

Burgh Castle Parish Council

Chairman: Brian Swan Vice Chairman: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 14th December 2020 remotely using Zoom

Present: Cllrs B. Swan (Chair), B Grimmer (Vice Chair), M Greenacre, J. Hogg, W. Griffiths, P. Carter, K. Palmer (Clerk) and Borough Cllrs Myers and Cameron.

The meeting commenced at 7.30pm

A minutes silence was observed by Councillors and the Clerk out of respect to the late Parish Councillor Peter Nichols.

PUBLIC SECTION

Borough Cllr Cameron reported she had contacted the Clerk after a member of the public had called to report a delay with getting a memorial headstone erected at the burial ground. The Clerk reported the member of public is now aware the reason for the delay is due to the Stone Mason being unwell. The Chairman thanked Borough Cllr Cameron for awarding part of her ward budget to pay for the new village notice board.

Borough Cllr Myers confirmed he will be reporting the vehicle which is being parked on double yellow lines, just before the new bungalow on Mill Road (near to the Stepshort junction), to the Civil Parking Enforcement Officers. The vehicle is regularly being parked there early in the morning at approximately 7.15am, and during the weekends.

The Chairman stated there is a similar problem on Butt Lane, he will liaise with Borough Cllr Myers about this after the meeting.

The main meeting commenced at 7.41pm

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. DECLARATIONS OF INTEREST

Cllrs Greenacre – Belton with Browston Parish Council, 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 meeting held on 09-11-20 had been prior circulated to all members by the Clerk. With two minor amendments made, to accept the minutes as a true and accurate record. Proposed Cllr Grimmer, Seconded Cllr Griffiths. All In Favour.

4. MATTERS ARISING

-The Chairman reported he had arranged for the notice board to be fixed to the wall on Butt Lane as it was about to fall off. Charles Porter has kindly under taken the works free of charge.

- The Chairman stated he has a box of free face visors, if anyone knows of any care provider that would like some please contact him.

- The manhole on Mill Road can not be repaired yet as the road will have to be closed to undertake the repair. This can not be done while New Road in Belton remains closed.

- Cllr Hogg reported the village name plates on Market Road and Lords Lane have not been installed in the correct location. It was agreed to inform NCC Highways where the correct locations are before the new name plates are installed.

5. ADMINISTRATION & FINANCIAL MATTERS

Cheque Number	Detail	Amount
BACS	Kate Ruddock salary 406.08 less tax 81.20	£324.88
BACS	Nina Dockerty wage	£91.56
BACS	HMRC Kate Palmer tax	£81.20
BACS	Garden Guardian (vat 98.20)	£589.20
BACS	Refund K. Ruddock Zoom pro £59.99 plus tele/broadband for Oct, Nov, Dec 2020	£89.99
BACS	M. Riches – Burial Ground and Church Loke maintenance (vat 152.00)	£912.00
	Total	£2,088.83

To Proposed the above sheet for payment Cllr Carter, Seconded Cllr Greenacre. All In Favour.

6. PLANNING

The Chairman reported he has rejected a planning application as the details of the application are incorrect, the Clerk has asked for an extension so the application can be discussed during the January meeting.

It has been confirmed by NCC that the T.P.O on trees to the rear of Dovedale have been protected. The walnut tree has not been included so the Clerk will request that it is included as it is an important tree.

7. ONLINE BANKING ARRANGEMENTS

Cllrs Swan, Griffiths and Grimmer are all now set up for online banking, the online access for the Clerk is as yet to be confirmed.

8. GROUNDS MAINTENANCE CONTRACT

The 2021 grounds maintenance quotation from Garden Guardian has been received which totals £4554. There is a small increase from the following year, this being £68. To accept the quotation Proposed Cllr Swan, Seconded Cllr Greenacre. All In Favour.

9. ANGLIAN WATER

Cllr Grimmer reported he had sent photographs to the Clerk of a field off Porters Loke where Anglian Waters pumping station is located. The field is being flooded with sewage when the tanks fill up. Flooding has occurred on Sunday 25th October at 12.30pm and on Tuesday 27th November at 5.30am, Anglian Water have been contacted both times by both Cllr Grimmer and another resident that lives close to the field.

After having dealt with a similar problem in Fritton, Cllr Myers stated the residents should keep a detailed diary of when the flooding takes place and whether it as rained, and if so how much. Cllr Myers stated he will contact Anglian Water and will copy the Environment Services in at GYBC to ask that they install new pumps at the site. The Clerk will forward the photos and information needed onto Borough Cllr Myers.

The Chairman reported the grounds around the pumping station at the Stepshort end of Mill Road needs cleaning as there are a great amount of dead leaves (the Clerk to report to Anglian Water).

10. BURGH CASTLE POST OFFICE

No update had been received.

11. BURIAL GROUND & CHURCH LOKE

The Chairman reported Garden Guardian have cleared the small amount of spoil in the Burial Ground, they have also cleaned the algae off the gates. Further discussion on what can to be done with landscaping and marking out with bricks the newly cleared area, which is an unconsecrated area of the burial ground, will be discussed in the New Year.

12. DATE OF NEXT MEETING & AGENDA ITEMS

The next meeting will be held on Monday 11th January 2020 remotely via zoom.

Agenda items to include: Presentation by Caroline Davison from the Norfolk Archaeological Trust and Anglian Water update.

With no further business the meeting was closed at 8.10pm