

Draft

Burgh Castle Parish Council

Chairman: Brian Swan Vice Chairman: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 9th March 2020 at Burgh Castle Village Hall

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

The public section commenced at 7.30pm

PUBLIC SECTION

There were no matters raised.

With no business the main meeting commenced at 7.30pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr Nichols. To accept the apology Cllr Greenacre, Seconded Cllr Hogg. All In Favour.

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 Griffiths agenda item 7, Ref 06/20/0050/F Burgh House, High Road- Prejudicial

Cllr Griffiths agenda item 7, Ref 06/20/0041/F Three Ways (Land Adj), Mill Road - Personal

3. MINUTES FROM LAST MEETING

Minutes from the meetings held on 10-02-20 had been prior circulated to all members by the Clerk. To accept the minutes as a true and accurate record. Proposed Cllr Griffiths, Seconded Cllr Greenacre. All In Favour.

4. MATTERS ARISING

-The Clerk reported she had received contact details for the new Police Engagement Officer Lucy Evans and will be contacting her to find out if she would like the SAM2 data sent to her.

-Cllr Hogg reported the sunken drain on Market Rd/Cley Lane has been repaired, the hedges have been cut back along Market Road and the streetlight near to Oaklands on Butt Lane has also been repaired.

-The Chairman reported PC Simmons has made contact with the proprietor of the Old Rectory concerning parking at Church Triangle, Mrs Webster from the Old Rectory has seen a person from NCC looking at signage options for Church Road.

5. HIGHWAY MATTERS

Highway matters still outstanding includes:

-Mill Road near to Milbur the sunken drain still has not been repaired.

-The lamp post stump on Butt Lane opposite Romany has not be repaired.

-All village drains need cleaning in particular the drain on Mill Road near to Fairfields.

-The west side of Butt Lane and Stepshort, yellow lines have not been repainted.

-The General Manager of the Yare Village Holiday Park has again reported problems with a van being parked over the path outside the entrance. It was generally agreed installing double yellow lines may have to be revisited.

White lines still not extended at Porters Loke entrance.

6. BURIAL GROUND MAINTENANCE

The Chairman reported after looking through old minutes and correspondence no definitive answer had been found to confirm the ownership of Church Loke. The solicitors used at the time have since ceased trading, and being how old the paperwork is it is unlikely the firm that took over from them will have retained the paperwork needed.

Cllr Greenacre stated she will contact both Reverend Bunn and Howard Killin & Bruce Solicitors to try and obtain more information, Cllr Swan stated he will contact Caroline Davison from the Norfolk Archaeological Trust.

No further progress with Burial Ground new signage.

7. PLANNING

Cllr Griffiths left the meeting at 7.52pm for discussion of the next item.

06/20/0050/F Burgh House, High Road Two bed sheltered housing accommodation

It was agreed to submit no objections subject to neighbours comments for the above application with the comment no traffic is permitted to use Back Lane for access.

Cllr Griffiths rejoined the meeting at 7.54pm

06/20/0040/F Queens Head PH (Land North East of) 4 Semi detached dwellings with access

It was agreed to strongly object to the planning application above due to the following reasons:

It was agreed the new housing would create over development of the plot, major concerns with the proposed access taking up a great amount of car parking space which is used by visitors to the public house, back fill and over crowding in this part of the village.

Borough Cllr Cameron agreed to look into the previously build houses already sited next to the public house. It was stated they were to be built and sold as affordable housing however there was some concern they maybe being used for short term lets, if approved, a condition that they should not be used as short term lets will be requested on the new properties by the Parish Council.

06/20/0041/F Three Ways (Land Adj), Mill Road 5 Bedroom Detached House

It was agreed to submit no objections subject to neighbours comments for the application above as the plan now includes two pedestrian refuges along Mill Road.

BA/2020/0056/FUL Crows Farm, High Road Works to cart shed (retrospective & new)

It was agreed to submit no objections for the planning application above.

The following application has been approved.

06/19/0721/F The Hatchery, Market RD Construction of vehicular access

The Chairman reported Borough Cllr Myers is currently trying to find out why this application was dealt with as delegated and not by the Planning and Development Committee as had been asked.

The Chairman reported there has been no progress with the Dovedale application, he expects a further , revised planning application to be submitted.

Cllr Greenacre reported the Borough Wide Plan is now finalised, the plan does not contain any developments for Burgh Castle, but it has taken out the proposed 600 dwellings development for Bradwell (at the end of New Road).

8. ADMINISTRATION & FINANCIAL MATTERS

Cheque Number	Detail	VAT	Amount
101350	Kate Palmer salary 396.48 less 79.40 tax		£317.08
101351	Nina Dockerty wage		£86.21
101352	HMRC Kate Palmer tax		£79.40

101353	ENTUA- annual subscription		£10.00
		Total	£492.69

It was agreed by all members to subscribe to the ENTUA group making an annual donation of £10 per year. Proposed Cllr Greenacre, Seconded Cllr Carter. All In Favour.

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

9. V.E. DAY CELEBRATIONS

Cllr Greenacre reported the group organising the event will be meeting on Wednesday this week at 10.30am to make further plans, all are welcome to attend. The PCC have agreed there will be a tea party and it is hoped the grant that has been applied for will pay for transportation costs.

10. CROWS FARM NOTICE BOARD

The Chairman reported the notice board next to Crows Farm had been blown down in the recent storms. After some discussion it was generally agreed to consider putting a new board up in a different location which would have a greater footfall. The Chairman had approached the Post Office but no agreement had been reached to put one there.

It was agreed before the next meeting for the Clerk to seek provisional permission to have a notice board sited at one of the three locations below:

Butt Lane Bus Shelter

King Fisher Bus Stop

Marina Corner

11 BANKING ARRANGEMENTS

It was agreed to change the amount of signatories for the Parish Council account to two from four. If Cllr Swan is added as a signatory then a new Internal Control Officer will need to be appointed, both changes will be agreed during the Annual Parish Council Meeting in May.

It was agreed for the Clerk to investigate a possible change to Lloyds Banks with the condition any new bank account set up does not incur any bank charges. Proposed Cllr Swan, Seconded Cllr Hogg. All In Favour.

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

The next Parish Council meeting will be held on Monday 6th April 2020.

Agenda items to include on the agenda are:

Speed Watch, Notice Boards, Banking Arrangements, Porters Loke Line Marking

The main meeting was closed at 8.22pm for the Incamera Item.

13. INCAMERA RESOLUTION

To consider a resolution to exclude the press and public from the meeting in accordance with the public bodies (admissions to meetings) act 1960.s 1, in order to discuss employee appraisals.

14. EMPLOYEE APPRAISALS

Both appraisals were completed by Cllrs Swan and Grimmer. There were no matters raised by the Parish Clerk and Village Hall Caretaker.

With no further business the meeting finished at 8.25pm