

BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Tuesday 19th September 2017 at 7.30 pm, St. Mary's Church, Burston

Present:

Nigel Frankland	Chairman
Alison Wakeham	Vice-Chairman
Tom Grieve	
Jim Rudd	
Christine Stevens	
Ann Baker	Clerk to the Council
Members of the public:	K. Cowley, Paul, Co. Cllr. Spratt

58. Apologies – Cllrs. L. Bilston & J. Rudd, Dist. Cllr. Stone, Brian Norman - accepted

59. Co-option of Parish Councillor and signing of the Declaration of Acceptance of Office -

Cllr. Piers Bilston tendered his resignation, formal thanks have been sent from the Parish Council, a requesting memory stick to be returned will be made;

Mr. Keith Cowley expressed an interest in joining the Parish Council, the Clerk received a letter to this effect, as there were no other applicants, Cllr. Frankland proposed, Cllr.

Wakeham seconded and all agreed. Mr Cowley was welcomed to the Parish Council meeting, he signed the Declaration of Acceptance and received various papers, including a Declaration of Interests form from the Clerk and a memory stick with all the Policies and Procedures from Cllr. Wakeham

Clerk

60. Declarations of Interest regarding items on the agenda - Cllr. Wakeham declared an interest in item 66.2 Planning App. 2017/1614; Cllrs. Stevens & Cowley declared an interest in item 66.3 Planning Application 2017/1871

61. Resolution to Adjourn the Meeting for Public Participation

61.1 - no Co. Cllr. or Dist. Cllr.

61.2 - It was noted that the Caretaker's father passed away earlier in the day, a card of condolence to be sent

Clerk

61.3 - SLCC Autumn conference, in Diss – Clerk and Cllr. Wakeham to attend

Clerk

61.4 - Understanding Planning 2, Dickleburgh - Cllr. L. Bilston and Cllr. Wakeham will attend
Meeting reconvened at 7.42pm

62. Approval of the minutes of the Parish Council meeting held on Tues. 16th May:

62.1 - The minutes of the Parish Council meeting held on the 18th July 2017, at 7.30pm were adopted as a true and accurate record, proposed by Cllr. Stevens, seconded by Cllr. Wakeham which was agreed by all.

63. Matters Arising from the Minutes of the Annual Parish Council Meeting:

63.1 (38) - Goal Posts – these require an angle grinder to make the safe, Cllr. Rudd will attend to this matter, next time

63.2 (45.8) - Concrete blocks – these have now been removed

63.3 (49.3) - Highway Rangers – the Clerk has informed them of the actions required

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

64.1 - Annual Return and invoice received, information displayed on the noticeboards and on the website

64.2 - invitation to join the www.oil-club.co.uk – Clerk will pass onto the Chair

64.3 - Berry mans need to be chased as last glass been collected

Clerk

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

65.1 - the statement of accounts and payments report – proposed by Cllr. Wakeham, seconded by Cllr. Stevens, all agreed

Schedule of Payments for Approval

Cheque/BACs	Paid To:	Payments for July
P73	HMRC	PAYE quarter 1
P74	Clerk	Monthly salary
P75	Caretaker	Monthly salary
P76	Burston PCC	Hire of Church for last six meetings
Cheques/BACs	Paid to:	Payments for August
P77/448697	Land Registry	Burston Playing Field - Voided
P78/448698	Land Registry	Burston Playing Field
P79/448699	Land Registry	Burston Playing Field
Cheques/BACS	Paid to:	Payments for August/September
P80	Mazars	Annual Return fee
P81	EPS	Repairs to the climbing wall
P82	Caretaker	Salary
P83	Clerk	Salary
P84	Parish Online	Annual Subscription
P85	Came & Co	Annual Insurance – as yet to be paid
P86	Norse	Playing Field maintenance

Clerk

65.2 - Items for the Budget 2017-2018 - Councillors were requested to consider what and where adjustments were to be made and budget headings and send to Cllr. Wakeham

65.3 - Approval of Mazars Annual Return – no action required

65.4 - Information regarding new banking arrangements - Lloyds have been contacted and information, forms for completion will be arranged by telephone, in due course by the Clerk. Cllrs. Wakeham, Stevens, Grieve and Frankland to act as signatories

