

BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Tuesday 15th January 2019 at 7.30 pm, St. Mary's Church, Burston

Present:

Nigel Frankland	Chair
Alison Wakeham	Vice-Chair
Lindsey Bilston	
Keith Cowley	
Isobel Pugh	
Jim Rudd	
Christine Stevens	
Ann Baker	Clerk to the Council
Members of the public:	1 resident

118. Apologies – Co. Cllr. Spratt, Dist. Cllr. Stone, - accepted

119. Declarations of Interest regarding items on the Agenda - Cllrs. Cowley and Stevens – item 124.1 Planning Application for Plantation Farm

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

The Clerk reported that both the Co. Cllr. and the Dist. Cllr. had reported the new appointment of the Managing Director to the Broadland/South Norfolk Councils, that NCC were preparing their budgets, monies from the Government were being used to improve the pothole situation.

Resident – raised the issue of a deep potholes at the bus stop opposite the Crown Pub – Cllr. Rudd will report to Highways

JR

There is also an issue of lorries blocking the Audley End Road – there is a back-log beyond the concrete pad from as early as 6.30am, there is no safe passing and residents have diverted journey, an emergency vehicle would be unable to pass – realistically there is only space for a loader and one lorry – the Chair suggested taking a photo and complaining to the Police.

NF

121. Approval of the minutes of the Parish Council meeting held on 27th November 2018 – the minutes were adopted as a true and accurate record. It was resolved to approve the minutes, proposed Cllr. Stevens, seconded by Cllr. Wakeham, all in favour

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

122.1 (114.1) – Village sign on Church green – this will be painted as and when the weather permits – the first batch of materials have arrived so some preparation work will begin. It was noted that the designer of the sign, Martin Welch had died recently

122.2 (114.4) - Shimpling Church yard - an estimate for the work has been received and accepted

122.3 (114.) - Queen's Canopy – no further information had been received, it would appear that this is suited to the creation of large areas of trees

123. Correspondence as listed on the attached schedule: –

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

124.1 - Planning Application 2018/2598, 2018/2599, 2018/2600, 2018/2601 - Plantation Farm, Long Lane, Burston - extensions to existing poultry units - it is unclear why separate applications have been submitted - by separating it reducing the number of vehicle

movements; there are no existing lay-bys, ditches on either side of Long Lane are eroding, Mill Lane is beginning to lose its verge and ditch; with the building of the Managers house the control over the number of vehicles and times will grow; the lane is a classified 'Quiet Lane,' the width will only take a lorry not + bike, car, or pedestrian; routes across country to the site will be impacted; agree there is a need for expansion with conditions; it was agreed that a single set of comments would be drafted by Cllr. Wakeham and the Clerk - objecting on grounds of traffic movements, unsuitability of the route, safety, this will be circulated prior to sending

AW/
Clerk

124.2 - Planning Application 2018/2796 – Listed Building consent Red House, 1 Mill Road, Burston - installation of through floor lift – this will only effect the internal layout, allowing the resident to remain in own home – it was resolved to recommend approval, proposed Cllr. Wakeham, seconded Cllr. Bilston, all agreed

Clerk

124.3 - Planning Application 2018/2839 - Sub-division of garden at The Black Barn, Gissing Road, Burston - proposed one bedroom single storey dwelling - this is a division of the curtilage to comply with SNC request, it is already a shared drive – it was resolved to make no comment, Proposed Cllr. Wakeham, seconded Cllr. Cowley, all agreed

124.4 - Planning Application 2018/2793 - Listed Building consent - Market Farm, Market Lane, Burston - replacement of oak sole plate in living room with new - this will match the other room and blend correctly, it is keeping the building tidy - it was resolved to recommend approval, proposed Cllr. Wakeham, seconded Cllr. Cowley, all in favour

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

125.1 - payments & receipts - It was resolved to approve the payments and receipts, proposed Cllr. Wakeham , seconded Cllr. Stevens, all in favour

