

Burgh Castle Parish Council

Chairman: Brian Swan

Vice Chair: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 13th February 2023 held at Burgh Castle Village Hall

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

The public section commenced at 7.30pm

PUBLIC SECTION

No. 5 Bus Service

Borough Cllr Myers reported NCC have agreed to variations to the No 5 bus service to enable students to get to Lynn Grove High School which has now become a catchment school for students that reside in Belton. The revised timetable is to commence from the 13th March and will only run during term times. Cllr Greenacre stated the new reverse route will not have and bus stops, elderly members of the public will struggle to get on and off the bus at the new locations. If Lynn Grove is now a catchment school NCC should be providing a new dedicated school service, not changing an existing public service. Borough Cllr Myers confirmed he will be making this point to NCC, Cllr Swan confirmed he will send a copy of the email that has already been sent to ENTUA which outlines all the issues relating to this change.

Local Elections - Changes to Voting System

Borough Cllr Myers reported the most significant change when voting in the May local elections is that photo ID will have to be provided to be able to vote. Passports, driving license and bus passes will all be excepted. For those that do not have any of those a verification certificate can be obtained online. No changes have been made to the postal voting system.

Planning

Mr Stone, agent for planning applications 06/22/1031/F, Burghwell Lodge, Market Road Conversion of three barns into 3no. 5 bedroom dwelling and 06/23/0029/PAD Breydon View, Market Road Convert agricultural building to 2no. Dwellings was present at the meeting to discuss and take questions on the applications.

Mr Stone confirmed the entrance to both sites will remain the same, however improvements to the existing access will be made.

With no further business the public section was closed and the main meeting commenced at 7.47pm

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. DECLARATIONS OF INTEREST

Cllr 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

Cllrs Griffiths & Titterington - 06/22/1031/F Burghwell Lodge

Cllr Carter - FUL/2022/0072 Folkes Plant & Aggregates

3. MINUTES FROM LAST MEETING

The minutes from the meeting held on 12th December 2022 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 Griffiths. All in Favour.

4. MATTERS ARISING

Cllr Grimmer reported there has again been another incident of flooding at 8.30am on the 13th February on the field where the Porters Loke pumping station is located. Toilets in local properties were also backed up, Anglian Water have been contacted however have stated it may take up to 24 hours for an officer to attend the site but no one has been out as yet. On previous occasions the reason for this occurring has been put down to excess rainfall however on this occasion there has not been any rain for approximately two weeks. It was agreed for the Clerk to report this matter to Anglian Water.

5. HIGHWAY MATTERS

The Following items are to be reported to NCC:

- Roman Fort Boardwalk – Protective edging strips have curled or are missing and need replacing/repairing.
- Lords Lane/ Mill Road - Road surface is cracked.
- Butt Lane/ Mill Road junction – Pot hole opposite the junction and Threeways.

Cllr Hogg reported the pot hole on Market Road opposite Market Road (before the junction) has been repaired.

The Chairman reported the PPS funded improvement to the grass verge on Butt Lane are due to commence on the 13th March, and Paul Sellick is looking into the possibility of installing new signage for the Back Lane link road.

Cllr Grimmer confirmed he will undertake the maintenance to the bench located next to the village sign. It was agreed the materials needed will be paid for by the Parish Council.

6. FINANCIAL MATTERS

January payment sheet

Cheque Number	Detail	Amount
BACS	Kate Ruddock salary 463.36 plus December CLT 28.96, less tax 98.40	£393.92
BACS	Nina Dockerty wage	£99.75
BACS	HMRC Kate Ruddock tax	£98.40
	Total	£592.07

February payment sheet

Cheque Number	Detail	Amount
BACS	Kate Ruddock salary 463.36, less tax 92.60	£370.76
BACS	Nina Dockerty wage	£99.75
BACS	HMRC Kate Ruddock tax	£92.60
BACS	Burgh Castle Village Hall – Meeting Hire	£147.00

BACS	Burgh Castle Village Hall – annual maintenance grant	£1,000.00
BACS	K. Ruddock – Jan, Feb, March tele/broadband & stationary 36.49	£66.49
BACS	C E Porter – repairs to bench	£225.60
	Total	£2,002.20

Premium Account Balance £17,784.48

Community Account Balance £ 25.00

To propose the above sheets for payment Cllr Griffiths, seconded Cllr Carter. All in Favour.

