

Burgh Castle Parish Council

Chairman: Brian Swan

Vice Chair: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 11th March 2024 held at Burgh Castle Village Hall

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

The meeting commenced at 7.30pm

Public Section

A member of the public was present at the meeting to ask for an update on an issue previously raised concerning Back Lane. The issue of vehicles speeding along the lane had been reported and it was suggested the installation of horse riding warning signs or a 20MPH speed reduction could help slow down vehicles, however this was discussed a number of months ago and no progress has been made. The member of public added Back Lane is generally in a poor condition which has been made worse by the number of large lorries using it delivering building materials. There are now some very large pot holes and also areas of the Lane are often flooded after heavy rainfall. It was agreed for the Clerk to contact County Cllr Smith and Borough Cllr Carpenter to obtain an update on the installation of the new signage. The Chairman and Cllr Greenacre confirmed they will also take a look at the general condition of Back Lane.

With no further business the public section was closed and main meeting commenced at 7.38pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr Titterington and Borough Cllr Carpenter. To accept the apologies proposed Cllr Greenacre, seconded Cllr Carter. 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 12th February 2024 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 Griffiths. All in Favour.

4. MATTERS ARISING

- It was agreed to ask County Cllr Smith to add Stepshort to the list of roads in the village when the gullies are due to be cleaned.
- The Clerk reported there are three places available on the Nalc training session which is being held by Belton with Browston Parish Council on Tuesday 26th March at 7pm at New Road Centre. It was agreed for the Clerk to pass the details onto Cllr Titterington who had previously expressed an interest in attending the session, other councillors to contact the clerk if able to attend.
- The Chairman reported the Neighbourhood Plan Steering Group had met last month and discussed the feedback received from the public consultation. CCP are now in the process of producing the final plan which will then be sent to GYBC.

5. HIGHWAY MATTERS

There were no updates on previously reported matters and no new issues raised.

6. BLOCKED DYKE

Cllr Greenacre reported the property owners of “Shandara” had been clearing their land off Mill Lane, they have managed to clear the dykes as far as to the neighbouring property “Amaroo”. Another neighbour has stated they are concerned their land is becoming increasingly wet and the dyke located on their property seems to be becoming blocked. It had also been reported it is thought some concrete pads have been sited on the land at Amaroo.

It was therefore agreed for the Clerk to report these issues to both the Enforcement Officer at GYBC and the Internal Drainage Board so they can investigate both complaints.

7. GREAT YARMOUTH BOROUGH COUNCIL – LOCAL PLAN

The Clerk confirmed the Parish Council Engagement Workshop is being held on Wednesday 10th April, 7pm at the Town Hall. The Chairman and Cllrs Griffiths, Titterington or Greenacre will attend the workshop as three places are available per Parish Council.

8. PLANNING

BA/2024/0096/FUL Windale, Back Lane Proposed annexe in detached outbuilding.
It was agreed to submit no objections subject to neighbours comments for the above application with the conditions the annexe remains within the curtilage of the property and must not be sold in the future as a separate dwelling.

Tree Preservation Orders Updated by the Broads Authority:

BA/2024/0004/TPO	Land at Porters Loke, Butt Lane	TPO Granted
BA/2017/0002/TPO	The Lodge, Church Farm	Revoked TPO
BA/2009/0023/TPO	Land rear to Castle Villa, Church Road	Revoked TPO replaced by
BA/2018/0013/TPO		

The following comments had been submitted to GYBC prior to the meeting due to the stated deadline. Cllr Greenacre abstained from agreeing to submit the comments.

Cherry Tree Holiday Park – Variation to Licensing Application

Burgh Castle Parish Council strongly objects to the premises licence being extended.

Any intensification of activities at Cherry Tree Holiday Park that will increase noise and light pollution, coupled with possible extra late night traffic movement, and reduction of security that may allow unrestricted movement into the park's activities should not be allowed.

