

BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Monday 15th April 2013 at 7.30 p.m. at St Mary's Church, Burston

Present: Len Hobson Chair
Alison Wakeham
Christine Stevens
Terry King
Nigel Frankland
Keith Lankester

Pam Anderson Clerk to the Council

Cllr Keith Weeks and 1 resident attended for part of the meeting

Action

174. Apologies

174.1 No apologies were received.

175. Declarations of Interest

175.1 There were no declarations of interest.

176. Resolution to Adjourn the Meeting for Public Participation

176.1 Cllr Keith Weeks advised that he was a member of the Waveney Neighbourhood Board which had been supporting many community initiatives. The Board met 3 times a year and KW would keep the Parish Council apprised of when the next meeting would be held.

176.2 LH asked KW whether a response from South Norfolk Council would likely to be made on the Precept Referendums Bill. KW advised he had not heard of anything being considered at SNC.

The meeting was reconvened.

177. Minutes of the Parish Council Meeting of 11th March 2013

177.1 CS proposed and NF seconded that the minutes of the Parish Council Meeting of 11th March 2013 were adopted as a true and accurate record. which was agreed by all.

178. Matters Arising from the Minutes of the Parish Council Meeting of 11th March 2013

178.1 Item 168.1 – Playing Field Questionnaire. LH reported he had contacted BOCM Pauls who had agreed to print the questionnaire. LH thanked Kettill Lord for BOCM Pauls help with the printing.

178.2 Item 169.1 – Playing Field Annual Inspection. PA advised she would be contacting The Play Inspection Company to arrange the annual playing field equipment inspection.

Action**179. Correspondence (not separate agenda item)**

179.1 All correspondence received was noted as listed on the appendix attached to these minutes.

180. Planning

180.1 No planning applications or decisions had been received.

181. Accounts to Approve for Payment and Finance

181.1 Statement of Accounts. KL proposed and LH seconded approval of the statement of accounts as at 5th April 2013 and the payment of the following in accordance with the budget and as the approved schedule of payments presented at the meeting, which was agreed by all.

Chq. No.	Payee	Details
101357	P Anderson	Clerks Salary and Allowances 1 st -31 st Mar 2013
101358	HMRC	PAYE 4th Quarter
101359	S Monksfield	Village Caretaker 1st - 28th February 2013
101360	Berryman	Bottle bank rental charge March 2013
101361	Norfolk Assoc of Local Councils	Annual Subscription
101362	Norfolk Rural Community Council	Annual Subscription

183. End of Year Accounts

183.1 AW proposed and TK seconded approval of the end of year accounts. All were in agreement.

183.2 Receipt of the Annual Return documentation for 2012/13 was noted.

184. Subscription to Norfolk RCC

184.1 After consideration it was resolved to subscribe to Norfolk RCC on the Silver level of membership.

185. Burston Strike School Rally

185.1 It was noted that a request had been received from Unite for use of Church Green for the 2013 Strike School Rally. PA reported that Unite were asked for a donation for the use of Church Green for the 2012 rally and despite being told that a donation would be made, it had never been received. It was agreed that the rally was a good event for the village. It was resolved that PA would write to Unite agreeing to the use of Church Green for the 2013 rally, reminding Unite that a donation had been requested in 2012 and again suggesting that a donation be made for 2013.

PA**186. Highways – Highways Related Action List**

186.1 LH reported that he had been trying to arrange a meeting with BOCM Pauls and Gary Overland of NCC Highways to carry out an on site inspection. BOCM Pauls had responded but LH was still trying to contact Gary Overland. LH would continue to chase GO.

LH

Action**187. Playing Field**

- 187.1 NF reported that the questionnaires had been delivered and responses were now awaited. It was hoped to collect the questionnaire within the next week or two. TK advised he had spoken to Simon Monksfield regarding being involved on the sub-committee, on a voluntary basis. It was also noted that Clare Cowan, a Burston resident, had also expressed an interest in being involved on the sub-committee.

188. Footpaths

- 188.1 LH advised that he had spoken to KL regarding taking the lead on footpaths, which KL had agreed to do. KL would prepare a matrix on footpath issues on the same lines as the highways matrix produced by LH. TK advised that he had recently emailed Councillors, for information, on issues he had found on footpaths he had walked. LH requested that all footpath issues, and reports to NCC, go through KL. It was also noted that Campaign for Rural England made funds available for footpath work which could be followed up in the future.
- 188.2 It was noted that at Back Lane, BOAT 36, one of the temporary closure posts had been forcibly removed to allow access to vehicles. PA advised she had reported this vandalism to NCC through their online reporting facility and had been informed that this would be followed up by the appropriate officer on their return from leave.

