

BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Tuesday 18th September 2018 at 7.30 pm, St. Mary's Church, Burston

Present:

Nigel Frankland	Chair
Alison Wakeham	Vice-Chair
Lindsey Bilston	
Keith Cowley	
Jim Rudd	
Christine Stevens	
Ann Baker	Clerk to the Council
Members of the public:	Co. Cllr. Spratt, 1 resident

75. **Apologies** – Dist. Cllr. Stone - accepted

76. **Declarations of Interest regarding items on the agenda** - Cllr Wakeham planning

77. **Adjournment of the meeting for public participation, Co. & Dist. Cllrs reports:** -

Co. Cllr. Spratt - stated the he supports the way the Parish Council has reacted to BOAT issue, along with the support from locals and promises of funding; the Long Stratton roundabout/Hempnall crossroads will commence in autumn 2019 and the by-pass on NCC's agenda; Cllr. Cowley thanked Co. Cllr. Spratt for acting as referee for the Norfolk Communities Fund, the grant application had been submitted;

A resident expressed concerns regarding the cutting of Crown Green - Anglia Water have left some stone on it which could cause damage if caught in the machine – were the Parish Council able to cover this type of liability on their insurance? The Chair responded that all volunteers who carried out work for the Parish Council were covered

Regarding the Memorial Stone on the Playing Field – he and other residents felt that the names of soldiers deserved to be mentioned. The Chair responded that permissions were required to do so, which would take considerable time in tracing relatives, the phrasing chosen reflects those who gave their lives along with those who served.

78. **Approval of the minutes of the Parish Council meeting held on 17th July 2018** – the minutes were adopted as a true and accurate record. It was resolved to approve the minutes, proposed Cllr. Rudd, seconded by Cllr. Stevens, all in favour

79. **Matters Arising from the minutes not on the agenda** – as listed

Item 65 – the bus shelter - a date will be arranged to look at this; all the benches have been completed. **NF/KC**

Cllr. Stevens raised the question of litter at the liaison meeting – the Hospital will look into it - **CS**

80. **Correspondence as listed on the attached schedule:** – noted

81. **Planning – to consider planning applications received for consultation which have been received prior to the meeting & which members have been previously advised:**

81.1 - Planning Application 2018/1571 - 3 The Driftway, Pug Street, Shimpling – erection of two storey extension - resolved to approve, submitted prior to this meeting

81.2 - Planning Application 2018/1595 - Land adjacent to Dunroamin, Diss Road, Burston – erection of 1 x 4 bed dwellings & double garage - it was resolved to approve this with conditions – the size of the dwelling and garage dwarfs the site with over development of the site, the sites lines are unsafe, flooding conditions during extreme weather and the dwelling is **Clerk**

within the current Conservation Area

81.3 - Planning Application 2018/1817 - Discharge of Conditions, Land to North of Old Hall Farm – discharge of conditions 5 & 8 - resolved to approve

Clerk

81.4 - Planning Application 2018/1695 - The Black Barn, Gissing Road, Burston – detached single storey bedroom annexe - this is within the curtilage of the main dwelling, to be an annexe it should be linked, SNC have sent for further clarification. It was considered that as a self-contained building a condition should stipulate that it is not sold separately; it was resolved not to comment

81.5 - Planning Application 2018/2049 - Sty View, Station Road, Burston – demolition of two redundant pig units buildings and erection of a new cattery – this would use the same footprint as the demolished building, it is an expansion to the business - creating an position for a young person managing/learning on the whole job;, allows for flexibility with clients, the building is not visible from the road; it was resolved to support the proposal Cllr. Bilson proposed, Cllr. Cowley seconded, all agreed

81.6 - Receipt of Consultees reports of Planning Decisions made by SNC:

Planning Application 2018/0983 – Crown Inn, Crown Green, Burston – approved with conditions 17.07.18

Planning Application 2018/1571 – 3 The Driftway, Pug Street, Shimpling – approved with conditions 17.08.18

Planning Application 2018/1817 – Land to North of Old Hall Farm, Long Lane, Burston – discharge of conditions, details approved 14.09.18

82.

Finance - Approval of statement of accounts and payment report as distributed at the meeting:

82.1 - payments & receipts - the accounts are still reasonable at present, there has been a small amount of interest on the Asset Account; It was resolved to approve the payments and receipts, proposed Cllr. Stevens, seconded Cllr. Rudd, all in favour

Schedule of Payments for Approval

BACs/ Cheques	Paid To:	Payments for June 2018
PO 50	RH & K Cowley	Oak timbers for repairs to benches
PO 51	A. Baker	August salary
PO 52	Norse	Grounds maintenance
PO 53	N. Frankland	Materials for painting
PO 54	Came & Co	Renewal of Insurance
PO 55	RBL	Donation, s.137
PO 56	Burston PCC	Hire of Church
PO 57	LCPAS	Training session for A. Wakeham & A. Baker
PO 58	A. Baker	September salary