Schedule of Payments for Approval

BACs/ Cheques	Paid To:	Payments for December'18/January 2019
PO 76	N. Burrige	Shimpling Churchyard
PO 77/ 000010	P. Newby	Hedge cutting – playing field & Church Green
PO 78	SNC	Dog bins – outstanding difference
PO 79	Tivetshall Parish Council	SAMs machine
PO 80	HMRC	PAYE – 3 rd quarter (Oct.-Dec.'18)
PO 81	Burston PCC	Churchyard maintenance
PO 82	Dickleburgh & Rushall PC	Annual SLCC fees for Clerk
PO 83	A. Baker	Salary + Bullguard security

125.2 - Quarterly reconciliation - circulated for the end of Dec.'18 period, proposed Cllr. Pugh, seconded Cllr. Bilston, all agreed

125.3 - Approval of the Precept for Financial Year 2019 - 2020 - Band D properties was set at £54.50, raising £11,173.00, it was resolved to accept the precept, proposed Cllr. Pugh, seconded Cllr. Stevens, all in agreement

Clerk

125.4 - Approval of the Budget for the Financial Year 2019 - 2020 - this had been circulated earlier, the precept was raised by approximately 2%, which covers the day to day running costs of the Parish, it was resolved to approve the budget - proposed Cllr. Frankland, seconded Cllr. Pugh, all agreed. The Chair thanked Cllr. Wakeham for the preparation of the budget figures

126. Highways & Footpaths -

126.1 - Highways - Cllr. Rudd – reported that there will be a meeting arranged around the end of March, issues are being logged from Cllrs. and residents to raise with Mr. R. West

JR

126.2 - Footpaths report - Cllr. Stevens reported that an issues will be covered once the better weather arrives

126.3 - Shimpling BOAT – Cllr. Frankland reported that the matter is slowly progressing - a couple of important documents have been located – showing the decision on the appeal issued by the Secretary of State – both the documents specify it should be a BOAT, it was appreciated that it was unsuitable for traffic and NCC were directed to offer a traffic regulation order (TRO), which they didn’t at that stage; the legal department at NCC are now supporting this, the Green Lane Society are not going to object to the TRO. Cllr. Frankland will now send a Round Robin to those who expressed support, with details of the BACs details requesting the necessary funds or cheque to be sent to NCC; the situation will be assisted by a bevy of individual letters from residents supporting such a decision

NF

127. Playing Field:

127.1 - Fencing to the play area - Cllr. Cowley reported that the Geoffrey Watling Charity will provide a grant of £1,500 once the project is completed; Tesco bags projects have concluded and he is waiting to hear towards the end of January; both Adnams and the Norfolk Community Foundation have declined, the NPFA have not reached a decision as yet – Cllr. Frankland thanked him for his hard work

127.2 - Repairs to the climbing wall – Cllr. Cowley reported that the damaged part had been taken away to HAGs and is waiting to hear when it will be returned.

127.3 - Repairs to the swing - Cllr. Cowley reported that the quotes from Playscapes was £546.25, Eastern Play Services was £163.00 + £43 for 2nd bracket. It was resolved to offer the work to Eastern Play Services - proposed Cllr. Stevens, seconded Cllr. Pugh, all agreed

127.4 - Grass around trees in orchard – Cllr. Cowley reported that the Parish Council mower was unsuitable for the job. Quotes had been received for the work: Jim Ferrer £50.00 + strimming around the fruit trees, Alan Paige £30, but without strimming, discussion followed, it was resolved to trial AP for the year, on a six weeks basis

KC

NF/KC

127.5 – Fly-Tipping - there has been fly tipping on the site - chain link fencing, a builders bag near the low fence on the Playing field car park, along with four black bags at bottom of field. Cllrs. Cowley and Frankland will take a further look, the Clerk will contact SNC to see if they can remove it

KC/NF
/Clerk

127.6 – Removal of dog bin from near the children’s play area – it was suggested that the dog bin should be sited near to the pedestrian gate entrance onto field – once the weather improves.

