

BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Tuesday 17th May 2016 at 7.30 pm, St. Mary's Church, Burston

Present:

Nigel Frankland	Chairman
Alison Wakeham	Vice-Chairman
Christine Stevens	
Piers Bilston	
Lindsey Bilston	
Ann Baker	Clerk to the Council
Members of the public:	3 residents

Apologies

7. 7.1 - Apologies were received and accepted from Cllrs. Clare Cowan and Tom Grieve, Dist. Cllr. B. Stone, Co. Cllr. B. Spratt

8. Declarations of Interest

- 8.1 - There were no declarations of interest in items on the agenda

Resolution to Adjourn the Meeting for Public Participation

- 9.1 - Cllr. Frankland thanked the Parish Councillors for their support at the recent Annual Parish Meeting, which had trialled a new format – a social and productive evening
- 9.2 - A resident enquired as to the progress on the drainage of the Bmx track – currently the Clerk is waiting for information from Dist. Cllr. Stone, regarding a grant offer Clerk
- 9.3 - Speed stickers – this matter had been investigated, but it would seem unsuitable for a rural village
9. 9.4 - A resident enquired about the proposed Anglian Water Sewerage system – Cllr. Frankland responded that a presentation had been given to the Parish Council to explaining how and when things will happen. There will be a public meeting to ensure that all on the route of survey will be given opportunity to join the scheme
- 9.5 - Queens' birthday party – CATs along with four other groups from the villages have been preparing for the event on Sunday 12th June, 2pm – 4pm. There is to be a final meeting on Thurs. 19th May to finalise the jobs, the total income will match the grant from SNC of £400, there will be a variety of entertainment, competitions, tea etc. for residents NF

Meeting reconvened 7.50pm

Approval of the Minutes of the Annual Parish Meeting held on 26th April and the Parish Council Meeting held on 26th April 2016

10. 10.1 - Cllr. Stevens and Cllr. L. Bilston seconded that the minutes of the Parish Council meeting of 26th April 2016 were adopted as a true and accurate record which was agreed by all.

Matters Arising from the Minutes of the Council Meeting of 22nd March 2016

11. 11.1 - min.133.6 - PFAC will take a look at the shed to see if it is more sensible to demolish or repair, following Jamie Churchards concerns PB

12. Correspondence (not separate agenda item)

12. 1 - All correspondence received was noted as listed on the appendix attached to these

minutes

12.2 - Changes to bin collections were noted from 6th June 2016

12.3 - The closure of the railway crossing was noted

13. Planning:

13.1 - **Planning Application 2016/1037 – Shimpling Place Barn, Burston Rd, variation of Condition 2** This application makes the whole look symmetrical, the doors on the cart-bay, the change of a window to a door, along with the condition that it used as part of the house – were all noted. It was resolved to recommend that SNC approve the application – Cllr. Frankland proposed and Cllr. Wakeham seconded, all in favour

AW/AB

13.2 - **Planning Application 2016/1030 – Bridge Farm Barns, Low Rd. Tibenham – prior approval....change of use from agricultural to 2 dwelling.....** This is in the northern corner of the parish, there is a cluster of buildings in the immediate area. The Ecological Survey had raised a query about crested newts, so long as these concerns are followed through along with suitable habitats for owls, bats etc., it was resolved to recommend that SNC approve the application - proposed Cllr. Wakeham, seconded Cllr. Frankland, all in favour

AW/AB

13.3 - **Diss Neighbourhood Plan** - Cllr. Frankland and Cllr. Wakeham attended a meeting called by Diss Town Council for all adjoining parishes - there have been many problems with planning - the poor infrastructure for a site on Frenze Road, the shops behind the new pub, for example. At the meeting a presentation was made by Suffolk PC on an airfield site, a neighbourhood plan was used to support an appeal.

13.4 - Diss Town Council proposed to develop a Neighbourhood Plan as the developers may move towards using the smaller villages and it would be beneficial to support each other.

13.5 - It was agreed that as a Parish Council we would be prepared to submit a reply to Diss Town Council, Cllr. Wakeham offered to write this

AW

13.4 - **Receipt of consultees reports of planning decisions made by SNC: none**

Finance - Finance and approval of Payments

14.1 - **Statements of Accounts** – This has been produced due to transfer of monies to the Norwich and Peterborough Building Society, a residue of money has been left in the Community Account and the Reserve account until such times as it is decided to close all the accounts at Barclays Bank. Cllr. L. Bilston proposed and Cllr Stevens seconded approval of the statement of accounts as at 17th May 2016, which was agreed by all.

14.

14.2 - Approval of Payments, in accordance with the budget the approved schedule of payments presented at the meeting, listed below, were proposed by Cllr. Wakeham and seconded by Cllr. L. Bilston which was agreed by all.

Schedule of Payments for Approval

Cheque	Paid To:	Payment For April
BACs P1	NPFA	Annual subscription
BACs P2	Berryman	Bottlebank
448681	N. Frankland	Purchase of Tree – J. Atkinson
448682	T. Grieve	Engraving of Don Swanton Award
448683	J. Churchard	Caretaker
448684	Friends of Burston School	Marquee Hire & Catering – re-issue
BACs P7	A. Baker	Clerk

Clerk/
AW

14.3 - Renewal of National Playing Field Association membership - £20, it was agreed that it was a worthy group to be affiliated to, proposed Cllr. Frankland and seconded by Cllr. Wakeham, agreed by all.

