

Burgh Castle Parish Council

Chairman: Brian Swan Vice Chairman: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 11th April 2022 at Burgh Castle Village Hall

Present: Cllrs B. Swan (Chair) M. Greenacre, B. Grimmer, W. Griffiths, S. Titterington, K. Ruddock (Clerk) and six members of the public including Borough Cllr Myers and County Cllr Smith.

The public section commenced at 7.30pm

PUBLIC SECTION

County Cllr Smith stated he was aware of the white lines that had been painted over the damaged road surface on High Road, it is expected the pot holes are due to be repaired in the autumn. The date of the NCC Planning meeting, which will include the Welcome Home Pit application, has not as yet been confirmed.

Borough Cllr Myers reported the Planning Dept at GYBC have been struggling due to staffing shortages. Some paperwork has been uploaded onto the portal later than it should be, the new planning system is due to be up and running soon.

Borough Cllr Myers reported the Broads Authority have logged the fly tipping on Back Lane with the Environment Agency, and therefore will no longer take any part in the complaint. We are now waiting for the Environment Agency to set up a site meeting, it has been reported to them that it is thought some items are being burnt and buried on the site, however no Officer has as yet visited the location.

Concern was voiced by a member of the public that the Broads Authority are no longer involved in the complaint. There is concern there may be asbestos and oil that could possibly enter the water course if the fly tipping continues.

The Chairman reported he raised the issue of a village litter pick with the Environmental Ranger Paul Shucksmith. Mr Shucksmith agreed to arrange a litter pick for High Road, Mill Road, Market Road and Butt Lane. However only High Road and the Roman Fort (which is not the responsibility of the Borough Council) have been done, The Councils contactors (Norse) have responded stating the other roads will be litter picked shortly.

The main meeting commenced at 7.50pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllrs Carter and Hogg. To accept the apologies Proposed Cllr Swan, Seconded Cllr Griffiths. 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 14th March 2022 had been circulated to all members prior to the meeting. With one minor amendment, to accept the minutes as a true and accurate record proposed Cllr Greenacre, Seconded Cllr Grimmer. All in Favour.

4. MATTERS ARISING

There were no matters arising.

5. HIGHWAY MATTERS

There was no update on any of the outstanding Highway issues that have been previously reported, including the repositioning of the sam2 speedsign on Stepshort.

6. ADMINISTRATION & FINANCIAL MATTERS

Cheque Number	Detail	Amount
BACS	Kate Ruddock salary (including 2021-22 backdated pay rise 99.84) 514.24 less tax 102.80	£411.44
BACS	Nina Dockerty wage	£99.75
BACS	HMRC Kate Ruddock tax	£102.80
BACS	Garden Guardian (1 st payment of 9) vat 108.29	£649.73
BACS	Nalc subscription	£269.94
BACS	K. Botwright (Belton with Browston PC Chair) half payment for mileage to Nalc meeting in Hemsby – Councillor Swan & The Clerk	£5.40
BACS	Dragon Security – CCTV Service (vat 22.00)	£132.00
	Total	£1,671.06

To propose payment for the sheet above Cllr Grimmer, seconded Cllr Greenacre. All in Favour.

The following items were agreed en bloc by all members:

- The Internal Auditor was confirmed as Mr Dennis Cooper.
- The Clerks 2021/22 backdated pay increase has been confirmed as 1.75%.
- Garden Guardian have signed and returned their new contract.

Proposed Cllr Swan, seconded Cllr Greenacre. All in Favour.

The Clerk reported following the meeting she and the Chairman attended with the County Officer at Hemsby, she also sat attended a demonstration run by the accounting firm scribe. Scribe offers various accounting packages that are purely designed to work with Parish and Town Councils. Within the main accounting package many reports are included, along with the cash book and annual vat submission. They also include budget to spend reports and year end reporting including the AGAR and explanation of differences. The subscription is based on the Councils annual precept, therefore the annual payment for Burgh Castle Parish Council would be £150.00.

It was agreed to wait until later in the year when the precept for 2023/24 will be set to decide whether to sign up to the Scribe accounting package.

The Chairman reported the Clerk had received the quote to repair the Village Hall CCTV equipment by Dragon Security, this being £265.22 plus vat. It was agreed the Parish Council would pay for the repair. Proposed Cllr Swan, seconded Cllr Grimmer. All in Favour.

Some issues have been raised with Garden Guardian such as the gate not having been closed after the contractor had finished the grass cutting, and cut grass having been left around the burial ground and Church triangle. Garden Guardian have clarified the grass cutting at the Triangle is not in the contract but they will continue to trim this area. If the Parish Council require for the path and the monuments in the burial ground to be swept this can be done, however there would be an extra charge for this. After some discussion it was agreed this would not be necessary.

The Chairman reported he had attended the recent Parish Liaison Meeting at GYBC. During the meeting it was confirmed there will be a review into the Concurrent Function Grant, paperwork will be sent to the Clerk in due course – it is possible this funding could be lost, the chairman had asked that if this is the case any loss be spread over say 3 years.

7. PLANNING

06/22/0189/HH Somari, Marsh Lane Roof conversion & demolition of garage, new side extension

It was agreed to object to the planning application above. The proposed development would not be in keeping with other dwellings in this area of the village, neighbouring properties being single storey. It is disappointing that some of the paperwork had not been loaded onto the portal in time to submit comments.

06/22/0111/F Browston Hall, Browston Green Redevelopment of southern part of site for 30 luxury lodges

06/22/0249/LB 06/22/0110/F Browston Hall, Browston Green

Redevelopment of Browston Hall and Eastern part to include 50 luxury holiday lodges

It was agreed to endorse en bloc all objections made by Belton with Browston Parish Council for the above applications.

Planning applications refused:

BA/2022/0004/FUL - Crows Farm, High Road Convert an existing building to a residential dwelling for farm worker

Planning applications approved:

BA/2022/0039/FUL - Lucy's Cottage, The Dell, Butt Lane Land based solar panel array
06/21/0926/A - Car Park, Burgh Castle Roman Fort, Butt Lane Erection of nonilluminated sign
06/21/0925/F - Car Park, Burgh Castle Roman Fort, Butt Lane 1no pay machine, ANPR camera

The Chairman reported a retrospective planning application is expected shortly which will be for a change of use of a field off Mill Road which is being used as a pre booked, secure dog walking field.

Members of the public reported that there had been incidents recently of dogs being attacked by other dogs when being walked along Porters Loke and by the river. This would provide local people with a safe and secure area to exercise their dogs. The planning application is in the process of being completed, access to the site will be addressed.

8. LITTER COLLECTION

This item was discussed earlier within the public section.

9. BACK LANE FLY TIPPING

This item was discussed earlier within the public section.

10. NCC PARISH PARTNERSHIP SCHEME

NCC have confirmed they will fund 50% towards the Butt Lane grass verge restoration between the village sign & layby totalling £650.

13. DATE OF NEXT MEETING & AGENDA ITEMS

The Annual Parish Meeting will commence at 7.30pm and will be followed by the Annual Parish Council Meeting commencing at 7.45pm, on Monday 9th May 2022.

With no further business the meeting was closed at 8.15pm