

BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Tuesday 26th July 2016 at 7.30 pm, St. Mary's Church, Burston

Present:

Nigel Frankland	Chairman
Alison Wakeham	Vice-Chairman
Ann Baker	Clerk to the Council
Members of the public:	Dist. Cllr. B. Stone, 3 parishioners

Apologies

- 38.1 - Apologies were received and accepted from Cllrs. Grieve, Cowan, Piers Bilston & Lindsey Bilston - approved

39. Declarations of Interest

39.1 - There were no declarations of interest in items on the agenda - none

Resolution to Adjourn the Meeting for Public Participation

- 40.1 - Dist. Cllr. Stone - a monthly report had been received - the Boundary Review – there may be an increase in his total area, but there are no plans to combine Parish Councils; the Parish Council boundaries will be looked at later on in this review; Devolution update – the advice was not to complete the flier sent to each household; 3 district councils have declined the principle of devolution, however due to connectivity of the remaining councils the deal can continue; the elected Mayor will have this responsibility for the funding – he/she will be public front for the area, inviting investment for the region;
- 40.2 - Dist. Cllr. Stone answered questions from the floor – a review every five years will ensure the monies are being spent appropriately, a scrutiny committee will be appointed, the Mayor will present the budget to the combined authority for approval – checks & balances throughout Boundary Review – new boundaries are being considered but as yet nothing has been published, Parish Council boundaries review will come after 2019
- 40.2 - Thanks were extended to John for the great work completed on benches

Meeting reconvened 7.51pm

41. **Approval of the minutes of the meeting held on 26th June 2016** - Cllr. Wakeham proposed, Cllr. Frankland 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 28th June 2016

- 42.1 - min. 30.1 - Audley End – Highways & Network Rail were contacted regarding the issues, both have been addressed
- 42.2 - min. 30.3 - Market Lane – top dressing, Highways have noted this request
- 42.3 - min. 33 - Queen's Birthday Celebrations – all invoices have been received and paid

43. **Correspondence received, as listed on the attached schedule and which are not a separate agenda item**

44. Planning:

44.1 - **Planning Application 2016/ 1432 – West Wing, Shimpling Place, Burston Road, Shimpling - erection of a work shed** – as this is a listed building, permission is required, the workshop will improve the appearance of the garden Concerns were expressed by the Historic

AW/AB

Environment Officer, regarding the possibility of archaeological remains, providing that conditions are included to mitigate this, it was resolved to recommend that SNC approve the application, proposed Cllr. Wakeham, seconded Cllr. Stevens, all in favour

44.2 - Receipt of consultees reports of planning decisions made by SNC:

Planning Application 2016/1286 - Firbank, Station Road, Burston - demolition of existing double garage and erection of two storey extension, second storey over existing utility room at rear of property - **Approved with Conditions - 28th June 2016**

Finance - Finance and approval of Payments

44.1 - **Statements of Accounts** – these were read, monies from Barclays that were not cashed have been credited back to the Community account; the BACs facility is working well - it was proposed by Cllr. Frankland, seconded by Cllr. Wakeham that the statement of accounts as at

45. 26th July 2016 be approved, which was agreed by all.

44.2 - **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. Stevens, agreed by all.

Schedule of Payments for Approval

Cheque	Paid To:	Payment For July
BACs 19	LCPAS	Void cheq.101543 - training
BACs 20	Getmapping/Parish Online	Annual Subscription + user module
BACs 21	CATs	Queen’s Birthday event
BACs 22	Friends of Burston Church	Queens’ Birthday Event
BACs 23	J. Churchard	Caretaker
BACs 24	A. Baker	Clerk

Clerk

44.3 - Approval of the Quarterly Reconciliation of Accounts – it was resolved that the first quarterly reconciliation be approved, proposed by Cllr. Frankland, seconded Cllr. Stevens, agreed by all

44.4 - Parish Online/GetMapping Annual subscription and addition of a user management module. The annual subscription was approved in the previous financial year, the addition of the user module will enable up Councillors who wish to access the information. It was resolved to approve the fee, proposed Cllr. Wakeham, seconded Cllr. Stevens, all agreed

AW/AB

46. Highways:

45.1 - Highways - there have been no meetings to date, the next one is set for autumn. Simon Briggs is still in-post and investigating the concerns at Audley End and Market Lane; potholes have also been marked in the Parish for attention.

