

Burgh Castle Parish Council

Chairman: Brian Swan Vice Chairman: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 21st June 2021 at Burgh Castle Village Hall

Present: Cllrs B. Swan (Chair) M Greenacre, W. Griffiths, P. Carter, S. Titterington, K. Ruddock (Clerk), County Cllr Smith, Borough Cllr Myers and one member of the public.

The public section commenced at 7.30pm

PUBLIC SECTION

County Cllr Smith reported his Norfolk County Council £10,000 Highways budget can also be spent on Environmental issues. Thanks was given to the Chairman for successfully holding meetings remotely via Zoom during the lock down period.

The main meeting commenced at 7.31pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllrs Hogg and Grimmer. To accept the apologies Cllr Swan, Seconded Cllr Carter. All In Favour.

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. COUNCILLOR CO-OPTION

The Chairman reported Mr Steve Titterington had applied for the existing vacancy to join the Parish Council. To co-opt Mr Titterington onto the Parish Council proposed Cllr Swan, seconded Cllr Carter. All In Favour.

4. MINUTES FROM LAST MEETING

Minutes from the meeting held on 05-05-21 had been prior circulated to all members by the Clerk. To accept as a true and accurate record Proposed Cllr Carter, Seconded Cllr Griffiths. All In Favour.

5. MATTERS ARISING

The Chairman reported he had attended the Nalc AGM online. The Police Crime Commissioner attended the meeting. When asked he confirmed that PCSO's will not be reinstated in Norfolk, however does want to see more Officers on the beat in the County.

Westcotec were also at the meeting, they are now supplying bus shelters and street lighting to Parish Councils, and a new SAM3 machine will be available next year.

The meeting was opened to the public at 7.36pm for the following item.

6. HIGHWAY MATTERS

The Chairman reported the following:

Mill Road – Four Acres to Lords Lane Junction

There are several drains along this stretch of road that are full of debris and in need being pumped out. County Cllr Smith stated NCC Highways will be undertaking this shortly.

Mill Road – Cherry Tree Holiday Park & Oak Farm

The downwards slope of the roadway within the Cherry Tree Holiday Park running towards a limited number of drains on their land where it joins Mill Road needs to be inspected. As does the

bank which has been constructed on each side of the entrance tract at Oak Farm which is leading to a run off on to Mill Road. It has blocked any water going back onto their land after running from further up their site.

A road sweeper is still needed to clear the large amount of spoil that has built up on Cherry Tree Corner, and the path on the corner has still not been cleared to reinstate the pavement.

NCC Highways Budget

After some discussion it was agreed to ask County Cllr Smith to obtain two quotations. The first being to fund a basic bus shelter on Butt Lane near to the Kingfisher Holiday Park. The second to install bollards and to reinstate the grassed areas to the left hand side of the village sign which is currently being used as a parking space.

Cllr Greenacre asked County Cllr Smith if he could find out if it is the responsibility of the landowner to install a drain on the highway if flood water forms on the highway from their property. The Kingfisher Holiday Park, Cherry Tree Holiday Park and Norfolk Archaeological Trust all have water that runs off from their property onto the highway.

Cllr Carter reported there is a problem with sand on Butt Lane at the entrance to Folkes which needs clearing, drains are also blocked with sand.

It was agreed for the Clerk to send a letter to the land owner of the development at the former Post Office site as the hedge is now very over grown and is in need of being cut back. A letter is also to be send to the property owners of Laurel Lodge as the trees that have been planted outside their property boundary need to be either cut back or removed as they are preventing the Speed Watch group from placing their signage in the authorised location & affecting general visibility. It was agreed for the Clerk to send the photos from Cllr Grimmer onto County Cllr Smith which shows the road surface that needs to be repaired at the Crows Farm corner of Mill Road.

It was agreed Cllr Griffiths to take photos of the trees which are hanging in the road near to Cherry Tree Corner which need to be cut back.

