

# **Burgh Castle Parish Council**

Chairman: Brian Swan Vice Chairman: Bob Grimmer

## **Minutes from the Parish Council Meeting held on Monday 10<sup>th</sup> February 2020 at Burgh Castle Village Hall**

**Present:** Cllrs B Swan (Chair), B Grimmer, J. Hogg, M Greenacre, W. Griffiths, K. Palmer (Clerk), and 6 members of the public including Borough Cllr Myers and County Cllr Smith.

*The public section commenced at 7.30pm*

### **PUBLIC SECTION**

-Three members of the public attended the meeting to report persistent problems with visitors to the area parking outside neighbouring properties at the Church Triangle in the village.

Nearly every day cars are causing an obstruction in the area, residents are being blacked in and blocked out of their property, and on some occasion residents are being verbally abused when they ask some car owners to move their vehicles. Many photos had been taken recording such incidents and were shown to Parish Councillors. Residents feel the area should not be used as a car park at all and only for residents to access their properties, since the widening of the area around the triangle has been undertaken it has made the problem worse. It was requested relevant signage is installed to try and deter people from parking in the area. The residents stated they are thinking of installing two large concrete bolders outside the entrance to their property to try and prevent people parking there.

After some discussion it was agreed to ask County Cllr Smith to speak with Highways for them to install a "No Parking" sign at the side of the road near to Holdean House. Cllr Greenacre stated she would consult with the Church PCC about changing the current sign on the triangle to read no parking. The Chairman will notify PC Simmons about the matter also.

It was also reported no help had been provided by GYBC Environmental Health Dept when they were called out following animal waste being flytipped in the residents hedge. It was agreed Borough Cllr Myers to look into this.

- County Cllr Myers reported GYBC are now setting their annual budget. They have included within their precept a budget for social care, this money will then be passed onto NCC to add to their social care budget.

*With no business the main meeting commenced at 7.52pm*

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

Apologies for absence had been received from Cllr Carter and Nichols and Borough Cllr Cameron. To accept the apologies Proposed 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

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

Minutes from the meetings held on 13-01-20 had been prior circulated to all members by the Clerk. With one minor amendment to accept the minutes as a true and accurate record. Proposed Cllr Griffiths, Seconded Cllr Grimmer. All In Favour.

### **4. MATTERS ARISING**

-A temporary traffic order had been received effecting Mill Road from 26<sup>th</sup> February for seven days.

-Cllr Hogg reported the streetlight outside number 8 Stepshort, Burgh Castle has been straightened and the streetlight on the Belton side of Stepshort Dyke has been repaired. The sunken drain on the corner of Market Road and Cley Road needs repairing as does the sunken manhole near to Milbar on Mill Road. Lastly all the planned soil infill on the Roman Fort site has now been deposited and some new matting has been added to the main entrance.

-The Chairman reported he attended Burgh Castle Marina and met with the tree officer from GYBC. The officer confirmed none of the trees covered with a TPO have had any work done to them, on other trees some lower branch cutting has been undertaken to a very good standard. The officer also stated it will not be possible for the other trees looked at to have TPO placed upon them as they are either not good examples or are Poplars which do not get allocated due to their life span.

-Yare Village have trimmed back the bank opposite to Porters Loke and taken signage off tree that was put there without permission. They are also trying to obtain funding for new fencing beside the Millfields footpath.

-The Clerk reported the Annual Parish Meeting and Annual Parish Council Meeting will both be held on Monday 11<sup>th</sup> May. The APM will commence at 7.30pm with the APCM to commence directly after.

## **5. HIGHWAY MATTERS**

The Chairman reported he had been in contact with ENTUA and have asked that they chase up First Bus as many of the village bus time tables are either currently out of date or not in place. Locations include Kingfisher, Cherry Tree and the Post Office.

It was reported there is a Charity Shop being run down the end of Porters Loke, it was agreed to request the Enforcement Officer to investigate to determine as to whether relevant planning permission is in place.

County Cllr Smith agreed he will chase up Highways concerning the following matters:

### -Butt Lane Bus Stop Layby

No lines have as been added as yet, this had been agreed during site meeting approximately a year ago.

### -Butt Lane on west side

Yellow lines have not been refreshed, but they have been done on the other side of the road.

### -Entrance to Porters Loke

White lines have not as yet been extended, again this had been previously agreed. The lines are needed to deter people from parking on that stretch of the road.

Concerning NCC boundary changes, County Cllr Smith confirmed Burgh Castle will not be effected and will stay in Breydon. The final date has been put back to the end of March as there are problems with the proposed changes in other areas of the County.

County Cllr Smith stated he has been and visited to residents at The Laurels in connection to ongoing problems with flooding, however no course of action has yet been determined.

## **6. BURIAL GROUND MAINTENANCE**

-The Chairman reported he is still trying to determine who is responsible to maintain the track that runs next to the Burial Ground, he will contact Caroline Davison in due course.

- It was agreed to obtain quotations to install 2 new signs in the burial ground to highlight the rules and contact details for visitors. The main sign is to be 2ft x 18inches, the second sign displaying the rules will be either A3 or A2.

## 7. PLANNING

06/19/0721/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 and the splay is unsuitable.

The application breaks the condition set within the previous planning application in 2012 stating no other access on the site is to be created, 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. Concern a new entrance may create future quarantine issues.

## 8. ADMINISTRATION & FINANCIAL MATTERS

-It was agreed for Cllrs Grimmer and Swan to undertake the employee appraisals before the next meeting on the 9<sup>th</sup> March.

-Mr Dennis Cooper will again be the Internal Auditor for 2020

Cheque Number	Detail	VAT	Amount
101345	Kate Palmer salary 396.48 less 79.20 tax		£317.28
101346	Nina Dockerty wage		£86.21
101347	HMRC Kate Palmer tax		£79.20
101348	Burgh Castle Village Hall Trust- meeting hire		£144.00
101349	K. Palmer : Tele/broadband Jan, Feb, March £30 Mileage to Record Office £19.80 Refund for stamps £21.96		£71.76
		Total £	£698.45

-To Propose payment for the payment sheet plus two items above Cllr Grimmer, Seconded Cllr Hogg. All In Favour.

## 9. V.E. DAY CELEBRATIONS

Cllr Greenacre reported the grant funding application has been submitted. Members of the PCC are happy to organise the Tea Party, there will also be a Church Service but the time and date is yet to be confirmed.

## 10. SPEEDWATCH

Cllr Griffiths reported the group have been out again following the Christmas and New Year break. There have been reports of vehicles travelling at speed on Mill Road over taking other cars that are being driven within the speed limit.

The Clerk stated she had received notification from the Community Speed Watch Administrator that she no longer wished to be sent the SAM2 data, she also stated the Safety Camera Partnership use data collected from their own data recorders.

It was agreed to inform PC Simmons about this notification and ask for it to be discussed within the next SNAP meeting

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

The next Parish Council meeting will be held on Monday

Agenda items to include on the agenda are:

V E Day Celebrations      Employee Appraisals

Banking Arrangements      Highway Matters inc cleaning of village drains

***With no further business the meeting finished at 8.45pm***