

Burgh Castle Parish Council

Chairman: Brian Swan

Vice Chair: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 11th December 2023 held at Burgh Castle Village Hall

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

The meeting commenced at 7.30pm

Public Section

- Borough Cllr Carpenter confirmed the Crows Farm corner will be resurfaced on the 18/19 December, the potholes on Market Road will also be repaired at the same time. County Cllr Smith is looking into how the bus service will run in the village during the two day road closure.
- The Chairman stated he had reported to NCC Highways that there is a large dangerous pot hole that is need of being repaired on Mill Road near to “Valhalla”, the whole manhole surround is missing.
- It was reported Highways have now coned off another large pot hole on Market Road near Eastles Farm.
- Two members from Castle Farm Countyside Classroom were present at the meeting to give members a brief outline concerning the alternative education provision they provide in Gillingham & now also Burgh Castle and to ask for permission for their students to perform litter picking in the Burgh Castle area. The representatives reported they teach young people to respect their natural environment and have previously had great success with litter picking and removing 2 tons of litter from Fritton Woods for which they received a Green at Heart Award from South Norfolk Council.

Cllr Greenacre confirmed as Church Warden and Trustee of the Playing field Committee the group has permission from both the Church and the Trustees to litter pick and undertake weed control in both the Churchyard and the playing field.

It was agreed by all members for the group to also have permission to undertake this work in the Burial Ground which is owned by the Parish Council. Concerning the Roman Fort site, they would need to contact Natalie Butler at the Norfolk Archaeological Trust to obtain permission.

Cllr Greenacre added the group would also be able to use the Village Halls litter pick equipment, Borough Cllr Carpenter confirmed he would also be able to supply some equipment. Cllr Titterington added he felt this was a great scheme not only for the children undertaking within the group, but also for the local community.

With no further business the public section was closed and main meeting commenced at 7.45pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr Grimmer and County Cllr Smith. To accept the apologies proposed Cllr Greenacre, seconded Cllr Titterington. All in Favour.

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

3. MINUTES FROM LAST MEETING

The minutes from the meeting held on 13th November 2023 had been circulated to all members

prior to the meeting. With three amendments made to accept the minutes as a true and accurate record proposed Cllr Greenacre, seconded Cllr Carter. All in Favour.

4. MATTERS ARISING

There were no matter arising.

5. HIGHWAY MATTERS

- It was agreed by all members to accept the kind offer from Mr Nigel Farley to maintain the flowerbeds at the village sign on a voluntary basis from Spring planting 2024.
- It was reported the boulders on the grass verge next to the entrance of the Roman Fort have been reported to the GYBC Environmental Rangers who in turn have passed the matter onto NCC Highways Dept.
- It was reported there is another pot hole along with cracks in the road have appeared at the Mill Rd/Stepshort/Butt Lane junction.

6. VILLAGE FLOODING

There had not been any further update from County Cllr Smith concerning the village flooding at the current time.

7. VILLAGE LITTER PICKING

It was agreed to permit the Castle Farm Countyside Classroom permission to litter pick in the village as per the discussion in the public section.

8. PLANNING

Applications Approved:

06/23/0606/CU The Old Farmhouse, Hall Farm, Lords Lane Change of use C3 dwelling to C2 residential institution for short term supported accommodation

06/23/0451/TRE Oaklands, Butt Lane TPO 1 of 2007, oak tree crown and lift canopy

Applications Refused:

06/22/0338/CU 12 Acres site (land adj Hatchery) Mill Rd Retrospective application change of use from grazing paddock to secure dog walking paddock

Applications Withdrawn:

06/23/0721/LB The Old Farmhouse, Hall Farm, Lords Lane Installation of fire door to facilitate change of use

9. FINANCIAL MATTERS

	Detail	Amount
BACS	Kate Ruddock December salary = £504.00 less 100.80	£403.20
BACS	Nina Dockerty wage	£109.41
BACS	HMRC Kate Ruddock tax	£100.80
BACS	Garden Guardian (9 th Payment of 9) (vat £119.11)	£714.67
BACS	B. Swan – refund for telephone Barclays call £7.44	£7.44
BACS	D. R Gardening & Landscape (vat 145.00)	£870.00
	Total	£2,205.52

Bank Balance after December payments:

Lloyds Current Acc	£ 10,025.00
Lloyds Instant Access Acc	£ 7832.34
Barclays Premium Acc	£ 25.04
Barclays Community Acc	£ 25.00

	£17,907.38

Payments into account: £50 Barclays Bank £30 Lloyds Bank (both compensation for errors)

The Chairman reported the £10,000 is in the process of being invested by Lloyds, once completed the start date will be backdated to the date they were notified, the investment will mature in February 2025.

The Clerk confirmed the relevant transfer of funds will be made from the instant access account into the current account to ensure the £10,000 is in the account ahead of the investment.

To propose the above financial items enblock Cllr Greenacre, seconded Cllr Hogg. All in Favour. Barclays accounts to remain open for the time being in case of any payments being received, Councillors Swan, Griffiths & Titterington have on-line access to Lloyds and Councillor Swan to Barclays (Councillor Griffiths still has log-on issues with Barclays). The Clerk has working access to all accounts.

10. 2024/25 PARISH PRECEPT

The Chairman reported the Clerk had circulated to all members a copy of the draft 2024/25 parish precept prior to the meeting. Due to the open spaces element of the concurrent function grant having been cut by GYBC this years precept includes an increase from last year of 30%. This equates to an increase of £5.59 per band D property for the year.

To propose to accept the 2024/25 precept Cllr Griffiths, seconded Cllr Hogg. All in Favour.

11. ROMAN FORT

Following the last Parish Council meeting the Clerk had received a request from Natalie Butler, from the Norfolk Archaeological Trust, to arrange a meeting with Parish Councillor to discuss possible sources of funding that the Trust could apply for to help fund the repairs and maintenance needed at the site.

It was agreed to invite Natalie to either the January or February Parish Council meeting so this can be discussed.

12. BUSES

The Chairman reported the Clerk had received a holding reply after the latest correspondence had been sent to NCC concerning the bus service.

13. NEIGHBOURHOOD PLAN

It was reported the public consultation has now commenced. The Regulation 14 Plan and supporting documents can be viewed on the Parish Council website, and a hard copy will be available at the halls during the drop in sessions. The link to complete the survey can also be accessed on the Parish Council website.

14 TIME AND DATE OF NEXT MEETING & ITEMS FOR THE AGENDA

The next meeting will on Monday 8th January, 7.30pm at Burgh Castle Village Hall.

With no further business the meeting was closed at 8.20pm