Repairs/village maintenance	0	89	0	89	100
Increase to General Reserves	400	0	0	0	1000
Total	13386.00	7722.00	6968.00	14687.00	14856.00

Precept inc concurrent function grant and Council tax support grant totalled £10386

	2018/2019	Apr-Sept 2018	Oct-Mar 2019	Total Income	Estimated Income 2019/20
Income from Burial Ground	£3,000.00	928	500	1428	1000
Precept	7220	3610	3610	7220	10585
Concurrent Function Grant	2600	1300	1300	2600	2600
Council Tax Support Grant	566	283	283	566	566
Interest	5	5	5	5	5
Vat reclaim	100	0	104	104	100
Donations	833	833	210	1043	0
Total	14324.00	6959.00	6012.00	12966.00	14856.00

12. VILLAGE SIGN/PLANTER

Mr Griffiths from Sage Gardening had distributed a copy of suggested planting options for the flowerbeds. After some discussion it was agreed for Mr Griffiths to purchase up to a maximum of £20 worth of daffodil bulbs as they will need planting as soon as possible.

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

-Speed Watch -Cherry Tree Corner -Church Triangle

The following pot holes need reporting to Highways:

- Butt Lane, going from Corination Terrace to the junction with Church Road one large pot hole.
- Butt Lane, Burgh Castle outside 'Cedarwood', there is a narrow strip in the centre of the carriageway that is breaking away, it is about 3mtrs long, about 30cms wide. This was reported, probably about 9 months ago, some temporary fill was put in, this has now disintegrated, a permanent job was never done.

The next Parish Council Meeting will be held on 10th December 2018

With no further business the meeting finished at 8.10pm