

BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Tuesday 28th June 2016 at 7.30 pm, St. Mary's Church, Burston

Present:

Nigel Frankland	Chairman
Alison Wakeham	Vice-Chairman
Piers Bilston	
Lindsey Bilston	
Tom Grieve	
Ann Baker	Clerk to the Council
Members of the public:	Co. Cllr. B. Spratt

Apologies

22. 22.1 - Apologies were received and accepted from Cllrs. Clare Cowan, Christine Stevens and Dist. Cllr. B. Stone

23. Declarations of Interest

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

Resolution to Adjourn the Meeting for Public Participation

24.1 - Co. Cllr. Spratt - reported that a local author had a spread in the EDP - Terence Blacker; NCC discussions about devolution still on-going, affected by the disarray based around the recent poll to exit from Europe; roadside verges – to be cut from 11th July – safety concerns, signs are covered which makes them harder to read – which may generate more complaints;

24. budgets ok at present at NCC, but implications are unclear – the LEPs from Europe are important to our rural community.

There being no questions for Co. Cllr. Spratt he was thanked for attendance

24.2 – Dist. Cllr Stone' s report was read and noted

Meeting reconvened 7.45pm

Approval of the Minutes from the Annual Parish Meeting and the Parish Council Meeting held on 17th May 2016 – proposed Cllr. Wakeham, seconded Cllr. L. Bilston, that the minutes of the Annual Parish Meeting were adopted as a true and accurate record which was agreed by all.

25. 25.1 - Cllr. L. Bilston proposed, Cllr Wakeham seconded that the minutes of the Parish Council meeting of 17th May 2016 were adopted as a true and accurate record which was agreed by all.

Matters Arising from the Minutes of the Council Meeting of 17th May 2016

26. 26.1 - 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

Correspondence (not separate agenda item)

27. 27. 1 - All correspondence received was noted as listed on the appendix attached to these minutes

NB David Bracey to spell Shimpling correctly

28. Planning:

28.1 - **Planning Application 2016/1286 - Firbank, Station Road, Burston** - rear & side extension over existing single storey utility & garage with internal modifications - the

AW/AB

proposed work will be on same footprint, a reasonable extension similar to others in the vicinity. It was resolved to recommend that SNC to approve the application – proposed Cllr. Wakeham, seconded Cllr. Grieve, all agreed

28.2 - **Diss Neighbourhood Plan** - Cllrs. Frankland & Wakeham attended the meeting, since when nothing has happened. Cllr. Wakeham has left her name and address with Diss Town Council; Cllr. Wakeham requested that any areas of concern should be sent to her, as the village requirements may be very different to those of Diss

AW

28.3 - **Receipt of consultees reports of planning decisions made by SNC: Planning Application 2016/1030 – Bridge Farm Barns, Low Rd. Tibenham – prior approval....change of use from agricultural to 2 dwelling - Approved**

28.4 - **Planning Application 2016/0897 - Valley Farmhouse, Diss Road, Burston – replacement of 5 windows & rear door – Approved 20th May 2016**

Finance - Finance and approval of Payments

29.1 - **Statements of Accounts** – these were read, Cllr. Frankland proposed, Cllr. Grieve seconded approval of the statement of accounts as at 28th June 2016, which was agreed by all.

29.2 - **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. Grieve, agreed by all.

Schedule of Payments for Approval

Cheque	Paid To:	Payment For April
BACs P8	Treefellas	Tree work on the Playing Field
BACs P9	J. Churchar	Caretaker
BACs P10	Norse Eastern Ltd.	Maintenance of Playing field
P11 - 448685 -	Daphne Howlett	Internal Audit
BACs P12	Burston Chapel	Queen’s Birthday
BACs P13	FOBs	Queen’s Birthday
BACs P14	David Bracey	Annual Inspection of Play Equipment
BACs P15	Dickleburgh & Rushall PC	Training – planning, A. Wakeham
P16 - 448686	HMRC – PAYE – first quarter	Clerk
BACs P17	A. Baker	Clerk
BACs P18	J. Churchar	Caretaker

Clerk

29.3 - **Annual Audit report & completion of Section 2 Accounting Statements for 2015/16** – the internal audit was agreed and signed by Daphne Howlett, the completion of Section 2 was proposed by Cllr. Wakeham, seconded by Cllr. L. Bilston, all in favour

Clerk

30. Highways:

30.1 - Highways - Simon Briggs (at NCC) has been deluged with work; the potholes at Audley End – hot box repairs will not address the humps problem, the vegetation overhanging on both sides of the road obscures the warning lights following discussion to was agreed that a letter to Network Rail, copying in NCC and Highways was required; along with a letter to Highways – Gary Overland & Simon Briggs, indicating the unsafe nature of the road, the unfulfilled promises and possibility of residents contacting the Police;

Clerk/
NF

30.2 - A complaint about Gissing Rd. has been made about large lorries travelling to the Mill only to find it is the wrong road. This has been raised with Simon Briggs and the Mill copied in.