Clerk/
AW

Review & approval of policies & documents for forth coming year

15.1 - Editorial policy – this policy had been amended in light of the change of editorial staff
15.2 - Classified advertisements – currently there were no charges, this may have to change, it was agreed that at the joint discretion of Chair and the Editor that payment could be accepted.

15. At some point the Mill could withdraw payment of printing costs and it would be necessary to have an option to charge. It was resolved to approve this change, proposed Cllr. L. Bilston, seconded Cllr. Stevens, all agreed

15.3 - To date, there are no changes to any other policies

Approval of the timetable for the forth coming year:

16.1 - Dates of the meetings for the next 12mths had been circulated, proposed to accept this

16. timetable Cllr. L. Bilston, seconded Cllr. P. Bilston, all agreed

16.2 - There are no changes to roles & responsibilities of Councillors

17. Highways

17.1 - **Highways report** – an email indicating the rehabilitation of a member returning to work, he will be undertake Gary Overland’s work, who is covering a pothole repair scheme.

AB/NF

17.2 - this may explain why mails to Gary Overland have not received a reply, regarding alleged encroachment, flooding etc, forward email to Simon

17.3 – **Village signs** – these would roughly be £400 for each sign. It would be useful to gauge parishioners’ views on this subject via the Parish Planet.

17.4 - **Heritage boards** – these are very badly perished, a quote has been received for £148.70 +VAT, mounted on the original posts.

PB

17.5 - this would be an opportunity to update the information, Cllr. Wakeham will translate the information into word, Cllr. Stevens will revamp the footpath section and review the art work. Cllr. Wakeham will circulate the information and wait for comments/amendments from Councillors.

AW/CS

17.6 - The money has been carried forward from budget to cover the cost of replacement of the boards.

18. Public Rights of Way

18.1 - Letters have been sent to all landowners to requesting they re-instate the PROW, all have done so – Cllr. Frankland commented on how effective the letters were. The footpaths around the fields might not be done so quickly

19. CATs BBQ on Crown Green, 3rd September 2016

19.1 - a risk assessment has been received by the Clerk. There would be a beer tent, music, food all for £5. It was agreed for this to go ahead, proposed Cllr. P. Bilston, seconded Cllr. Wakeham and all agreed

20. Speed Awareness stickers form NCC

20.1 - As a concept in an urban community this would remind drivers of speed, however it would not suit such an environment as Burston & Shimpling. It was resolved not to take the idea forward, proposed Cllr. L. Bilston, seconded Cllr. P. Bilston, agreed by all

21. Date of Next Meeting and items for inclusion on the agenda (not for discussion)

21.1 - **Tuesday 28th June, 7.00pm, at St. Mary’s Church, Burston**

21.2 - the Playing Field shed, the BMX track, Burston House Hospital, heritage board update

The meeting ended at 8.35pm

NB. The Dolverton Trust had been approached for funding for the shed, they would be unable to support such a grant. Clerk to send Brian Riches (at SNC) contact details to Cllr. P. Bilston
All Cllrs were issued with a memory stick containing all policies & a request for any further information that could be added

AB/PB

APPENDIX I – MINUTE 12

Schedule of Correspondence – not on the agenda Postal Correspondence – none

	Subject	From	Contents	Action
1.	Bottle Bank	Berryman	Invoice	Payment at May meeting
2.	New Bank Account	Norwich & Peterborough	Papers relating to the opening of the new account	Transfer some monies to the new account
3.	Railway crossing	NP Law/NCC	Confirmation of diversion of PROW crossing	To note the Order

Email Correspondence

	Subject	From	Contents	Action
4.	Weekly Updates –	Cllrs/NALC	Weekly info around the County	fwd to All
5.	Weekly Planning lists:	Cllrs/SNC	Decisions & new planning apps.	fwd to All
6.	Trading Standards	SNC	Market Fair – car boots etc	Fwd. NF/AW (26/4)
7.	Playing Fields	ActivPlaces Data Platform	Registering the playing field as PC asset	Fwd. NF (26/4)
8.	Glass Tonnage & invoice	Berryman	Glass tonnage for April	Fwd. AW (5/5 & 12/5)
9.	Footpath Conference	Dereham PC	Conference to consider action to be taken in conjunction with NCC	Fwd. NF/CS (28/4)
10.	Neighbourhood Plan	Diss TC	Further meeting to discuss NP	Fwd. AW/AB (28/4)New Planning
11.	Planning Resource	CPRE	Reference material for returning planning comments	Fwd. to All (5/5)
12.	Rubbish & Recycling	SNC	New procedures for collections	Fwd. to All (6/5)
13.	Silica/ sand review	NCC	Pre-submission doc. invite to comment	Fwd. to NF/Filed
14.	Advance notice of conference	NPFA	Conference in Oct. with various sessions to attend	Fwd. to All (11/5)
15.	Road Closure – Audley End railway	NCC	Closure for repair at end of May	Fwd. to All (12/5)
16.	Greater Norwich Local Plan Consultation	NCC	Info. for possible sites to build on	Fwd. to All (12/5)
17.	Newsletter	Parish On-line	April newsletter	Fwd. to AW/TG/CS (13/5)
18.	Referendum Notice	SNC	Letter for notice boards	Fwd. to All (13/5)