

Burgh Castle Parish Council

Chairman: Brian Swan Vice Chairman: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 8th November 2021 at Burgh Castle Village Hall

Present: Cllrs B. Swan (Chair) M. Greenacre, B. Grimmer, W. Griffiths, J. Hogg, S. Titterington. P. Carter, K. Ruddock (Clerk) and three members of the public including Borough Cllr Myers.

The public section commenced at 7.30pm

PUBLIC SECTION

Cllr Hogg confirmed the brown bin collection has been changed for Stepshort, the bins are now being emptied on a Monday instead of on a Wednesday.

Borough Cllr Myers voiced disappointment with the Broads Authorities decision to approve the planning application for Burgh Castle Marina, which now permits them to close for only two weeks a year rather than four.

The main meeting commenced at 7.33pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received County Cllr Smith. Borough Cllr Cameron.

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 11-10-21 had been prior circulated to all members by the Clerk. With one amendment made, to accept as a true and accurate record Proposed Cllr Greenacre, Seconded Cllr Carter. All In Favour.

4. MATTERS ARISING

The Clerk confirmed there had not been any update from NCC Highways concerning the size of the new village signs and font size of the lettering. The new signs have been purchased under the Parish Partnership Scheme, it was agreed for the Clerk to again contact the NCC Officer.

5. HIGHWAY MATTERS

County Councillors Budget – Kingfisher New Bus shelter

No update concerning this item had been received from County Cllr Smith.

Plants outside Laurel Lodge, High Road

There had been no update concerning this matter from County Cllr Smith

Updates - on Cherry Tree Corner (clearance) & High Road by Crows Farm (surface)

There had been no update on the above matters.

Cllr Hogg reported the following Highway Matters:

- Opposite Milbur, Mill Road- The sewer chamber has been repaired.
- Near to Shandra, Mill Road – Some repair has been undertaken but some still needs reinstating.
- Near to Fenside, Mill Road – There is a pothole in centre of the road that needs repairing.
- Opposite Oak Cottage row – Pothole in road.
- Near to Oak View & Strawlands, Mill Road – Large pothole needs repairing on the west side of the road opposite Market Road.

6. ADMINISTRATION & FINANCIAL MATTERS

Cheque Number	Detail	Amount
BACS	Kate Ruddock salary 406.08 plus CLT hrs 63.45 less tax 93.80	£375.73
BACS	Nina Dockerty wage	£93.55
BACS	HMRC Kate Ruddock tax	£93.80
BACS	Garden Guardian – grass cutting	£613.09
BACS	K. Ruddock refund for advert in EDP	£60.00
BACS	Lothingland Village Voice advert	£40.00
BACS	B. Swan – Refund for flowers	£8.00
BACS	Heart 2 Heart Norfolk – replacement pads and battery for defib	£267.00
BACS	Burrell Pest Control	£77.00
BACS	Horizon Group – Notice Board (vat payable)	£58.27
	Total	£1,686.44

To Propose payment for the sheet above Cllr Greenacre, Seconded Cllr Griffiths. All In Favour.

The Chairman reported the new notice board, which is being funded from Borough Cllr Myers ward budget for the burial ground, will be installed free of charge by Mr Charles Porter.

7. PLANNING

BA/2021/0256/COND Burgh Castle Marina - 4 week annual closure reduced to 2 weeks

As was reported earlier in the meeting the application above has been approved. Borough Cllr Myers did submit strong objections to the application above on behalf of the Parish Council, however the application was granted. It was agreed the site will need to be monitored in February to ensure it does comply with the two week closure period.

The Chairman reported the Norfolk Archaeological Trust have submitted a planning application to Great Yarmouth Borough Council to install car parking meters in the Roman Fort car park. Details have not been published yet but they are expected to arrive before the next meeting.

After some discussion it was agreed to strongly object in principle to the application when the consultation is received. There is strong concern that visitors to the site will not use the car park, but will park on Butt Lane and Church Road instead. Neither road has any parking restrictions so can only be policed if they cause an obstruction. Residents in the area will be badly affected, people parking on the side of the road will cause a safety hazard for road users. If cars are parked on the side of the road there is concern large vehicles such as caravans, buses, tractors and lorries will not be able to pass due to a lack of space.

Borough Cllr Myers confirmed he will speak with the Director of the Planning Dept, Mr Glasson to determine what the legal position is on planning for this. He will also speak with the Monitoring Officer to obtain her legal view. Depending on the information received will determine if the application can be called in and dealt with by the Planning Committee, rather than as a delegated decision.

The Application below has been approved:

06/21/0752/F Foxglove, Back Lane Conversion of loft space to residential accommodation

The Application below has been refused:

06/21/0753/F The Nursery, (Adj Oak View), Mill Rd Residential dwelling with garage

It was agreed for the Clerk to write a second letter to the Norfolk Archaeological Trust and Holdon House again asking that they cut back their overgrown hedges that border Church Road. If the work is not undertaken the matter will be passed onto NCC Highways Dept to undertake the work and invoice accordingly.

8. PRECEPT 2022/23

The Clerk had circulated to all members prior to the meeting a copy of the bank reconciliation, budget to spend report, updated reserves and draft precept. Please note a copy of all the above reports are appended to and do form part of the minutes.

The Chairman reported the 2022-2023 draft precept includes a 10% reduction from the 2021/22 precept. The Parish Councils reserve are back up to where they should be following two annual increases, therefore a reduction is possible for next year. To propose to approve the 2022-2023 precept with the precept figure reduced from £11,712 to £10,506 Cllr Greenacre, Seconded Cllr Carter. All In Favour.

9. BURIAL GROUND

The Chairman reported the notice board has arrived and will be installed by Mr Porter.

It was agreed that the chairman will visit the burial ground to decide if Burrell Pest Control need to visit the Burial Ground again as there have been more mole hills appear since his last visit.

10. SPEEDWATCH GROUP

Cllr Griffiths reported the group have been out and 16 vehicles were recorded as speeding in the 30mph limit. All vehicle owners would have received a warning letter from the Police.

11. CONDITION OF RIVERSIDE BOARDWALK

NCC have confirmed they will undertaking the repair to the mesh, and the edging will be replaced in the next few weeks.

12. PARISH PARTNERSHIP SCHEME

NCC Highways have quoted £1300 to install timber posts on the front and side of the grass verge near to 35 and 37 Butt Lane. This also includes the reseeding of the verge. Two neighbouring properties have been consulted, one of which has raised some concerns. These have been forwarded onto County Cllr Smith for a reply to the points raised. The Chairman proposed to proceed with submitting the application for the scheme, Seconded Cllr Hogg. It was agreed if any points raised through the consultation cause a problem the application can always be withdrawn. The positioning of the current post near to No 35 will be checked out with Highways

13. DATE OF NEXT MEETING & AGENDA ITEMS

The next meeting will be held on Monday 13th December 2021 7.30pm at Burgh Castle Village Hall.

NOTE -It was agreed to notify Natalie Butler at the Norfolk Archaeological Trust that there are still ongoing problems with a great amount of dog walkers not having their dogs on a lead when visiting the site. It was agreed the “dogs on leads” signage needs to be checked near the Burial Ground/Church.

With no further business the meeting was closed at 8.20pm