The Mill offered to pay for a sign, but NCC are minimising signage and were not in agreement; the onus has been put on companies to educate their drivers via a letter from Mill
 30.3 - Market Lane may be top dressed if the weather holds
 30.4 - Village signs - a piece was written for the Planet, responses still awaited
 30.5 - Heritage Boards – a draft-copy has been prepared – there is the same space as previously - Burston Chapel has updated their section; the Pub - a short passage from owners is anticipated; a new picture of Playing Field added; footpaths – noted on draft and that Boudicca Way is within the parish; original had walks marked out it may be useful to add in circular walks and links to points around the village; headings – may be incorporate into the text; should the text be adjusted for the audience – visitors or residents. The Chair thanked Cllr. Wakeham for the detailed work to date – agenda item July

AW

31. Public Rights of Way: the footpath near Cllr. Grieve’s has been weed-killed, a path has also been cut through the field; many of the paths are very wet, overgrown and muddy

32. Playing Field:

31.1 - status of the shed - the shed is beyond repair, Jamie Churchard is happy to dismantle and dispose of; there is no floor/hard standing for next one; large mower could be sold via EBay or J. Winterbottom or Steve Crisp - Clerk to let Cllr. Bilston have Steve Crisp’s contact details in order that the machine can be inspected and priced; the strimmer requires 10x8 shed, he also require a larger mower than small one which would solve mowing problems; costing for a shed range from £1,000 delivered, erected +hard standing – ‘Easy shed’ £1,100 incl. VAT., Orchard Timber Buildings £280 10x8. Following discussion it was agreed that the Council needed to know from Jamie exactly what he requires; **Action** - ask Saffron, SNC about grants that may help;

PB/LB/
Clerk

31.2 - the picnic benches from Burston House, Cllr. P. Bilston has replaced the screw that had fallen out, all the outside screws need replacement as they are not long enough for the job, Cllr. Bilston agreed to replace with appropriate screws

PB

31.3 - trees on the field – Treefellas had done a good job, the logs had been collected by residents, the shavings ready to supress the weeds around the trees; the silver birches at the top of the filed will be monitored

33. Queen’s Birthday Celebrations - the entire afternoon had been a great success - a crazy tournament for adult/child pairing was well received, a successful raffle, Magical Mark had been excellent – a range of people attended and various groups from round village contributed to success of event; report and photos were sent to SNC, there was a photo in the local paper – The Chair thanked all who contributed in whatever way.

34. SNC adoption of the Long Stratton Area Action Plan - receipt of plan noted

35. NCC’s Pre-Submission document regarding Norfolk Mineral Site Allocation - receipt of plan noted

36. Greater Norwich Local Plan Sustainability Scoping Report - receipt of paper noted

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

37.1 - **Tuesday 26th July , 7.30pm, at St. Mary’s Church, Burston**

Reminder to the Unite Union - last PC before the Rally is on Tues. 26th July - need risk assessment no later than that date

Clerk

The meeting ended at 9. 06 pm

APPENDIX I – MINUTE 26

Schedule of Correspondence – not on the agenda

Postal Correspondence – none

	Subject	From	Contents	Action
1.	First time Sewerage	Anglian Water Services Ltd	Protected species survey	None required
2.	Play equipment Spares	Fenland Online Playgrounds	catalogue	Available on request
3.	Display signs	Glasdon	catalogue	Available on request

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.	AGM	NPFA	Notice of annual meeting	Fwd to all (15/5)
8.	Road Closure	NCC	Closure of railway crossing at Audley End	Fwd. to all (21/5)
9.	Play inspection	David Bracey	Inspection of Play equipment	Fwd. to all (15/5 & 17/6)
10.	Local Plan	Greater Norwich	Notice of development of a new local plan	Fwd to all (17/5)
11.	Playing field maintenance	Norse Eastern	First 6mthly invoice	Fwd. AW/ NF (23/5)
12.	Bin Collections	SNC	Change of bin collection day	Fwd to all (18/5)
13.	Re-cycling credit	SNC	Credit from SNC for recycling	Fwd AW (18/5)
14.	Parish Partnership	NCC	Letter for 2017 partnership scheme	Fwd to all (3/6)
15.	Area Action Plan	SNC	Adoption of Long Stratton Plan	26 th May
16.	Mineral sites	NCC	Site Specific Allocation Consultation	3 rd June
17.	Scoping Appraisal	NCC	Greater Norwich Local Plan Sustainability Scoping	22 nd June
18.	Renewal of Parish Online	GetMapping	Renewal of annual subscription	Fwd. AW/TG/CS