

Burgh Castle Parish Council

Chairman: Brian Swan Vice Chairman: Bob Grimmer

Minutes from the Parish Council Meeting

held on Monday 8th March 2021 remotely using Zoom

Present: Cllrs B. Swan (Chair), B Grimmer (Vice Chair), M Greenacre, J. Hogg, W. Griffiths, P. Carter, K. Ruddock (Clerk) and two members of the public, Borough Cllrs Myers and Cameron.

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

Apologies for absence had been received from County Cllr Smith. To accept the apology Proposed 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. MINUTES FROM LAST MEETING

Minutes from the meeting held on 08-02-21 had been prior circulated to all members by the Clerk. To accept as a true and accurate record Proposed Cllr Griffiths, Seconded Cllr Grimmer. All In Favour.

4. MATTERS ARISING

There were no matters arising.

5. THE ROMAN FORT CAR PARK

Proposed Car Parking Fees

The Chairman reported there had not been any further update from Natalie Butler from the Norfolk Archaeological Trust. There had been a great amount of feedback on Facebook on a thread discussing the topic with 95% against the proposed parking fees. Parish Councillors and County Cllr Smith stated they did not feel the article which had been placed in the Village Voice magazine was too strong, it outlined the proposed changes to the car parking. Cllr Hogg stated if the car parking charges are to be implemented then all monies raised must be spend in maintaining the Fort and not on other sites owned by the Trust. Concern was again raised by all Cllrs about visitors to the site not actually using the car park and paying the fees. It is felt a great number of people will continue to use the site but will park on neighbouring roads instead of paying the car parking charges. There is also concern you can only pay for car parking by making a card payment, there will be no provision for cash payments.

It was generally agreed some regular visitors may be happy to join the Trust and pay the annual fee of £20 which would cover all car parking costs for one year.

Vandalism

Chairman reported there had been a major problem with vandalism at the Fort during the previous weekend (Friday night/Saturday Morning). Bins had been pulled out of the ground and damage has been done to the bird watching area. Natalie Butler was informed and visited the site. The incident was reported to the Police and a crime number issued.

6. HIGHWAY MATTERS

It was reported NCC Highways had made a good job of resurfacing Stepshort. County Cllr Smith has reported they are aware of the surface water on Stepshort and the matter is in hand, and Cherry Lane Corner will be cleaned, this will be funded from his Highways budget.

The Chairman reported there is a lot of mess on Lords Lane following the snow and flooding. The road marking near to the bus stop on Butt Lane have still not been done (Councillor Smith to be informed). Double yellow lines need to be replaced on Stepshort. (Councillor Hogg stated that the contractors are aware)

7. ADMINISTRATION & FINANCIAL MATTERS

Cheque Number	Detail	Amount
BACS	Kate Ruddock salary 406.08 less tax 81.20 plus Jan, Feb March 2021 tele/broadband allowance £30	£354.88
BACS	Nina Dockerty wage	£91.56
BACS	HMRC Kate Palmer tax	£81.20
BACS	ENTUA – annual subscription	£10.00
	Total	£537.64

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

It was agreed to postpone the employee appraisals until later this year when they can be done face to face.

The Chairman reported even though the Parish Council did not raise the 2021/22 precept the Parish still shows a small increase due to the tax base rate being lower. There is concern the tax base rate is starting to slip back to where it was a number of years ago. The chairman had asked Borough Cllr Myers to enquire through the Borough Council why the number of properties used to make the base for the calculation had decreased more in Burgh Castle than other areas, a reply is awaited.

8. PLANNING

06/21/0008/F Sonning, High Rd Side extension to form garage/gym

06/21/0063/F 5 Holly Terrace Extension of existing dropped curb

It was agreed to submit no objections subject to neighbours comments for the above applications.

The following applications have been approved:

06/20/0311/F Oak Park Farm, Mill Road Change of use to site up to 12 cabins

06/20/0657/F Rowan Lodge, Back Lane Change of use of annexe to residential dwelling

The following application has been refused:

06/20/0674/F The Nursery, adj Oakveiw, Mill Rd 2 residential dwellings with garages

Tree Preservation Orders:

TPO 16 of 2020 – Trees on land at 5 Oaklands Drive – T.P.O has been approved.

TPO 3 of 2021 – Tree on land west of Mill Road – T.P.O is under going consultation.

After having received a complaint from a member of the public the following matter has been reported to the Planning Enforcement Officer.

06/18/0594/F 6 Warden Controlled properties at Burgh House
06/20/0050/F New two bedroomed sheltered housing accommodation

Condition 3 of each approval for the above planning applications states 'The warden controlled home(s) hereby permitted shall only be used in connection with Burgh House Residential Home for the Elderly ▪ However these properties are now known as Grebe Gardens High Road, Burgh Castle and are now being offered for sale through Right Move.

9. ONLINE BANKING ARRANGEMENTS

The Clerk reported she has now been registered with the bank as a named person on the Council's account. The Chairman and Cllr Griffiths have completed a signature verification form therefore online dual access should be granted within a couple of weeks.

10. ANGLIAN WATER

Cllr Grimmer reported the flood water has now subsided and is drying out. No one has been seen again at the pumping station so the Water Company may have resolved the problem. But it is likely the flooding will reoccur and when it does a diary will be kept along with photographs recording when the flooding occurs. Borough Cllr Myers agreed it is extremely important to record all times and dates when the flooding happens so Anglian Water can be provided with a report.

11. BURIAL GROUND LANDSCAPING

It was agreed to defer this item until the next meeting.

The Chairman stated he will inspect the burial ground to make sure the grave diggers are depositing the spoil in the correct location.

12. CONFIRMATION OF INTERNAL AUDITOR

It was agreed to confirm Dennis Cooper as Internal Auditor for the Parish Council accounts. Proposed Cllr Swan, Seconded Cllr Grimmer. All In Favour.

13. DATE OF NEXT MEETING & AGENDA ITEMS

The next meeting will be held on Monday 12th April 2021 remotely via zoom. Annual Accounts will be added to the agenda.

It was agreed road safety signs are needed to be installed in both directions on Cherry Tree Corner as yet another car accidents happened recently. It was agreed to ask Paul Sellick and County Cllr Smith for new signage.

With no further business the meeting was closed at 8.07pm