

# **Burgh Castle Parish Council**

Chairman: Brian Swan Vice Chairman: Bob Grimmer

## **Minutes from the Parish Council Meeting held on Monday 13<sup>th</sup> December 2021 at Burgh Castle Village Hall**

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

At 7.30pm a plaque was presented to the Parishioners of Burgh Castle by Mr Chris Dicker on behalf of the Norfolk Lieutenancy. The plaque being a token of remembrance for the community to reflect upon what members of the public had achieved during the pandemic, it will be placed on the outside of the Village Hall.

### ***The public section commenced at 7.37pm***

#### **PUBLIC SECTION**

County Cllr Smith reported he had received an email from the Highways Engineer which stated due to personal reasons any issues should now be emailed to the main Highways email address rather than directly to him, the email address being [aylshamdepot@norfolk.gov.uk](mailto:aylshamdepot@norfolk.gov.uk).

The Clerk confirmed in reference to the 2020 Parish Partnership Scheme, no reply has been received from NCC concerning the points raised about the size of the village signs and the font of the lettering. The Clerk has emailed Paul Sellick, Bradley Shaw and Sophie Craske but no reply has been received.

County Cllr Smith stated the resident that has replied to the consultation on reinstating the grass verge on Butt Lane would not have to cover any costs if there is damage to their property during this work. The Clerk confirmed she will send a copy of this correspondence to Paul Sellick.

Borough Cllr Myers stated there is now some frustration with trying to contact various officers at both GYBC and NCC and not receiving any reply from them. Both he and the Clerk have tried to contact Karen Sly concerning the Borough Cllr ward budget as GYBC has refused to fund the burial ground notice board, however there has not been any reply to the telephone calls. County Cllr Smith confirmed he would contact Karen Sly about this.

County Cllr Smith stated there is a possibility that zoom or hybrid meetings may have to be introduced in January, but if legislation is not in place Parish Councils may decide to cancel their January meetings if the situation with covid continues to get worse.

Borough Cllr Myers reported there have not been any material considerations raised which would allow GYBC to be able to refuse the Fort car park planning application. Siting payment meters on the privately owned car park is not a planning issue, the installation of the masts would be. It is possible this application will be dealt with as a delegated decision rather than by the planning and development committee.

### ***The main meeting commenced at 7.50pm***

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

Apologies for absence had been received Cllr Grimmer. To accept the apologies proposed Cllr Greenacre. Seconded Cllr Hogg. 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. MINUTES FROM LAST MEETING**

Minutes from the meeting held on 08-11-21 had been prior circulated to all members by the Clerk.

To accept as a true and accurate record proposed Cllr Greenacre, seconded Cllr Titterington. All in Favour.

#### 4. MATTERS ARISING

There were no matters rising.

#### 5. HIGHWAY MATTERS

##### County Councillors Budget – Kingfisher New Bus shelter

County Cllr reported funding has been set aside for this work which will be completed in due course.

##### Plants outside Laurel Lodge, High Road

There was no update on this matter.

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

There was no update on this matter.

Cllr Hogg reported:

- The road surface on High Rd opposite Mill Road junction has not been repaired.
- There is a street light out outside number 8 on Stepshort.
- Mill Road outside The Nursery, the road surface has been repaired.
- White lines have been installed on the road in front of 5 Church Road.
- The front boundary wall at Amaroo on Stepshort is now starting to lean forward towards the footpath on Stepshort. It was agreed for the Clerk to write to the property owner asking for the wall to be repaired as it may be a potential safety hazard.
- There are two gullies on Stepshort which are blocked with leaves, outside Amaroo and JohnJo.

Cllr Titterington reported he had picked up a box full of rubbish outside his property on High Road. It was confirmed GYBC do not undertake any litter picking in the village. It was agreed to make this issue an agenda item in the New Year, it may be possible to arrange a village litter pick.

#### 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	K. Ruddock refund for mileage to Norfolk record office 21.60 broad/tele Oct, Nov, Dec £30	£51.60
BACS	Gallagher Insurance Policy	£451.70
	Total	£1,616.02

To propose payment for the above payment sheet which include the annual payment for the Parish Council insurance which was the same as last year due to a 3 year deal being in place Cllr Carter, Seconded Cllr Griffiths. All in Favour.

#### 7. PLANNING

06/21/0925/F Car Park Burgh Castle Roman Fort, Butt Lane  
Proposed installation of 1no. pay machine and ANPR camera including associated works

The Parish Council strongly objects to the planning application above. There is strong concern that visitors to the site will not use the car park due to costs, but will park on Butt Lane and Church Road instead (there are no footpaths on Butt Lane and only on part of one side of Church Road which is full of residential entrances). Neither road has any parking restrictions so can only be policed if parking causes an obstruction. Residents in the area will be badly affected by additional on road parking

Parking on the side of the road will cause a safety hazard for all 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 and danger from people and dogs alighting from vehicles directly on to the road.

The land at the triangle is in private ownership of the church and not for public or fort use parking

There are a great number of horse and carriage riders in the village, parked cars will be a major problem for these.

Is the location of the pay point too near to the Butt Lane entrance, will it cause a traffic hazard with cars trying to enter / leave being blocked by paying vehicles. Some of the signs indicate 24 hour parking for £4, there was a condition on the original consent for the car park that it is closed 8pm -8am reference 06/08/0789/F it is assumed that is still applicable.

#### Applications Approved:

BA/2021/0344/HOUSEH Waveney Valley Holiday Village, Butt Lane Change to weatherboard cladding

### **8. UPDATE ON BURGH CASTLE POST OFFICE CLOSURE**

The Chairman reported notification had been received stating there will not be any further action to replace the Post Office which recently closed in the village.

Cllr Griffith asked whether a Community Post Office could be looked into?

It was generally agreed that Community Post Offices/shops do work in very rural communities, however it is unlikely to work in Burgh Castle as there are two Post Offices located near o the village, these being one in Belton and one in Bradwell.

County Cllr Smith reported it would not be viable to open a Post Office in one of the Holiday Villages as they are only open for 11 months of the year.

### **9. BURIAL GROUND**

The Chairman reported the notice board has been installed in the burial ground, notices will be added in the New Year.

Cllr Hogg added can the notice board be checked to make sure it is water proof as it recently looked misted up.

It was agreed the Clerk will notify the Church when there are future burials in the burial ground.

It was reported there are a great amount of vases in the burial ground, and one headstone has lighting on it. It was agreed to look at this in the New Year.

### **10. UPDATE ON GRASS CUTTING CONTRACT**

The Clerk reported there had been no replies from the articles placed in both the Village Voice and in the EDP for the grass cutting contract.

It was agreed the Clerk will write to both GDC and GYB Service to obtain quotations, the quotation from Garden Guardian is due in the next couple of days. It was agreed to extend the closing date deadline for quotations to the 24<sup>th</sup> January.

#### **11. PARISH PARTNERSHIP SCHEME**

This item was covered in the public section.

#### **12. DATE OF NEXT MEETING & AGENDA ITEMS**

The next meeting will be held on Monday 10<sup>th</sup> January 2021 7.30pm at Burgh Castle Village Hall.

Cllr Hogg reported the repair to the Boardwalk has still not been undertaken, it was agreed the Clerk will chase this up with the Trails Dept at NCC.

***With no further business the meeting was closed at 8.16pm***