7. PLANNING

Planning Comments already submitted to GYBC:

06/23/0039/HH Burghwell Lodge, Market Road First floor extension & alterations to house. It was agreed to submit no objections subject to neighbours comments for the above application.

06/23/0010/TRE Oaktree Cottage, Mill Road Works to tree T1 & T2 Oak
It was agreed to submit no objections subject to neighbours comments for the above application.

06/22/0777/VCF Land adj Hilldrop Farmhouse, Butt Lane. Variation conditions 2 & 3 of pp 06/20/0606/F
It was agreed to submit no objections subject to neighbours comments for the above application.

06/23/0007/F 6 Coronation Terrace, Butt Lane conversion of rear garage to family annex
It was agreed to object to the above planning application. The Parish Council were totally against the original approved application for use as garage workshop office and the withdrawn application for holiday use. Why has the reason for need changed so many times in such a short period, first for Garage/office/workshop then for Holiday let (withdrawn) and now for family use? The proposed development is totally unsuitable for residential use so far back, it is outside the development area and is backfill. The only access to the proposed annex would be from the main property

The following discussed at the meeting

BA/2023/0040/FUL The Lodge, Church Farm, Church Road
Demolition of existing property & construction of 2 storey dwelling & garage
It was agreed to object to the above planning application. Any new dwelling should remain as a single storey dwelling. The proposed two storey dwelling will overlook the neighbouring properties, over development of the plot.

FUL/2022/0072 Folkes Plant & Aggregates, Welcome Pit, Butt Lane
Erection of 8no. Storage bays for storage of inert recycled materials & unprocessed inert waste
It was agreed by majority to submit no objections subject to neighbours comments for the above application with the condition that there is no increase to the quantities of the recycled and inert waste.
Cllr Hogg raised an objection to the application, concern being there may be intensification at the site activity.

06/22/1031/F Burghwell Lodge, Market Road Conversion of three barns into 3no. 5 bedroom dwellings

It was agreed to submit no objections subject to neighbours comments for the above application. However concerns were raised due to the development being outside the Borough wide plan, and about the location of the new dwellings, a lack of infrastructure in the area. If the application is approved the new dwellings must be built on the current foot print, and the Parish Council would like to see a pedestrian refuge included within the development.

06/23/0029/PAD Breydon View, Market Road Convert agricultural building to 2no. dwellings

It was agreed to submit no objections subject to neighbours comments for the above application. However, concerns were raised due to the development being outside the Borough wide plan, and about the location of the new dwellings, a lack of infrastructure in the area. If the application is approved the new dwellings must be built on the current foot print, and the Parish Council would like to see a pedestrian refuge included within the development.

It was agreed Folkes will be contacted if works to the entrance of the site are not started by the beginning of March, this condition was part of the planning permission which has been granted. It was reported the company have installed a solar panelled flashing speed sign on Butt Lane, but unfortunately it has had to be returned to the suppliers due to not working properly.

8. GYBC EMERGING LOCAL PLAN

After some discussion it was agreed to submit the following comments to be included within the consultation:

GYBC - Emerging New LOCAL PLAN Call for development sites

Burgh Castle Parish Council objects to all development in the village except from very small pockets of residential properties development where infrastructure and services are already in place.

The roads are not wide or strong enough for commercial development. The village is already over developed with holiday/caravan/mobile home sites.

S92 Back Lane / High Road

Object to any development:

Outside development area, village roads cannot sustain any further traffic, no footpaths, distance from services. General issue with overloading of facilities such as doctor / dentist/schools. Back Lane is also unsuitable for any further vehicle use.

S96 High Road Centre

Object to any development:

Outside development area, village roads cannot sustain any further traffic, no footpaths, distance from services. General issue with overloading of facilities such as doctor / dentist/schools. Totally unsuitable location to put a 'finger' of housing back into a field. Access to High Road is dangerous

S91 Corner High Road / Butt Lane

Object to any development:

Outside development area, village roads cannot sustain any further traffic, no footpaths, distance from services. General issue with overloading of facilities such as doctor / dentist/schools. Village does not want mixed use, certainly no more holiday use, roads will not sustain more goods vehicles for commercial use. This particular site should be left open due to its location being so close to the Roman Fort (possible artifacts/items buried). It would also result in the loss of Grade 1 agricultural land.

