

# **Burgh Castle Parish Council**

Chairman: Brian Swan Vice Chairman: Bob Grimmer

## **Minutes from the Parish Council Meeting held on Monday 14<sup>th</sup> February 2022 at Burgh Castle Village Hall**

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

### ***The public section commenced at 7.30pm***

#### **PUBLIC SECTION**

Borough Cllr Myers

- Confirmed he will forward the information from GYBC concerning the play equipment survey to the Chairman after the meeting.
- Reported he had attended a meeting with the Planning Manager at GYBC. During the meeting the point was raised concerning retrospective planning applications always getting approval.

County Cllr Smith

- Reported Council Tax for a band D property will increase by £176.48 for the year 2022/23. However all properties which fall within the A to D bands will receive a £150 government rebate. This will be applied automatically if payments are made by direct debit, but will need to be applied for manually for other payment methods. There is also some funding available for people that live alone in a band E property.
- The Folkes planning application will be decided by the NCC Planning Committee on the 25<sup>th</sup> March.
- Is still waiting for an update from the Highways Engineer on all the outstanding matters that have previously been reported including the new Bus Shelter for Butt Lane (near to Kingfisher entrance) and clearance at Cherry Tree corner.

### ***The main meeting commenced at 7.41pm***

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

Apologies for absence had been received from Cllr Titterington and Borough Cllr Cameron. To accept the apologies proposed Cllr Swan. seconded Cllr Greenacre. 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 13<sup>th</sup> December 2021 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record proposed Cllr Greenacre, seconded Cllr Carter. All in Favour.

#### **4. MATTERS ARISING**

The Chairman reported an apology has been issued from the Chief Fire Officer following a crew not being informed of a road closure on Butt Lane attending a fire near to St Fursy's Road.

*The meeting was opened up at 7.45pm to allow members of the public to discuss the following item.*

## **5. ROMAN FORT CAR PARKING METERS**

County Cllr Smith stated under planning laws there are no powers for GYBC to refuse the planning application made by Norfolk Archaeological Trust to install car parking meters in the Forts car park. It can only be explained to the Trust what a detrimental effect this would have on the village and Parishioners.

The Chairman stated during the Development Control Committee meeting the comments from NCC Highways Dept about the application were not entirely clear. It was agreed the Highways Dept need to be more objective with their comments.

The Chairman reported following the Committee meeting where the decision on the application had been adjourned, he has arranged a meeting with representatives from the Trust, the Church, Parish Councillors, and NCC and GYBC Councillors. County Cllr Smith confirmed he will Chair the meeting which will be held on Wednesday 23<sup>rd</sup> February. 4.00pm at Burgh Castle Village Hall to discuss the application further. It was agreed the Chairman and Cllr Grimmer will attend the meeting on behalf of the Parish Council.

Revd. Bunn stated it is not only the car parking aspect around the Church Triangle which is a problem, but also there is an issue with maintenance in the area which would become a lot worse if a greater volume of vehicles try to park there. There is already £1400 worth of repairs needed to be undertaken around the Church Triangle. County Cllr Smith stated he would be able to pay for these repairs from his Highways budget.

County Cllr Smith stated he gives his full support to the Parish Council in objecting to this planning application. Other means of obtaining additional funding for the Trust needs to be suggested and then explored by the Trust.

*The main meeting resumed at 8.01pm*

## **6. HIGHWAY MATTERS**

- The Chairman reported he had contacted the Broads Authority who have confirmed they have scheduled site visits to Burgh Castle Marina during the next two weeks during the closure period
- There is a pot hole on Butt Lane, on the west side (next to the Fort) near to the bungalow "Agravilla" which needs to be repaired. There has also been incidents of anti social behaviour in the passing place in the same area which needs to be reported to the Police.
- Mill Road surface is in need of being repaired near to Fensside.
- The finger sign at Butt Lane/Stepshort need repositioning or replacing as it has been damaged.
- The gullies on Stepshort are still blocked.

## **7. ADMINISTRATION & FINANCIAL MATTERS**

### **January Payment Sheet**

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 ink and copier paper	£20.99
BACS	Horizon – balance payment for notice board	£291.37
	Total	£1,425.08

## February Payment Sheet

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	Burgh Castle Village Hall – Meeting Hire	£108.00
BACS	Burgh Castle Village Hall – annual maintenance grant	£1,000.00
BACS	K. Ruddock – Jan, Feb, March tele/broadband	£30.00
	Total	£1,637.63

To approve the above sheet for payment proposed Cllr Hogg, seconded Cllr Grimmer. All in Favour.