45.2 - Village signs and Heritage boards update – new signs - there has been no expression of interest; Heritage boards – the format has been circulated again by Cllr. Wakeham, adjustments have been made to the start of each item, along with additions of arrows, markers and PROW; A query was raised as the current boards are inaccurate would it be sensible to remove – Cllr. Wakeham to contact Jason at Signlines for advice

AW

47. Public Rights of Way:

47.1 - Cllr. Stevens reported that a few complaints had been received recently, both Sir Rupert and Alex Mann have been in touch, issues at end of Market Lane – Cllr. Stevens will alert Sir Rupert to this issue; it was noted that the end of Boudicca Way has been cut recently, along with a path through the crop to the A140. Most landowners had marked a way through crops, following the letter sent on behalf of the Council.

CS

47.2 - Registration of PROW by 2026 - Audley End near Highinfield House, the PROW is shown

as diagonally across the field, it runs around the field edge – farmer may need to adjust the paperwork to show this change to around the field edge

48. Playing Field:

48.1 - PFAC – currently chaired by Piers, who no longer wishes to continue in this role, Cllr. Frankland will enquire amongst the group after meeting with remaining Councillors

48.2 - Playing field shed – large shed needs to be removed; mower & strimmer will fit in smaller shed; the shed cannot be left in a half removed state, it should be taken down and removed altogether. It was agreed to investigate the possibility of advertising the shed on Gumtree or Freecycle or advertise in the local papers. The removal of shed will require it to be emptied and the equipment inside consolidated – line marker, mower, strimmer, large mower. The Clerk will ask Steve Crisp to value the large mower for re-sale value

49. Approval of use of Church Green and the risk assessment for the Burston Strike Rally - the assessment had recently been circulated following receipt from Miles Hubbard. It was resolved to approve both proposals, proposed Cllr. Wakeham, seconded Cllr. Stevens, all in favour

50. Formation of a Working party to determine the content of a possible Neighbourhood Plan - the next meeting of Diss Town Council with the other parishes has been set for 2nd Aug. in Diss - it would be useful to ensure that Burston and Shimpling have an outline as to what is relevant to our inhabitants, as the requirements of Diss may be at odds. Should the Mill ever close, there would be a brown field site available for building; the Call for Sites by SNC has resulted in a site for 15 affordable homes and 6 larger houses to be submitted, to date SNC have not accepted previous applications for this site; it would be useful to formulate some idea of what Burston and Shimpling requires/envisages for the future. It was proposed an article should be prepared for Parish Planet and the website, any questions or thoughts to be forwarded to Cllr. Wakeham

51. Details regarding the next Parish Planet - this is due for publication in September/October time, Cllr. Stevens will send out requests in the near future for material and articles. Both Cllrs. Stevens and Wakeham will work together on the formatting

52. Response to The Boundary Commission consultation – there is nothing on the website inviting comments, currently the parishes won't be split according to Dist. Cllr. Stone, with such limited scope it was agreed not to respond

53. Response to Devolution Proposal for Suffolk and Norfolk - Cllrs. were invited to respond individually as the nature of the form is personal rather than a group response. It was noted that the term Mayor was perhaps not the correct name choice.

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

54.1 - **Tuesday 20th September, 7.30pm, at St. Mary's Church, Burston**
Neighbourhood plan, preliminary budget, small increase by SLCC to Clerk's salary, removal of Church Green's charitable status

The meeting ended at 8.52pm

APPENDIX I – MINUTE 43

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

	Subject	From	Contents	Action
1.	Electoral Review	Local. Gov. Boundary Commission	Two letters, one to the PC + copy of the letter to SNC	Circulate & discuss at meeting on 26.07
2.				
3.				

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.	Weekly News	Community Action Norfolk	Weekly updates from CAN	Fwd to All
7.	Private pumping stations	Anglia Water	Request for residents with pumping stations	Fwd. to all (04/07)
8.	Flooding on Bridge Road	C.E. Mclean	Flooding resulting from severe rainfall, broken road edges etc.	NF/AW
9.	Parish Partnership	Linda McDermott/NCC	Letter for 2016/17 partnership bids	
10.	Devolution Consultation	LCPAS	Links to consultation	Fwd. to All (11/07, 20/07)
11.	Glass recycling	S. Dobson/NF/AW	Disposal of large amount of glass	Berryman's contacted
12.	Sign washing	A. Stebbings (NCC)	Payments for 2015/16 & 2016/17	Fwd. to AW (14/07)
13.	Flooding	J. Churchard	Flooding & photos	NF
14.	Recycling glass credits	S. Strike (NCC)	New forms for reclaiming	Fwd. AW
15.	Footpath complaint	Resident	Access along PROW	CS/NF
16.	PROW	H. Chester	Researching unregistered PROW	Fwd. CS/NF/TG/AW (20/07)
17.	Fly tipping at the Bottle bank	J. Webb (SNC)	Unwanted items at bottle bank + new notices	Fwd. to All (20/07)
18.	Renewal of Parish Online	GetMapping	Renewal + user module	Fwd. to AW (19/07)