

Burgh Castle Parish Council

Chairman: Brian Swan

Vice Chair: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 13th June 2022 held at Burgh Castle Village Hall

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

The public section commenced 7.30pm

PUBLIC SECTION

The Chairman confirmed the Parish Council have not been notified as to whether the land opposite the Nursery on Mill Road has been sold or if any new planning application has been submitted.

The main meeting commenced at 7.32pm

1. APOLOGIES FOR ABSENCE

An apology for absence had been received from Cllr Titterington, to accept the apology proposed Cllr Greenacre, 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 – Village Hall & Burgh Castle Playing field Committee

3. MINUTES FROM LAST MEETING

The minutes from the meeting held on 9th May 2022 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record proposed Cllr Grimmer, seconded Cllr Carter. All in Favour.

4. MATTERS ARISING

There were no matters arising.

5. HIGHWAY MATTERS

SAM2

A reply has been received from Paul Sellick stating yes the SAM2 speed sign on Stepshort can be repositioned. Therefore it was agreed to install the SAM2 to the post outside Jon Jo's on Stepshort, It was agreed to ask the caretakers if they are able to move the brackets to the new location, if not the Chairman will ask Mr Porter to do so.

Meeting with NCC Highways Engineer

The Chairman reported he had attended a meeting with County Cllr Smith and Paul Sellick to discuss a number of outstanding issues in the village.

It was agreed the High Road/Mill Road surface will need to be replaced, various pot holes are due to be repaired, however no timescale was given to indicate when this would be. The Cherry Tree Corner works will be undertaken.

County Cllr Smith reported after attending the meeting with the Highways Engineer there has been no further update on the items discussed during the meeting, however Mr Sellick did confirm that the Cherry Tree corner works will be completed this autumn, Councillor Smith will attempt to get some more updates.

Village Entrance Signs

The Chairman reported the three new village signs have been installed, it was generally agreed the new signs look very good.

The sign located at Stepshort has been installed correctly however the Market Road sign should have been sited on the east side past Eastles Farm, (on the left). The sign on Lords Lane is too high, and is on the wrong side of the road, it needs to be nearer to Hall Farm.

6. FINANCIAL MATTERS

Cheque Number	Detail	Amount
BACS	Kate Ruddock salary 414.40 less tax 83.00	£331.40
BACS	Nina Dockerty wage	£99.75
BACS	HMRC Kate Ruddock tax	£83.00
BACS	Garden Guardian (3rd payment of 9) vat 108.29	£649.73
BACS	K. Ruddock – Refund for ink and paper	£34.00
BACS	Norfolk Archaeological Trust – annual maintenance grant	£200.00
BACS	B. Swan – refund for bedding plants	£38.99
	Total	£1,436.87

Income from Burial Ground this month £140.00

Bank Balance after June payments

Premium Account £19,840.19

Community Account £ 25.00

To approve the payments on the sheet above proposed Cllr Greenacre, seconded Cllr Carter. All in Favour. It was agreed to approve the current standing orders and financial regulations for the coming year.

7. PLANNING

06/22/0384/F 3 Coronation Terrace, Butt Lane Self contained annex

It was agreed to object to the planning above. The dwelling is located outside of the development area, to connect all the new services will mean Butt Lane will have to be closed, the proposed changes will not be in keeping with other properties in the area.

However if the application is approved the Parish Council would like the following conditions added to: the annex is not to be sold as a separate dwelling away from the main property, and it must not be used as an Airbnb property, it must remain strictly for use by the family only.

(There were no concerns with the request for a dormer window at the rear of the main building)

Applications Approved:

06/22/0189/HH Somari, Marsh Lane, Burgh Castle Roof conversion & side extension

FUL/2021/0010: Welcome Pit, Butt Lane, Burgh Castle & FUL/2019/0040: Northern Extension to Welcome Pit, Butt Lane, Burgh Castle (With conditions including improved entrance, lighting issues & removal from site of some trades)

Burgh Castle Marina

Cllr Greenacre reported there is now a major problem with a number of caravans on the park which have duplicated numbers. When the site was created the residential area was numbered 1 to 12 Burgh Castle Marina. The Kingfisher Holiday Park have purchased the site for new holiday caravans, and have now duplicated the addresses also calling some 1 to 12 Burgh Castle Marina. This is already causing a great amount of problems not only for deliveries and utility services but also for the emergency services.

