

# **Burgh Castle Parish Council**

Chairman: Brian Swan Vice Chairman: Bob Grimmer

## **Minutes from the Parish Council Meeting held on Monday 9<sup>th</sup> September 2019 at Burgh Castle Village Hall**

**Present:** Cllrs B Swan (Chair), B. Grimmer, J. Hogg, M Greenacre, P. Carter, W. Griffiths, K. Palmer (Clerk), and 4 members of the public including Borough Cllr Myers.

*The public section commenced at 7.30pm*

### **PUBLIC SECTION**

-Borough Cllr Myers reported the Lothingland C.L.T. A.G.M. Will be held on Thursday 19<sup>th</sup> September, 7pm at Burgh Castle Village Hall.

-The Chairman reported we are now inviting P.C. Natalie Simmons to all future Parish Council Meetings. Also an invitation for all Parish Councillors has been received to attend the Battle of Britain Memorial Service on Sunday 15<sup>th</sup> September, to be seated at 6.15pm.

*With no further business the main meeting commenced at 7.35pm*

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

Apologies for absence had been received from Borough Cllr Cameron.

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

Cllrs Greenacre and Nichols – Belton with Browston Parish Council.

Cllr Greenacre – Parochial Church Council, Burgh Castle Village Hall Committee & Burgh Castle Playing Field Committee. Cllr Swan – Burgh Castle Playing field Committee

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

Minutes from the meetings held on the 8<sup>th</sup> July and 5<sup>th</sup> August 2019 had been prior circulated to all members. To accept as a true and accurate record Proposed Cllr Grimmer, Seconded Cllr Swan. All In Favour. But noted one abstention from the first set of minutes due to absence.

### **4. MATTERS ARISING**

There were no matters arising.

### **5. BUS SERVICES**

It was reported from the 22<sup>nd</sup> September the village will lose approximately half the bus service. It will be down to 5 services Monday to Saturday, and three on a Sunday.

It was agreed for the Clerk to send a reminder email to NCC Highways about adding solid yellow lines by the bus shelter on Butt Lane which had already been agreed, and to ask him if also “BUS STOP” can be written on the road, the aim of which is to prevent people parking in the area.

### **6. HIGHWAY MATTERS**

-Cherry Tree Corner – No further update received.

-Stepshort leak – It was agreed for the Clerk to email County Cllr Smith to request he makes enquiries as to when the leak will be scheduled for repair. It had previously been stated it would be done in Sept, but has now been put back to October/November.

-The Chairman will devise a letter to be sent to all property owners of Cement Cottages to consult them on the proposal to add double yellow lines on the west side from Castle View to the entrance of Breydon Water Holiday Park. County Cllr Smith has offered to pay the legal fee for the traffic order, this will prevent vehicles parking on the side of the road at the entrance to the site as they are not allowing commercial vehicles to even unload on site anymore.

It was agreed to notify County Cllr Smith that the Holiday Park still has not cleared the footpath or cut back the hedge as was promised.

-NCC Highways have stated no action is planned to rectify the splay at Claire House, Lords Lane.

-At the junction of Butt Lane/High Road/Church Road residents are parking on the junction as you turn out. Some bollards that have been placed within a hedge has lessened the width of Church Road. It was agreed yellow lines are needed on High Road/Church Road opposite the junction, the Clerk to email County Cllr Smith concerning this to see if it could be combined with the Butt Lane order.

-It was agreed to chase up with NCC Highways will the hedges be cut on Market Road near to Eastles Farm as they are now very overgrown.

-It was agreed for the Clerk to again notify GYBC that the lamp post on Butt Lane, near the entrance to Oaklands Drive still needs replacing.

-It was agreed to report there is a manhole sinking near to "Milbur" on Mill Road which is in need of repair.

## **7. VILLAGE SIGN – BENCH & PLANTING OF TREES & FLOWER BEDS**

-After many attempts Cllr Grimmer reported he has been unable to contact Angela Cotton at GYB Services to arrange to get the bench installed. All permission forms have now been signed off by Highways and payment has been made in full.

Borough Cllr Myers stated he will chase this up for Cllr Grimmer when at the Town Hall.

-It was agreed to for the Clerk to contact Garden Guardian to ask for the flower beds to be beared off and trimmed as they now look an eye sore. It was agreed to place an article in the Village Voice asking for Volunteer Community Gardeners to tend to the beds throughout the year with adjustment to Garden Guardians contract if anybody comes forward.

## **8. SPEED WATCH**

-Cllr Griffiths reported not a great deal to has been happening with the group of the last month due to holidays. There is no feedback coming from the Police now due to staffing issues.

- It was reported a member of the public had made enquiries about funding a permanent speed sign to be located on Market Road. However after contacting Highways the price for a sign would in the region of £8000. It was agreed to ask Highways if it would be possible to purchase a SAM2 instead.

## **9. PLANNING**

06/19/0485/F Threeways, Butt Lane Proposed new detached bungalow to front

It was agreed to object to the application above due to the proposed bungalow would be too far forward on building line, and the entrance from the garden to the private drive is too near the front of the plot to give a safe turns between plot/driveway and highway, also concerns over width of the 'splay'

06/19/0486/F Holly Lodge, High Road Rear/front extension & raise ridge height

06/19/0478/F Threeways, Butt Lane Rear extension and new garage

It was agreed to submit no objections subject to neighbours comments for the two applications above.

06/19/0472/F The Hatchery, Market Rd Construction of vehicular access

It was agreed to strongly object to the application above due to Highway safety factors. These being, the entrance is far too close to the busy Market Road junction, the splay is unsuitable. The application breaks the conditions set by the previous planning application in 2012 put on for highways safety reasons, since that time the road has now become significantly busier and will only worsen with more holiday units that have planning permission in the village.

To propose the comments above en bloc Cllr Greenacre, Seconded Cllr Hogg. All in Favour.

The following two applications have been granted:

06/19/0331/F The Gannel, High Road Variation of condition 2- Position of units and materials  
 BA/2019/0149/HOUSE Holdan House, Church Rd Extension to garage and car port

Borough Cllr Myers confirmed he will enquire what the delay is regarding the Burgh Castle Nurseries application.

## 10. ADMINISTRATION & FINANCIAL MATTERS

### August Payment Sheet

Cheque Number	Detail	VAT	Amount
101314	Kate Palmer salary 396.48 less tax 79.40		£317.08
101315	Nina Dockerty wage		£86.21
101316	HMRC Kate Palmer tax		£79.40
101317	Garden Guardian – grounds maintenance	£113.00	£678.00
101318	B. Swan – repair to gate post at skip area		£50.00
	Total	£113.00	£1210.69

### September Payment Sheet

Cheque Number	Detail	VAT	Amount
101319	Kate Palmer salary 396.48 less tax 79.20		£317.28
101320	Nina Dockerty wage		£86.21
101321	HMRC Kate Palmer tax		£79.20
101322	Garden Guardian – grounds maintenance	£113.00	£678.00
101323	Pink Office - Stationary	£13.64	£81.82
	Total	£126.64	£1242.51

To propose the above payment sheets Cllr Carter, Seconded Cllr Grimmer. All In Favour.

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

Next meeting Monday 14<sup>th</sup> October 2019.

- Highway Matters
- Internal Control Officer Report
- Budget to Spend Report
- Bank Reconciliation
- Village Sign Bench and Planting of Trees and Flowerbeds
- Burial Ground

*With no further business the meeting finished at 8.20pm*