82.2 - Insurance renewal - the Clerk is waiting for an adjustment in figures and removal of the changing rooms from the schedule - it was resolved to approve a cost up to this figure, proposed Cllr. Wakeham, seconded Cllr. Stevens, all agreed;

Clerk

Mowing of Church Green, following further discussion it was agreed that a list of people who volunteer in the community would be drawn up – Cllrs. Frankland and Wakeham will provide a list at the next meeting

NF/AW

82.3 - Donation to the RBL - it was resolved to approve a donation of £50, proposed Cllr. Cowley, seconded Cllr. Rudd, agreed by all

Clerk

83. Highways & Footpaths -

83.1 - Highways - Cllr. Rudd stated there was not much to report at present, a meeting is arranged for 28th Sept., - any issues please let Cllr. Rudd know:-

- o end of Back Lane corners have deteriorated from lorry use;
- o Bridge outside the Retreat please raise – this is not a bridge but a culvert, it requires all rubbish being removed to allow a larger amount of water to pass through – Cllr. Rudd will ask the question of R. West;
- o The surface is still uneven down to Audley End;
- o Catys Yard – looks as though gullies cleared but still flooding, this will be mentioned;
- o highway posts are approximately £14 each, Cllr. Frankland will let Cllr. Rudd have details to see if a bulk order can be purchased;
- o the 10mph speed limits need to be removed/collected

Cllr. Frankland offered his apologies for the meeting on the 28th Sept. and thanked Cllr. Rudd for his report

83.2 - Footpaths report - Cllr. Stevens reported no issues to date, the fields have been cut; Market Lane path has been ploughed a little close

83.3 - Shimpling BOAT – Cllr. Frankland reported that money to £4,000 has been raised; it appears that NCC are back pedalling, if one person states it's a right of way, when majority object who live in, are disturbed by noise throughout day and night, this would seem to be reason enough to keep it as it remains;

Cllr. Frankland will keep all Councillors members informed, Co. Cllr. Spratt and Co. Cllr. Wilby are both involved; the 4x4's and trees/environment are the Parish Council's concerns.

83.4 - Shimpling Church Path – Cllr. Stevens feels this issue has been concluded – the Church Conservation Trust has applied for rights for the public to go down to the Church, although it is unmarked on the map, it appears it cannot be marked on definitive way map. Cllr. Stevens, would they be prepared to designate it as Church way & footpath

CS

Cllr. Frankland extended thanks to Cllr. Stevens

84. **Playing Field:**

KC

84.1 - BMX signage – Cllr. Cowley reported that the sign the sign is up, acknowledging all contributors

84.2 - Repairs to the shed – Cllr. Cowley reported that these have been completed – painted and re-felted

84.3 - Fencing to the play area - Cllr. Cowley reported he has submitted six grant applications, along with documentation, the position will be reviewed once replies have been received

84.4. - Memorial garden sign – quotes received (Dissigns & Town & Country), the merits of each were discussed - it was resolved to choose the aluminium signs from Dissigns, proposed Cllr. Frankland, seconded Cllr. Rudd, all agreed

Memorial Stone – discussion ranged around the possibility that names may have been missed off, there are lists at both of the Churches – 11 at Burston Church, 12 at Shimpling Church, permissions would need to be sought from all the families, it may be difficult to trace all families and some may be untraceable, the size of stone would be need much larger too. It was resolved that the plaque would remain with the wording proposed

- o Possible event – it was agreed to have small team to plan an unveiling, to invite a group of older members of community, possible poetry reading, reading out of those who gave their lives, along with the involvement of the School – Cllrs. Cowley, Bilston and Stevens agreed to liaise

KC/LB/
CS

84.5 - Repairs to the climbing wall – Cllr. Cowley reported a that a quote had been received from Hags for over £1,000, still waiting for FLP to supply quote

84.6 - Goal Posts - following discussion it was agreed to put up the old posts, dig holes, quote from Build Base for £54 for hole digger, a working party is required for a week-end, along with Keith Baxter's lifter. Keith will co-ordinate

KC

84.7 - Repairs to the benches - all completed in Burston, there remains one strut on a bench in Shimpling

84.8 - Footbridges - from the Playing Field onto the Gissing Road, the sleepers are in poor