KL/TK**189. Footpath Linking Burston and Shimpling**

- 189.1 NF had previously distributed a map showing a possible route for a permissive footpath linking Burston and Shimpling. The footpath would be subject to the agreement of the landowner, Sir Rupert Mann. NF was actioned to firm up the proposal and approach Sir Rupert Mann to see if he was agreeable. LH agreed to make an initial introduction of NF and AW to Sir Rupert Mann. It was noted that if this progressed it could be possible to involve Burston Hospital on the project.

**NF/AW
/LH****190. Diss Neighbourhood Development Plan**

- 190.1 After consideration it was resolved that TK would represent the Parish Council on the Diss Town Council working party. The working party would be asked to attend the next Parish Council meeting if possible to explain further.

191. Precept Referendums Bill

- 191.1 Details of the bill had been notified to the Parish Council by NALC. The bill required a referendum to be held if a precept increased by 2% or more. It was resolved that PA would write expressing the Council's objection to the bill using the NALC distributed document as the basis. PA would write to Richard Bacon MP, Eric Pickles, the Secretary of State for Communities and Local Government and the seven MPs who were presenting the bill.

PA**192. Parish Councillor Casual Vacancy**

- 192.1 LH confirmed that a letter had been received from Joao Vilanova-Smith withdrawing her interest in the current casual vacancy. PA reported that there had been no response to the article in the Planet. LH advised that there was now a need for Councillors to approach people in the Parish whom it was felt would make a good Parish Councillor.

Action

193. Annual Parish Meeting

193.1 The draft agenda which had been previously distributed was approved.

194. Date of the next Parish Council meeting and Agenda Items

194.1 The date of the next meeting would be Monday 13th May 2013 to be held at St Mary's Church, Burston. The Annual Parish Council Meeting would be held prior to the Parish Council Meeting, at 7.00 p.m.

Agenda Items for the next Parish Council Meeting

Feedback on Questionnaire from Playing Field sub-committee

Councillor Casual Vacancy

Highways Feedback

Footpath Feedback

Burston – Shimpling permissive path

The meeting closed at 8.50 p.m.

APPENDIX I – MINUTE 179.1**SCHEDULE OF CORRESPONDENCE – not on agenda**

	Subject	Received From	Contents
1.	Casual Vacancy	Joao Vilanova-Smith	Withdrawal of interest in casual vacancy
2.	Orbit Properties at Audley Close	Tracey Savory Neighbourhood Manager - Orbit	Letter reiterating contents of Barbara Aldridge's email previously received. (see below)
3.	NALC Annual Subscription	NALC	Subscription renewal for 2013/14
4.	Burston Churchyard Grant	Keith Baxter Treasurer Burston PCC	Receipt for churchyard grant
5.	Signpost	Norfolk RCC	March 2013 Newsletter and Subscription renewal
6.	Notice of Audit of Accounts for year ended 31/03/2013	Mazars	Annual Return for financial year
7.	Orbit Properties at Audley Close	Barbara Aldridge Neighbourhood Officer - Orbit	Introduction and outline of action taken
8.	Parish Partnerships	NCC and NALC	Roadshow on partnership working 18 th March 2013
9.	Planning Application 2013/0098	Sam Sample and Susan McCulloch	Copy of email to planning officers re submission of revised plan
10.	Planning Application 2013/0098	Sam Sample and Susan McCulloch	Request to lobby Planning Dept due to revised plan
11.	Weekly Update from NALC	NALC	Update including Better Broadband for Norfolk Info Sheet 10 and a One Year Review on Localism
12.	Two Consultations	South Norfolk Council	Consultations commencing 27.03.13 Development Management Policies Amended Site Specific
13.	Weekly Update from NALC	NALC	Update including Precept Referendums Bill LAIS 1350
14.	War Memorials	Tony Coxall – SNC	Heritage Lottery Funding for War memorial projects
15.	Café Cluster	Jane Scarrott, NALC	Details of Café Cluster at Long Stratton 9 th April 2013
16.	Parish Crime Statistics	Norfolk Police	Statistics for March 2013
17.	Temporary Road Closure	NCC	Notice of overnight closure of Audley End
18.	Weekly Update from NALC	NALC	Update including link for updated version of Openness and transparency on personal interests.