S90 Butt Lane, north of Coronation Terrace

Object to any development:

Outside development area, village roads cannot sustain any further traffic, no footpaths, distance from services. General issue with overloading of facilities such as doctor / dentist/schools.

S65 Butt Lane - West side Next to Fort land

Object to any development:

Outside development area, village roads cannot sustain any further traffic, no footpaths, distance from services. General issue with overloading of facilities such as doctor / dentist/schools. This particular site should be left open due to its location being so close to the Roman Fort (possible artifacts/items buried). Village Does not want Mixed use, certainly no more holiday use and roads will not sustain more goods vehicles for commercial use

S15 Dovedale, Butt Lane

Object to any development:

Outside development area, village roads cannot sustain any further traffic, no footpaths, distance from services. General issue with overloading of facilities such as doctor / dentist/schools.

However, the Parish Council are aware the site already has outline planning permission.

S29 Adjacent Three Ways Butt Lane

Object to any development:

Outside development area, village roads cannot sustain any further traffic, no footpaths, distance from services. General issue with overloading of facilities such as doctor / dentist/schools. Access to this site is unsuitable and the land is high next to adjoining properties. There is also no access shown for this site.

9. NEIGHBOURHOOD PLAN

The Chairman reported currently no new meeting dates have been set for the steering group. To date 190 completed questionnaires have been returned which is a very positive response, please can Cllrs encourage as many residents as possible to complete them.

It was agreed to pay the Clerk an additional one hour per month to act as secretary and treasurer for the Neighbourhood Plan Steering Group. The total of 3 hours a meeting is being equally split between each Parish Council.

10. BURIAL GROUND

Refunds for Prepaid Plots

The Clerk reported she had been contacted by a couple that some time ago paid for a double plot in the burial ground. Since having made that arrangement the couple have moved away to be close to family and they now no longer require the plot which has been paid for and have requested a refund.

After some discussion it was agreed that payment for this plot will be refunded in full, however a clause will be added into paperwork for any newly purchased plots stating any plots to be refunded will be subject to a 10% administration fee.

Cost of replacement Seat:

The Chairman reported it will cost approximately £600 to replace the old bench. It was agreed by all members not to go ahead and purchase a new bench for the time being. Cllr Greenacre suggested the Parish Council could instead remove some of the dead shrubs near to the benches at the sides end of the burial ground which would make that area a nicer spot to sit.

Moles:

It was agreed for the Chairman to instruct the pest controller to look at the site as there are again a great amount of mole hills in the burial ground.

Compound Gate:

Cllr Hogg confirmed he will take a look at the gate to the burial ground skip compound as the Chairman reported there have been problems when trying to open and close it.

Memorial Plaque

It was agreed for the Parish Council to purchase a memorial plaque which will be dedicated to the late Mr Kenny Saunders (£40.00 to be contributed by the Village Hall/Playing Field committees as previously agreed). The Chairman reported this had been agreed by the Parish Council a number of years ago, however arrangements had not been made to get to purchase the plaque. Proposed Cllr Greenacre, seconded Cllr Griffiths. All in Favour.

The Chairman confirmed he will obtain a price and will speak to a member of the family to agree the wording.

11. BUS SERVICE

This item was discussed during the public section.

12. ENTRANCE TO THE ROMAN FORT

It was agreed to send a letter to the Norfolk Archaeological Trust about the condition of the entrance to the Roman Fort car park with attached photos showing the flooded area after heavy rainfall.

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

The next meeting will on Monday 13th March, 7.30pm at Burgh Castle Village Hall.

The APM & APCM will be on Monday 15th May.

The Chairman added the Clerk has already circulated to all members paperwork concerning the Parish Council elections. Applicants will need to arrange a time to meet with a member of the elections team to have their papers checked. All nomination papers must be submitted to GYBC between 27th March and no later than the 4th April.

With no further business the meeting was closed at 8.57pm