65.5 - Renewal of the Annual Insurance - Clerk will check the information, costs and circulate to all Councillors

Clerk

65.6 - Donation to the Royal British Legion - Remembrance Day wreath, it was resolved to make a donation of £50, proposed Cllr. Grieve, seconded Cllr. Cowley

65.7 - Donation to local youth groups were considered. The Youth Group at the Church have been recipients, but Jamie’s Gang, at the Chapel might also benefit from funding. Following discussion it was suggested that a figure of £150 be given to each. It was resolved to donate £150 to each group, proposed Cllr. Cowley, seconded Cllr. Grieve, all agreed.

Clerk

Clerk to liaise with Pastor Sam, note to Burston PCC

Clerk

66. Planning – Receipt and consideration of Planning Applications which have been received prior to the meeting and of which members had been previously advised:

66.1 - **Planning Application HP80/4/55470-** Section 19 Highways Act FP21 Diversion Order 2017 - to adjust the PROW around the property, Shimpling Hall Farm – all proper procedures were followed, the order has been received, the Order has been noted

66.2 - **Planning Application 2017/1614 – Shimpling Hall Farm** – proposed poultry unit – despite residents valid objections for the Parish Council these were not ‘planning’ concerns; All consultees have stated that the size of the proposed poultry unit does not meet the threshold, there will be a slight increase in vehicle movements, however SNC are pre-disposed to support diversification in agricultural industry; The Clerk in returning the reply to SNC expressed the concerns regarding flies, odour, animal rights, HGV’s, animal welfare and that appropriate conditions should be included prior to the decision to present at Full Committee; It was agreed that the Parish Council would speak at the Development Management meeting

NF/
Clerk

in October, good farmer, excellent treatments in place, ought to be formal conditions if the Gowings leave limiting it to eggs, adequate controls, water etc., acknowledge concerns. It was resolved that the Parish Council would speak, outlining a set of conditions, (as in the earlier comments to SNC), acknowledging the resident's concerns. It was also noted and put on record that the forum had been provided for discussion and no residents had shown.

Co. Cllr. Spratt arrived 8. 17 - he reported that preparation for the budget had begun, large amounts of money had been put into Children's Services, regarding the road work being carried out by Anglia Water, if damage happens at later date they will be responsible; the NDR will benefit residents of the parish along with the Long Stratton by-pass;

Meeting resumed 8.40

66.3 - Market Farm Barn enquiry from SNC for internal alterations

66.4 - **Planning Application 2017/1871, Old Hall Farm, Hall Road, Burston** - straw barn extension - this is a large barn next to another similar barn, there were no objections. It was resolved to recommend that SNC approve the application, proposed Cllr. Wakeham, seconded Cllr. Grieve, all in favour **Clerk**

67. Highways and Footpaths:

67.1 - Footpaths – a query raised regarding a path in the parish is one that is maintained by Sir Rupert. It was noted that a way marker also been removed. Cllr. Stevens will address these issues **CS**

67.2 - Highways updates: the group will meet later in the week; the road to Audley End has been closed By Anglia Water, Highways hope to take the opportunity to sort out the problems near the railway **NF/JR**

67.3 - Speed watch: eight members have volunteered, the process of completing forms and arranging training is in hand **JR**

67.4 - SAMs information and the Parish Partnership – the Vice Chair and Cllr. Rudd are investigating this **AW/JR**

68. Playing Field:

68.1 - BMX drainage project – estimate was 1,800, BS given £500, Adnams £520, Sport England £1, 300 - suggested, NF, JR, KC meet to organise finances and practicalities **NF/ JR/ KC**

68.2 - Annual Play Inspection - next week **Clerk**

68.3 - Land Registry - passed search stage, against predecessors, finding deeds next stage, Cllr. Rudd has deeds **NF**

68.4 - Dogs on the Playing Field - difficult to enforce by-law, sign indicating no dogs, facilities provided difficult to enforce; suggestion low fence around area – item for new budget **NF/ Clerk**

69. Diss & District Neighbourhood Plan: the area has been designated, the consultant is on board and has visited the villages, a lot of research has been undertaken, along with a work shop, the website is available for public engagement – there will be a stand in Diss to engage with public over the next few weekends and there will be consultation in the two villages **AW/JR**