It was agreed the holiday accommodation addresses need to be changed. and for the Clerk to arrange a meeting with the Manager of the Site, Parish Cllrs Swan, Greenacre and Borough Cllr Myers will attend the meeting.

Butt Lane Post Box

The Chairman reported after chasing Royal Mail again about the repositioning of the post box at the former Post Office site they have now updated stating it will take approximately another 12 weeks to do so, they are now waiting for the results from an underground services report.

8. THE FORT CAR PARK

The Chairman reported the parking meters are now up and running. He had attended a meeting with Natalie Butler from the Norfolk Archaeological Trust and the Managing Director of Napier Parking. During the meeting the question was asked how many of the annual permits had been released, as it is known they had sold on the first day (6th June). The answer to this being they could not disclose this information due to it being confidential.

There is already a problem with vehicles being parked on the Church Triangle and the grass verge, noticeably less have been parked in the car park since the 6th June. It is thought that only 10 – 20 permits had been sold which is completely inadequate. It was agreed to send a letter to the Norfolk Archaeological Trust emphasising the need for more permits to be made available for local people to purchase.

It was agreed the Parish Council will have to decide when setting the 2023/24 precept whether to continue to include the maintenance grant to the Trust.

9. BACK LANE FLY TIPPING

The Chairman reported the following update had been received from Matthew Burgess at GYBC concerning the waste which has been fly tipped on land on Back Road.

‘The Environmental Agency have supplied an update. The landowner has been in contact and explained how the site came to be in the condition it is, he is now working on the site to remove the waste and hopes to have it cleared within 6 months.

When the EA reviewed the situation, they decided that they do not really have any evidence of the landowner committing an offence i.e. disposing of waste illegally by burning or burying, as we only saw signs of one previous fire and a small amount of broken asbestos on site. So, although there was and still is a large amount of waste, the EA do not consider this to be large-scale, serious, organised illegal dumping or consider there to be an immediate threat to human health or the environment. They believe this is simply a case of a landowner dealing with a large amount of fly-tipped waste which accumulated during the pandemic.

Therefore the EA haven't served a cease and desist letter requiring clearance by a given deadline. Instead they have provided advice and guidance on the responsibilities of a landowner, their waste duty of care and how to dispose of the waste legally.’

10. BURIAL GROUND

Sweeping of Graves

The Clerk reported a reply has been received from Garden Guardian concerning the sweeping of graves. It says sweeping of graves would be a problem. You can gently blow the worst off but this doesn't work if it is wet, and this is currently being done. A second option could be to spend time removing ornaments off each grave and then to hand brush each one, however we do not have enough time on the round to do this.

The Clerk confirmed she had not received any complaints from members of the public concerning the condition of the burial ground after the grass had been cut. Therefore it was generally agreed nothing further needs to be done about this matter.

Memorial Plaques on seats

The Chairman reported an enquiry has been made as to whether a memorial plaque could be purchased and added onto one of the seats in the Burial Ground. It was agreed plaques can be added to the seats in the Burial Ground, subject to availability. It is thought each bench may be able to accommodate 6 plaques.

County Cllr Smith reported GYBC charge £227 for a plaque to be installed on a bench for a period of 10 years. After this time the payment is then renewed or the plaque is removed. Members agreed to operate a similar system

11. POLICE

The new Beat Officer for the Southern Villages is PC Mark Saggars who has now replaced PC Natalie Simmons. PC Saggars has stated he is looking to try to hold the occasional Parish surgery at the Village Hall when possible.

12. APPRASAILS 2022

It was agreed Cllrs Grimmer and Griffiths will undertake the annual employee appraisals on Monday 4th July, 1pm at Burgh Castle Village Hall.

13. TIME AND DATE OF NEXT MEETING & ITEMS FOR THE AGENDA

The next meeting Monday 11th July 2022, 7.30pm at Burgh Castle Village Hall.

With no further business the meeting was closed at 8.21pm