128. Diss & District NP - Cllr. Wakeham reported that the meeting was cancelled due to ill health

129. Registration of Church Green - Cllr. Frankland reported the new fees had been sent with all the supporting documents, now waiting for further information

130. Report from the Events working party - a meeting is to be arranged for working party.

130.1 - Burston Strike School Rally - the Clerk has received a letter from Unite Union requesting use of Church Green on Sunday 1st September for the day. Clerk to confirm the date, request a risk assessment, noting the planting of the Christmas tree and the on-going refurbishment of the sign - is it possible they would consider increasing their donation; regarding the BBQ that is generally held on the Saturday evening, perhaps Mr. G. Dixon would be interested in organising this

NF

130.2 - Annual Litter Pick - a letter has been received from SNC with dates for the pick between the 1st Feb. and 31st May – this was discussed - it was suggested that perhaps the School might like to be involved – Cllr. Frankland will contact Mr. M. Carlyle, the new Head Teacher. It was agreed that Sat. 6th April would be the date for the Litter Pick. Clerk to notify SNC and make arrangements for the use of the equipment

Clerk

131. Report from Speedwatch and SAMs2: –

131.1 - Speedwatch - Cllr. Rudd reported that the co-ordinators have been on holiday, a summary of recent results had been circulated; regular sessions will commence this coming

week, along with a meeting to consider some additional sites – please contact JR
131.2 - SAMs 2 – Cllr. Cowley has covered the collection and installation of the machine, the memory stick will be handed over to Cllr. Wakeham to download the data at the end of the month; Cllrs. Rudd and Cowley will arrange the transfer to Tivetshall at the end of the month

JR

JR/KC

132. The Village Website - Cllr. Wakeham reported that a new site, with it's own email address for individual Councillors was possible - by creating a new site it could be modernised, made user friendly with more access for more people, possible use of a telephone app; Cllr. Wakeham was prepared to edit and move items, freshen up with new photos – following further discussion it was agreed that the project should be taken forward

AW

133. Parish Council Elections, May 2nd 2019 - the Clerk briefly outlined some of the key features - the need for all Councillors standing to complete an application form, which should be hand delivered to SNC, the current Council would resign on the 7th May and the new Councillors take up position following that; it is recommend that the current Council manage the Annual Parish Meeting before the election on the 2nd May (this is planned for 16th April) and that the Annual Parish Council Meeting must be held within fourteen days of being elected (this is planned for 21st May)

134. Date of Next Meeting and Items for inclusion on the Agenda (not for discussion) **Tuesday 19th March 2019, at 7.30pm**

Agenda items:

Apologies -

The Meeting closed at 9. 33pm

APPENDIX I – MINUTE 123

Schedule of Correspondence – not on the agenda 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	Fwd. AW/JR
5.	Crime	Police	Monthly review	Fwd. to All
6.	New account	Brewer's paints	New a/c details	30.11.18
7.	Donation	NARs	Appeal for donations	02.12.18
8.	Newsletter	C.A. B.	December newsletter	19.12.18
9.	Election invite	SNC	Invite for Cllrs. too attend a meeting	Fwd. to All (6.01.19)
10.	Winter weather	SNC	Information about winter weather	Fwd. to All (6.01.19)
11.	Funding	NCC	Early Childhood & Family services	14.01.19
12.	Insurance	Came & Co	Take-over by A. Gallagher	14.01.19
13.	Annual Litter Pick	SNC	Dates for SNC's annual litter pick	Fwd. to All (14.01.19)
14.	Spring Conference	NALC	Conference 14 th March '19	Fwd. to All (14.01.19)
15.	Parish Precept	SNC	Reminder to return figures	Fwd.to AW/NF(14.01)
16.	Litter Pick	SNC	Details, posters, confirmation of date	Fwd. to All (17.01.19)
17.				
18.				
19.				

Postal Correspondence –

	Subject	From	Contents	Action
20.	Church Green	Land Registry	All papers were returned + cheque	NF has re-applied
21.	Grant	Geoff. Watling Trust	Award of grant for the fencing at the Playing Field once work is completed	Clerk has acknowledged
22.	Strike School Rally	Unite Union	Request for the Rally for Sept.'19	Clerk to reply
23.				
24.				