

Burgh Castle Parish Council

Chairman: Brian Swan Vice Chairman: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 12th July 2021 at Burgh Castle Village Hall

Present: Cllrs B. Swan (Chair) M Greenacre, B. Grimmer, W. Griffiths, P. Carter, J. Hogg, S. Titterington and K. Ruddock (Clerk),

The public section commenced at 7.30pm

PUBLIC SECTION

There was no public section.

The main meeting commenced at 7.30pm

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 21-06-21 had been prior circulated to all members by the Clerk. To accept as a true and accurate record Proposed Cllr Carter, Seconded Cllr Greenacre. All In Favour.

4. MATTERS ARISING

There were no matters arising.

5. HIGHWAY MATTERS

-It was reported that drains have been cleaned at various locations around the village including Butt Lane, Cherry Tree Corner and Stepshort. It was agreed the drains at Cherry Tree Corner may need cleaning again following the recent heavy rainfall.

- The Chairman stated County Cllr Smith has confirmed that he will be able to fund a new bus shelter near to the Kingfisher Holiday Park entrance from his Highways budget.

It was agreed the works needed to reinstate the grass verge on Butt Lane adjoining the Village Sign area will be funded using the Parish Partnership Scheme. The works are to include to reinstate the curb and post installation. It was agreed to add the Parish Partnership Scheme onto the September agenda to then discuss any other projects.

- County Cllr Smith had reported that he had received a complaint from a resident asking for the bus stop markings removed to St Furseys bus stop as they are preventing him from parking there.

- County Cllr Smith is re-checking with the planning department whether the grass verge outside Laurel Lodge is privately owned or if it belongs to NCC.

- It was reported there is still a chevron missing on Cherry Tree Corner and the path has not been cleared.

- It was agreed for the Clerk to write to the property owner of Oak Farm on Mill Road to request they cover the bank where it has been cleared with matting/mesh to prevent soil slippage and to plant some quick growing plants in the area.

- It was reported some potholes on High Road have been filled in with gravel rather than tarmac. If the potholes open up again a further repair will be needed.

- It was agreed the Mill Road/ Market Road junction road surface is now bad. The Clerk confirmed she had sent the photos provided by Cllr Grimmer onto the Highways Dept and County Cllr Smith.

6. ADMINISTRATION & FINANCIAL MATTERS

Cheque Number	Detail	Amount
BACS	Kate Ruddock salary 406.08 less tax 81.20	£324.88
BACS	Nina Dockerty wage	£93.55
BACS	HMRC Kate Ruddock tax	£81.20
BACS	Garden Guardian – grass cutting	£613.09
BACS	Refund B. Swan for jerry can	£20.97
BACS	Refund K. Ruddock for ink	£12.99
	Total	£1,146.68

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

7. PLANNING

PROPOSED UPGRADE TO EXISTING RADIO BASE STATION INSTALLATION AT CTIL_11505601, GREAT YARMOUTH ISSUE 9, EASTLES FARM, CLAY ROAD, GREAT YARMOUTH, NR31 9EN, NGR E: 649821 N: 304750

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

8. QUEENS JUBILEE CELEBRATIONS 2022

It was generally agreed, following the poor turn out to mark the NHS and Front Line Workers event, the Parish Council did not feel able to run an event to mark the Queens Jubilee. However it was agreed to contribute to an event if it is run by the Church, details of which will follow in due course.

9. BURIAL GROUND

The Clerk reported the following two quotations have been provided to lift the crown of the large tree at the Burial Ground, to remove the sapling and ring cut the ivy plus limited crown lifting on a second tree. The Broads Authority have confirmed there are no T.P.O. in the area so the works can go ahead.

GYB Services £268.28 & VAT

Target Trees Ltd £350 & VAT

It was agreed to accept the quotation provided by GYB Services. Proposed Cllr Swan, Seconded Cllr Greenacre. All In Favour.

The Chairman reported Jary's Funeral Directors have very kindly supplied and installed the new marker bricks at the Burial Ground free of charge. An email thanking them has been sent by the Clerk. Thanks was given to Cllr Hogg for undertaking a second repair to the gate at the Burial Ground.

10. VILLAGE SIGN

It was agreed for Mr D. Skipper to add two coats of preservative to the village sign. The Chairman reported the cost for the work has been covered, therefore at no cost to the Council.

11. NHS, SOCIAL CARE & FRONTLINE WORKERS DAY

The Chairman reported there was a very disappointing turn out at the NHS, Care & Front Line Workers Day on Monday 5th July. Approximately 15 people attended the event including the Rectors and photographer.

12. EMPLOYEE APPRAISALS

Cllr Grimmer and Griffiths reported they had completed the appraisal with the Village Hall Caretaker. Two points covered during the appraisal the first being they are having trouble cleaning the windows due to a lack of space to put up step ladder therefore is a potential health and safety risk. The second being they are unable to clean the strip lights due to the height. It was generally agreed they would possibly need to be cleaned by an electrician.

Due to time constraints it was agreed the Parish Clerks appraisal will be completed prior to the Parish Council meeting in September.

15. DATE OF NEXT MEETING & AGENDA ITEMS

The next meeting will be held on Monday 13th September 2021 7.30pm at Burgh Castle Village Hall. Agenda items to include: Speed Watch and Parish Partnership Scheme.

It was agreed for the Clerk to notify Natalie Butler at the Norfolk Archaeological Trust that two of the “please keep of the wall” warning signs at the Fort have been smashed. Cllr Hogg confirmed he has the smashed signs.

With no further business the meeting was closed at 8.03pm