

Burgh Castle Parish Council

Chairman: Trevor Greenacre Vice Chairman: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 8th April 2019 at Burgh Castle Village Hall

Present: Cllrs T. Greenacre (Chair), B. Grimmer, J. Hogg, B. Swan, P. Carter, P. Nichols, K. Palmer (Clerk), and 8 members of the public.

The public section commenced at 7.30pm

PUBLIC SECTION

-Mrs Greenacre reported on behalf of County Cllr Smith that there is money left available to be spent in Burgh Castle in this years ward budget. It was suggested perhaps some of this could be used to repair the strip of road near to Coronation Terrace.

-Cllr Hogg reported after contacting the Environment Agency they have stated there is no budget currently available to complete the installation of new piling on River Way, Belton Marshes, this would explain why no closure notices had been put up. It was agreed for Cllr Swan to contact Martin Dixon in at NCC to enquire why they have publicised the closure if it is not going ahead.

-Cllr Swan reported the following pot hole repairs have been forwarded via the Clerk to NCC:

1. Mill Road, in the centre of carriageway outside Fenside, about 6ins square x 5 ins deep.
2. Mill Road/Market Road junction in the centre of the road on the junction line, about 9ins square and 4 ins deep.

-The Chairman reported a property opposite Hall Farm on Lords Lane has cut back their front hedge to possibly makeway for a new fence, due to this the splay to access the road is no longer there. It was agreed for the Clerk to check if the hedge is on NCC Highways land.

With no further business the main meeting commenced at 7.35pm

1. APOLOGIES FOR ABSENCE

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

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES FROM LAST MEETING

Minutes from the meeting held on 11/03/19 had been prior circulated to all members by the Clerk.

With two minor amendments made it was agreed to accept as a true and accurate record.

Minutes from the meeting held on 25/03/19 had been prior circulated by the Clerk. Cllr Hogg put forward two amendments to the minute. The first being to add in the result of the vote taken. This was not agreed therefore no amendment made. The second being to change the wording concerning Cllr Swan attending the Development Control Meeting. This was agreed and the minute was changed. To Propose to accept the minutes Cllr Nichols, Seconded Cllr Swan. All in Favour.

4. MATTERS ARISING

-A Temporary Traffic Order has been received stating Market Road will be closed on the 25th and 26th April to connect a new water supply.

-Following on from the Angles Way improvements a reply has been received from Adam Hinchliffe, Norfolk Trails stating the footpath from the Fort through to the Fishermans will not fit within the scope of the project. However it is agreed this section is very narrow so the Highways

Boundary Team will be checking on the definitive width to see if the path should be wider, in which case they can look to get the fence moved.

-It was agreed to add to the next agenda Burial Ground- new signage. It was generally agreed a new sign/plaque is needed that simply states how long floral tributes can be sited on a grave and when they need to be discarded. This is already included on the rules attached to the notice board but is not very clear. It was also agreed for the Clerk to send a copy of the rules to all local Funeral Directors for their information.

5. PLANNING

06/19/0144/O Tree Tops, High Rd New dwelling and garage: new shared access
It was agreed to submit no objections subject to neighbours comments for the application above.

The following applications have been approved:

06/18/0247/F Cherry Tree Holiday Park, Mill Lane Change of arable land to 107 caravan bases
06/19/0057/F Mill Nurseries, Mill Rd Replace caravan with two bed bungalow
06/19/0036/F Strawlands, (land North of) Mill Rd Erection two bungalows & garages

Cllr Swan reported the planning application: Terrace of four dwellings with garages, (land off) Mill Road was refused at the Development Control Meeting.

6. STANDING ORDERS AND FINANCIAL REGULATIONS

It was agreed to adopt the national model standing orders and financial regulations. Proposed Cllr Swan, Seconded Cllr Hogg. All In Favour.

7. COMPLAINTS POLICY

The Clerk had circulated to all members a draft copy of complaints policy for the Parish Council. With no amendments made, to accept the policy Proposed Cllr Carter, seconded Cllr Grimmer. All In Favour.

8. UPDATES ON EXISTING MAINTENANCE ISSUES

There were no updates.

9. FINANCIAL MATTERS

CQ Number	Detail	Amount
101291	Kate Palmer salary 396.48 less tax 79.20	£317.28
101292	Nina Dockerty wage	£88.21
101293	HMRC Kate Palmer tax	£79.20
101294	Sage Gardening	£394.75
101295	Norfolk ALC - Subscription	£253.24
	Total	£1132.68

To Propose payment for the above sheet Cllr Nichols, Seconded Cllr Carter. All In Favour.

10. PARISH CLERK ACCESS TO INTERNET BANKING

Cllr Swan reported he had checked through a sample and cross checked cheques raised, bank statements, invoices and payment sheets and all payments are in good order, no problems found.

-The Clerk confirmed no progress has been made on setting up the online banking as yet.

-The Chairman stated as from the next meeting he will be stepping down from the Parish Council but will continue to be available if any help is needed.

Both Parish Councillors and members of the public thanked Councillor Greenacre for his many years of service to the Parish Council.

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

2018/19 Year End Accounts Bank Mandate Village Speed Limits
Annual Return Burial Ground Signage

The Annual Parish Meeting on Monday 13th May 2019 at 7.30pm
The Parish Council Meeting on Monday 13th May 2019 at 7.45pm

With no further business the meeting finished at 8.10pm