There is enough noise pollution in the summer from this location, outdoor music until 11pm would be a nuisance to neighbouring residents and depending on the prevailing wind could be extremely noisy, it also may encourage anti-social behaviour. A 2.00am indoor license would be much the same, encouraging people to drink until much later in the evening/early hours of the morning, which again could lead to anti-social behaviour. Some of the other holiday parks owned by the company may already have extended licenses such Vauxhall Holiday Park, however they are located in different parts of the borough and are not set in a village like Burgh Castle where the Cherry Tree Holiday Park is located.

There is also concern an extension to the licence may allow them to hold events out of the main holiday season, which could result in a large amount of additional transient weekend traffic which may extend the season. If these events were to be staged they could attract a large number of people who have no affinity to the area. All late night events should be specifically restricted to 'residents'

of Cherry Tree site and exclude use by residents from any other Parkdene sites to prevent late night travel and disturbance

It was agreed to inform the Enforcement Officer at GYBC that the dog walking field off Mill Lane is continuing to be used even though change of use planning permission was refused.

9. FINANCIAL MATTERS

Cheque Number	Detail	Amount
BACS	Kate Ruddock December salary = £504.00 plus 1 hour Neighbourhood Plan Steering group meeting 20/02/24 15.75 = 519.75 less tax 104	£415.75
BACS	Nina Dockerty wage	£109.41
BACS	HMRC Kate Ruddock tax	£104.00
BACS	K. Ruddock - broadband tele Oct, Nov, Dec 2023	£30.00
BACS	Amazon – ink cartridges (vat 4.00)	£23.98
	Total	£683.14

Bank Balance after March payments:

Lloyds Current Acc	£ 5,077.41
Lloyds Instant Access Acc	£ 25.00
Lloyds Investment	£10,000.00
Barclays Premium Acc	£ 25.04
Barclays Community Acc	£ 25.00

	£15,152.45

Propose to pay the above sheet Cllr Grimmer, seconded Cllr Griffiths. All in Favour.

The Chairman added the Clerk will be contacting Lloyds bank again as they have still not changed the bank mandate giving the Clerk dual access to the online accounts.

Agreed that the Barclays accounts can be closed once the next precept is paid to Lloyds in April. GYBC have also given a brief explanation concerning the calculation they use to determine the Council Tax base rate for each Parish. The base rate had significantly dropped for Burgh Castle in 2024-25.

10. INTERNAL CONTROL OFFICER REPORT

Cllr Greenacre reported she had met with the Clerk to check a random a number of invoices against the payment sheet entries and bank statements. No problems had been found with any of the payments, all records were in good order.

11. NEW VILLAGE DEFIBRILLATOR

The Chairman confirmed both Folkes and Burgh Castle Chinese have stated they would give permission for a new defibrillator to be added to the outside of their property.

Folkes have agreed to arrange for the defibrillator to be connected to the electric supply and will provide the posts if they are needed for the installation.

Cllr Greenacre proposed to site the new defibrillator outside Folkes site, seconded Cllr Carter. All in Favour.

It was agreed for the Clerk to obtain an up to date price from Heart 2 Heart Norfolk for a new defibrillator and cabinet, plus replacement battery and pads costs.

12. BURIAL GROUND

Due to their being a number of mother day visitors when an inspection was it was agreed to defer this item until the next meeting.

13. BUSES

The Chairman reported a reply had been received from an officer at NCC concerning the First Bus number 5 service. The service is currently being reviewed along with a number of other routes following the opening of the Herring Bridge in Great Yarmouth and 'Bus Service Improvement Plan' funding, therefore the Parish Council should receive an update shortly on any possible changes to the service from May 2024.

14. COMMEMORATIVE TREE PLAQUE

The Clerk reported the following quotations had been received:

Engraphics Steel Plaque finished in black £122.87

Global Signs Steel or brass plaque £97.50

Global Signs Black traffolite plaque £49.50

Cllr Greenacre proposed to purchase a brass plaque from Global Signs for £97.50, seconded Cllr Carter. Cllr Hogg proposed to purchase a steel plaque from Global Signs for £97.50, seconded Cllr Grimmer. With four Cllrs opting for the steel plaque and two Cllrs opting for a brass plaque, it was agreed the Clerk shall place an order for a steel tree plaque from Global Signs.

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

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

With no further business the meeting was closed at 8.20pm