### Internal Control Officer Report

Cllr Greenacre reported she had met with the Clerk and checked banks statements, invoices along with the payment sheets. No discrepancies had been found, the payment systems is much more efficient now all payments are made online by bank transfer.

## 8. PLANNING

06/21/0987/TRE Kingfisher Holiday Park, Butt Lane Works to pine tree

It was agreed to submit no objections subject to neighbours comments.

06/21/0920/F Edjcove, Marsh Lane Removal of conservatory, new first floor, ground floor extensions

(Noted after councillors e-mailed) It was agreed to object to the planning application above. It will convert a bungalow in a row of 4 bungalows, into what is effectively a two story house that will overshadow the property next to it.

06/21/0968/F Dovedale (land rear of), Butt Lane Variation of condition 11, way wording of condition

(Noted after councillors e-mailed) It was agreed to strongly objects to the planning application condition above. The so called existing drawing shows the track to the proposed development area as running through the old Dovedale bungalow that is still standing and the front section and splay are also not correctly shown.

- There is strong concern that access onto Butt Lane is not safe, it looks as though the splay (which is shown on the plans), crosses onto third party properties.

- The Parish Council does not approve that any of the three trees at the front of the site currently protected under tree protection order should be removed, two of the three protected ones are missing from the latest drawings

- Even with the removal of two trees not shown, which we object to, there will probably still be an issue with site levels in relation to Butt Lane including the level required to avoid root damage to the remaining tree, any proposals must ensure that no site water run off is allowed on to Butt Lane itself

- No trees should be felled on this site as part of any proposed development.

BA/2022/0004/FUL. Crows Farm, High Rd Change of use from store to residential dwelling

It was agreed to submit no objections subject to neighbours comments for the application above. With the conditions if the application is approved the dwelling is never to be sold as a separate property, always remains part of Crows Farm with agricultural tenancy restriction.

The Chairman reported the Parish Council had not been notified by GYBC or the Planning Inspectorate that the planning appeal has been approved for the equestrian shop on Porters Loke. Borough Cllr Myers stated he will contact the Planning Dept at GYBC about this as they should have notified both himself and the Parish Council of this decision.

#### **9. POST BOX OUTSIDE FORMER POST OFFICE**

It was agreed by all members for the Chairman to contact Royal Mail, to find out if they can reposition the post box which is currently outside the former Post Office, to next to the bus stop on Butt Lane where the Parish notice board is.

#### **10. DRAINAGE DITCHES OFF MILL ROAD**

Cllr Greenacre reported the resident that owns "Shandra" also owns the land opposite their property. They are now in the process of tidying the land which will include clearing the dyke. However it is thought the neighbouring property owner of "Amaroo" may have filled in part of the dyke which runs on their property.

It was agreed that Cllr Greenacre will forward onto the Clerk contact details for the Drainage Board so they can look into this matter.

Councillor Hogg reported that the dangerous wall at Amaroo had been reduced to footings level, he felt temporary safety fencing should be in place to barrier off the dyke from the highway (The other side has also been partly reduced in height).

#### **11. GRASS CUTTING CONTRACT**

The chairman reported after placing an advert in the Village Voice and the EDP only one quotation had been obtained for the grass cutting contract from current contractor Garden Guardian. GDC replied stating they could not provide a quotation on this occasion, and no reply had been received from GYB Services.

The quotation received from Garden Guardian totals £4873 (plus vat) which is up by £319 from the previous 3 years contract .

Cllr Greenacre proposed to accept the quotation provided by Garden Guardian for the next 3 years, seconded Cllr Hogg. All in Favour.

#### **12. MAYORS VISIT**

The Chairman reported Borough Cllr Myers has confirmed the Mayors visit to the Lothingland Ward will take place on Saturday 16<sup>th</sup> April. The meeting in Burgh Castle will take place at the Queens Head starting at 10am.

#### **13. SPEEDWATCH GROUP**

Cllr Griffiths reported the group had not been able to get out recently. The group really does need more volunteers as you have to have three people at anyone time to attend a session.

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

The next meeting will be held on Monday 14<sup>th</sup> March 2022 7.30pm at Burgh Castle Village Hall.

It was noted the hedges on Church Road have not been cut back by the Norfolk Archaeological Trust or Holden House, another letter will need to be sent to the property owners. Norfolk Trails will need to be contact again as the repair to the Boardwalk has not been completed. Cllr Hogg agreed he would attend a site meeting if it can be arranged.

*With no further business the meeting was closed at 8.30pm*