- condition, there is no hand rail – Cllr. Cowley has priced the cost of a Kee Clamp for the hand rail, he suggests levelling the two sleepers. It was resolved to purchase the hand-rail, a working party to be arranged. KC
- Cllrs. Wakeham and Cowley have looked at the online mapping and skills are being acquired. The Chair thanked Cllr. Cowley for his hard work over the last months
- 85. Diss & District NP** - Cllr. Wakeham reported that independent chair had resigned, a new Chair is being sought; following the initial survey, along with housing supply changes it may be necessary for the parishes to decide these needs; suggested that links in neighbouring footpaths, cycle ways, open spaces and green corridors would be achievable targets; the infrastructure is beyond the remit of the NP; it would be useful for the Parish Council to consider the types of housing – density, numbers sites – Councillors were requested to send suggestions to Cllr. Wakeham All
Cllrs/
AW
- 86. Registration of Church Green** - Cllr. Frankland reported that the Land Registry had been in touch and various certificates were required, he will contact NCC to see if they can provide the necessary papers - certified copy of the enclosure; Cllr. Cowley had recently attended a course on Greens and Commons along with a power point presentation for the laptop
- 87. Report from the Events working party** - pre Strike School Rally BBQ - everyone that was there enjoyed themselves, band good, food good, unfortunately not many attended; it possibly requires a refresh format – perhaps an afternoon event; the Shimpling Carol Service will be held on 13th Dec. – Cllr. Frankland offered to update the service sheet, carols etc. in early November NF
- 88. Report from Speedwatch and SAMs2** – Cllr. Rudd stated that 36 reports had been submitted, 234 cars recorded – not all drivers were sent letters; he will look to revise the availability for a month to ease organization;
- o **SAMs 2** – a meeting with Tivetshall PC had been held, it was confirmed that the machine cannot be jointly owned, thus Tivetshall will be the named owners. The updated agreement had been circulated. It was resolved to approve the agreement, proposed Cllr. Wakeham, seconded Cllr. Cowley, all agreed; the two copies were signed by the Chair and Clerk, Clerk to forward to Tivetshall ; Clerk
- 89. Emergency Prepared plan** - nothing to report to date
- 90. Options relating to a Village Hall** - there are two options – a subcommittee to look at the feasibility, or to leave the status quo. There was much discussion - the need to raise huge sums, apathy within the community, amount of use, it may be beneficial to meet with other groups who have carried out such a project, to explore the interest within residents; it was agreed that a group should meet to explore the possible options and conduct a feasibility study Cllrs. Cowley, Rudd and Frankland agreed to meet and report back KC/JR/
NF
- 91. Strike School Rally** - the event went well, there are still some remains of clearing to be sorted
- 92. Assets and maintenance:**
- 92.1 - Burston Village sign - a rough estimate to re-painting had been given to Cllr. Wakeham £500/£600, it is estimate that it would probably last a further 10 years; it was agreed to request a formal quote.
 - 92.2 - Church Green flagpole - this requires a coat of white paint
 - 93.3 - Playing field hedge - note to Clerk to contact MR. Newby, it would be useful if he could look at the scrub area on Church Green and trim this back too Clerk
 - 94.4 - Church Green scrub - Clerk to ask Mr. Newby to take a look
 - 94.5 - Shimpling Churchyard and hedges - the hedge on west side has been done, the north, south and east sides now need to be done, along with the hedge behind Shimpling bench Clerk/
JC
 - 94.6 - Hedge by Shimpling bench - remind the Caretaker this needs attention
- 93. GNLP Reg.18 of additional sites within the Parish** – currently no comments can be made, the consultation should be available in late October.
- 94. SNC’s consultation on their Gambling Act Policy 2019** - renewal process around area, receipt of this was noted

95. **NCC's report on the North West Link Road consultation** – receipt of the report was noted

96. **Date of Next Meeting and Items for inclusion on the Agenda (not for discussion) Tuesday 27th November, at 7.30pm**

Agenda items: Website upgrade & IT, items for next year's budget headings, community events, caretaker's duties

Apologies - Cllr. Rudd

The Meeting closed at 9. 32pm

APPENDIX I – MINUTE 80

Email Correspondence

	Subject	From	Contents	Action
1.	Weekly Planning lists:	Cllrs/SNC	Decisions & new planning applications	fwd to All
2.	Weekly Digest	Rural Services Network	Weekly news around the country	Fwd. to All
3.	Weekly News	Community Action Norfolk	Weekly updates from CAN	Fwd to All
4.	NP Meeting	Diss TC	Agenda, minutes etc. for meeting	AW/JR
5.	Crime	Police	Monthly review	Fwd. to All
6.	Education	NCC	Review of small schools	
7.	National Planning	NALC	Revised edition of planning	Fwd. to All
8.	Parking issues	SNC	Residents parking issues	
9.	SAMs 2	TPC	Installation & operational agm	Fwd. to All
10.	Land registry n/letter	HM Land Registry	General info	Fwd. to NF/AW
11.	Insurance	Came & Co.	Docs. relating to PC ins.	Fwd. to all
12.	Training	LCPAS	Various courses for year	Fwd. to All
13.	NP workshops	SNC/Broadland	On going sessions	Fwd. to AW
14.	NW road link	NCC	Consultation on new link road	Fwd. to All
15.	Community News	Groundworks East	Community projects, support	Fwd to All
16.	NWT Talk	NWT	Talk at Gissing	Fwd. to All
17.	Monthly bulletin	Early Help Hub	Early help, children's services	Fwd to All
18.				
19.				
20.				
21.				

Schedule of Correspondence – not on the agenda Postal Correspondence –

	Subject	From	Contents	Action
22.	Church Green	NCC	Acknowledgement of the papers for Church Green	Still progressing
23.	Payments	NCC	Details of invoicing/payments	Clerk retained
24.				
25.				
26.				