The main meeting commenced at 7.55pm

7. ADMINISTRATION & FINANCIAL MATTERS

Cheque Number	Detail	Amount
BACS	Kate Ruddock salary 406.08 less tax 81.20 plus broad/tele April, May June 2021 £30	£354.88
BACS	Nina Dockerty wage	£93.55
BACS	HMRC Kate Ruddock tax	£81.20
BACS	Garden Guardian – grass cutting	£613.09
	Total	£1,142.72

To propose sheet above for payment Cllr Greenacre, Seconded Cllr Griffith. All In Favour.

8. PLANNING

06/21/0437/F 5 Holly Terrace, Church Rd Demolition of workshop construction of rear extension
It was agreed to submit no objections subject to neighbours comments for the extension itself, however the Parish Council strongly objects to moving of the roof line which would be completely out of line to the other properties on Holly Terrace.

06/21/0418/PAD Burghwell Lodge, Market Rd Change of use demolition of barns to no3.
Dwelling houses

It was agreed to object to the planning application above. The location is outside of the Borough Wide Plan. There are great concerns with access on to the highway and there is a lack of amenities in the area, no footpaths or public transport. The same objections apply to this application as raised in a previous application 06/20/0251/O Breydon View Market Road, which has already been refused.

Applications Approved:

06/21/0251/F 7 Holly Terrace, Church Rd Dropped kerb to provide car parking space
06/21/0008/F Sonning, High Rd Side extension for gym/garage/sun room

9. VILLAGE SIGN – PAINTING OF POST & FLOWERBEDS

The Chairman stated he and Mrs Swan planted new bedding plants in the flowerbed next to the village sign. Thanks to Burgh Castle Nurseries who kindly donated the flowers. Thanks was also given to Mrs Swan for undertaking the work. Three new water carriers have been purchased to be able to water the plants during the summer months. Advice will be taken from Charles Porter as the village sign post needs treating.

10. BURIAL GROUND

Cllrs Swan, Greenacre and the Clerk met with Jaky Green to confirm burial plot number for the 4 plots purchased by the family next to Mr Green.

Next to the last row of graves marked out by brick in the burial ground there is a large sycamore tree. Due to the roots it has been advised by Jary's Funeral Directors to leave this area allocated for ashes internment. The opposite side of the burial ground can then be used for burial plots only which would accommodate seven plots per row. When allocating plots on that side of the ground it was agreed to start in the middle and work toward the front gate, then work from the middle towards the spoil heap.

Following a sit meeting with a contractor a quote is going to be provided to get some of the sycamore trees lower branches cut back, the ivy ring cut & a sapling removed. Cllr Greenacre confirmed the PCC would be willing to contribute half towards the cost. A second quote will then need to be provided by GYB Services, this matter will be on the agenda at the next meeting.

11. NHS, SOCIAL CARE & FRONTLINE WORKERS DAY

Monday 5th July will be the NHS, Care & Front Line Workers Day. To mark this day it has been arranged to hold a toast, prayer and minutes silence at the village sign at 8pm, Revd. Rosie Bunn will be there to mark the event and Cllrs Greenacre and Swan will arrange the refreshments.

12. EMPLOYEE APPRAISALS

Cllr Grimmer had confirmed prior to the meeting he would be happy to undertake the employee appraisals. It was agreed to ask Cllr Hogg if he would also like to attend the appraisals. Cllr Griffiths confirmed she would be willing to do them if needed.

13. PARISH COUNCILLOR CONTACT DETAILS FOR VILLAGE VOICE

It was agreed to publish Councillor telephone numbers and email addresses in the Village Voice Magazine.

14. SPEED WATCH

Cllr Griffiths reported the group had taken part in the recent Global Road Safety week which was between the 17th and 23rd May. The group have been out twice in a week but are now struggling with dates due to holiday commitments. There are ongoing issues with speeding along Mill Road

and High Road in particular.

15. DATE OF NEXT MEETING & AGENDA ITEMS

The next meeting will be held on Monday 12th July 2021 7.30pm at Burgh Castle Village Hall.
It was agreed to add the Queens Jubilee Celebration to the next agenda.

It was agreed for the Clerk to write to the Norfolk Archaeological Trust concerning the large puddle at the entrance to the Fort following heavy rainfall.

With no further business the meeting was closed at 8.32pm