70. Burston Sewerage project and the Anglian Water meeting - issues arising - changing road closures, incorrect signs, lorry jack-knifed – the problems are mounting. Anglia Water have been made aware **NF**

71. Shimpling Church yard - miscommunication, churchyard has now been cut, hedging around churchyard requires finishing along with tidying of cut grass and hedging **Clerk**

72. Emergency Preparedness Plan - Brian Norman been asked if he would like to take this task on, Clerk to check who can be Emergency co-ordinator under our insurance, agenda item Nov. **Clerk**

73. Burston Strike School Rally - the rally went well, problems that arose - buses from Thelveton, no maps issued, there were some problems at start of march – when assembling

marshals at head of road. There were plenty of marshals and the rubbish has been collected by SNC, the toilets have been removed;
The protest against the rally received by Sir Rupert and the query re the risk assessment were addressed; Miles Hubbard (Unite Union) had offered to come and discuss situation with residents but as much of this was resolved it now seems unnecessary

- 74. Receipt of Norfolk County Council's 'Norfolk Strategic Framework' - this was noted**
- 75. Receipt of the CPRE's 'Vision for Norfolk' - this was noted, along with information relating to the pledge**
- 76. Date of Next Meeting and items for inclusion on the agenda (not for discussion) - 21st November**
Agenda items – budgeting, sewage, emergency plan,
The meeting closed at 9. 28pm

APPENDIX I – MINUTE 64

Schedule of Correspondence – not on the agenda Postal Correspondence –

	Subject	From	Contents	Action
1.	Annual Return	Mazars	Report and invoice	To note & pay
2.				
3.				
4.				

Email Correspondence

	Subject	From	Contents	Action
5.	Weekly Planning lists:	Cllrs/SNC	Decisions & new planning applications	fwd to All
6.	Weekly Digest	Rural Services Network	Weekly news around the country	Fwd. to All
7.	Weekly News	Community Action Norfolk	Weekly updates from CAN	Fwd to All
8.	NP Meeting	Diss TC	Agenda, minutes etc. for meeting	Fwd. to all
9.	Planning	DRPC	Understanding Planning 2	Fwd. to All
10.	Training	NPTS	Training Courses	Fwd. to All (7/8)
11.	Training	LCPAS	Training Courses	Fwd. to All (9/8)
12.	Open Spaces	SNC	Public Spaces Protection Order	Fwd to All (4/8)
13.	Governance Review	SNC	Meeting & outcome	Fwd to All (10/8)
14.	Future view of Norfolk	CPRE	Vision for Norfolk	Fwd. to All (14/8)
15.	Foot grips	EPS	Repairs to climbing wall	Fwd. to Ali (14/8)
16.	Recycling bottles	Vickie at Indigo	Bottles at Tivetshall Tavern	Fwd. to Ali (15/8)
17.	Resignation	SNC	Councillor Vacancy	14/8/17
18.	Insurance	Came & Co.	Renewal for next three years	Fwd. to All (3/9)
19.	Shimpling Hall Farm	Mr. Jones et al	Issues about the planning	Fwd. to NF/AW
20.	NP to R. Bacon	Diss TC	Refunding for Diss & Dist. NP	
21.	FP20	Christine Stevens	Maintenance	
22.	Shimpling Hall Farm	NF	Issues around planning	To All (23/8)
23.	Right to Build	Mike Rigby/R. Bacon	Conference	To AW
24.	Playing Field		Dogs on the Playing Field	To NF/AW (23/8)
25.	NP	Diss TC	Designation Notice	To AW
26.	FP diversion	NCC	Diversion Order for FP21	To All (3/9)
27.	Pre-determination	SNC	Re CPRE pledge	To All (25/8)
28.	Sewerage	John Lambert/Claire Wootton	Meeting re issues	To All (26/8)
29.	Co-Option	K. Cowley	Vacancy	To All (29/8)
30.	Strike Sch.Rally	Various	Re risk assessment + issue	To NF/AW
31.	Community Governance review	SNC	Second Consultation period	Fwd. to All (3/9)