

Burgh Castle Parish Council

Chairman: Brian Swan Vice Chairman: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 11th November 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 County Cllr Smith.

The public section commenced at 7.30pm

PUBLIC SECTION

-There was general discussion concerning the 5th November celebrations and for the extended amount of time that firework displays are held in and around the village. Concern also that bonfires being lit during the day time all year round. County Cllr Smith confirmed the Environmental Team at GYBC will investigate any complaints in connection with bonfires but nothing can be done concerning firework displays.

-County Cllr Smith reported following receiving a number of objections to the proposal of painting double yellow lines next to the entrance of Yare Valley Holiday Park will now not be undertaken. County Cllr Smith will be willing to attend a meeting with the Manager of the Holiday Park along with the Chairman and Cllr Greenacre concerning commercial vehicles and vans not being allowed to park on site .

County Cllr Smith will look into possibly funding the following four options from his Highways budget.

- Extend the white lines at the entrance to Porters Loke.
- Clean line and mark out the bus stop on Butt Lane.
- Add double yellow lines at the High Rd/Butt Lane T junction.
- Over the next 2 years fund a permanent flashing speed sign which would be installed on Cherry Tree corner bend.

It was also reported the GYBC Planning Dept are very behind at the current time with a great amount of outstanding applications to process.

County Cllr Smith stated he will speak with Highways Engineer Paul Sellick concerning the entrance that has been cut into a hedge on Lords Lane between Burgh Hall and Bradwell. The Engineer is aware following the Chairman reporting the issue to GYBC Enforcement Officer. The area of road in question is unclassified however spoil is being deposited on the road during rain and when farming vehicles come off the field.

With no further business the main meeting commenced at 7.56pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Borough Cllr Myers.

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

Cllr Carter - Butt Lane double yellow lines consultation.

3. MINUTES FROM LAST MEETING

Minutes from the meetings held on 14-10-19 had been prior circulated to all members by the Clerk. With no amendments made, to accept the minutes as a true and accurate record Proposed Cllr Griffiths, Seconded Cllr Carter. All In Favour

4. MATTERS ARISING

Thanks was given to the Chairman and Mrs Swan for undertaking the planting in the new flowerbeds.

5. VE DAY 75th ANNIVERSARY CELEBRATIONS

It was agreed the Parish Council will support celebrations being undertaken between the 8th and 10th May 2020. It was agreed the Parish Council will contribute some funds towards a village tea party which may be held on the Saturday afternoon at the Village Hall. It was suggested the existing memorials could be put up in the Village hall and rededicated during the event, Cllr Greenacre will liaise with the Church to confirm the date. The matter will be an agenda item for the January Parish Council meeting.

6. HIGHWAY MATTERS

- Norse Group village litter clearance – No reply following previous email, still waiting for confirmation when this will be undertaken.
- Oakland Streetlight – Still awaiting repair to be undertaken by GYBC.(Promised October)
- Porters Loke streetsign – New sign has been installed.
- Butt Lane parking consultation – Cllrs Greenacre and Swan along with County Cllr Smith will attend site meeting with the Yare Valley Holiday Park Manager to discuss various issues to include parking of vans on site.
- There is a streetlight out near to Woodstock, Stepshort, Belton- Cllr Hogg or the Clerk to report.

7. VILLAGE SIGN – PLANTING OF TREES & FLOWER BED

The Chairman reported he purchased bedding plants totalling £31 for the village flowerbeds. Concerning the installation of the rails and trees there is no update at the current time. Cllr Grimmer stated he would be looking to plant dwarf trees in April/May which will probably be purchased from Highways Nursery, therefore the matter will remain off the agenda until May for a further report.

8. 2020/2021 PRECEPT

The Clerk had circulated the first draft of the precept to all members.

It was agreed to add £100 into the budget for the VE Day celebrations, and notification has been received from GYBC that next years Council Tax Support Grant has decreased by £85. The Clerk will check the budget for both herself and the Caretakers wage to ensure it includes the annual pay increase for both employees.

The Chairman and Cllr Greenacre will attend a meeting with the Garden Guardian to ensure the planting and maintenance of the flowerbeds are not included in next years budget, plus there are some new items that may need including in next years contract. Therefore grounds maintenance contact will also be on next months agenda along with a possible revision to the sum in the draft budget, £1500 has been entered for removal of the spoil heap at the burial ground although other cheaper options are being investigated, and 2 further quotes will be needed to compare with the one currently on file.

9. PLANNING

The following application has been approved:

06/19/0552/F The Gannel, High Rd Extension to respite centre

10. ADMINISTRATION & FINANCIAL MATTERS

Cheque Number	Detail	VAT	Amount
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101330	Kate Palmer salary 396.48 less tax 79.20		£317.28
101331	Nina Dockerty wage		£86.21
101332	HMRC Kate Palmer tax		£79.20
101333	Garden Guardian – grounds maintenance	£113.00	£669.00
101334	B. Swan – refund for plants purchased		£31.50
101335	Came & Company		£440.00
	Total	£113.00	£1623.19

To Propose payment for the above sheet Cllr Grimm, Seconded Cllr Greenacre. All In Favour.

11. PARISH COUNCIL INSURANCE POLICY

The Clerk had obtained the following three quotations from Came & Company.

-Pen Underwriting Ltd	£450.53	-Pen Underwriting Ltd (3 yr term)	£440.00
-Hiscox	£594.05		
-Ecclesiastical	£647.10		

It was agreed to proceed with the 3 year term quotation from Pen Underwriting for £440. Proposed Cllr Swan, Seconded Cllr Greenacre. All In Favour.

12. COMMUNITY SPEED WATCH

Cllr Griffiths reported the group are now down to 5 members, therefore they are now going out once a week. The group will be finishing for their winter break on the 9th December. After receiving the report from the Police from the September data 20 vehicles were recorded as speeding with 16 being classified as “out of area”. However it is unknown at the current time if vehicles registered to owners from neighbouring areas such as Bradwell and Belton are also included in the out of area classification.

13. BURIAL GROUND

It was agreed to report to Caroline Davison (NAC) that there is a pothole outside the entrance to the Parish Burial Ground which is dangerous for pedestrians accessing front and right in line with where hearses unload for Parish Burial Ground. Also there is a tree branch located on Butt Lane, on the edge of the field that belongs to the Fort, the Belton side of the main car park entrance and is only hanging on by a mere thread and could fall at any time.

It was agreed to ask Caroline would the Trust like any of the spoil which is to be cleared from the burial ground to possibly build up some of the banks before it is all removed.

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

Next meeting Monday 9th December 2019.

- Highway Matters
- Grounds Maintenance
- 2020 Meeting Dates (April currently clashes with Easter Monday)
- Precept

With no further business the meeting finished at 8.34pm