

BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Tuesday 19th March 2019 at 7.30 pm, St. Mary's Church, Burston

Present:

Nigel Frankland	Chair
Alison Wakeham	Vice-Chair/Responsible Financial Officer
Lindsey Bilston	
Keith Cowley	
Jim Rudd	
Christine Stevens	
Ann Baker	Clerk to the Council
Members of the public:	5 resident

135. Apologies – Co. Cllr. Spratt, Dist. Cllr. Stone, Cllr. I. Pugh - accepted

136. Declarations of Interest regarding items on the agenda - Cllrs. Cowley and Stevens – item 141.2 – Land North of Mill Green

137. Adjournment of the meeting for public participation, Co. & Dist. Cllrs reports: -

Resident spoke regarding item 141.1 – Land West of Pug Street, Shimpling - outline permission was granted 1999 – a conversion of the barn, concerns were expressed at the time regarding the access to the site – the narrow nature of the highway and need to protect the property on the corner, which is Low Farm. With the application being raised again, similar concerns from Low Farm were brought to the meeting. The resident has been in contact with SNC Development Management and asked that the Parish Council consider raising this concern also – it was indicated that SNC would via Highways take this into account at the time of making their decision

Clerk
/ AW

138. Approval of the minutes of the Parish Council meeting held on 15th January 2019 – the minutes were adopted as a true and accurate record. A minor amendment was made to 127.2 – the company that effected the repairs were Fenland Leisure Products, not HAGs. It was resolved to approve the minutes, proposed Cllr. Stevens, seconded by Cllr. Wakeham, all in favour

139. Matters Arising from the minutes not on the agenda – as listed

- 139.1 (122.1) – Village Sign – this is progressing as the weather permits
- 139.2 (127.2) – Climbing Wall – repairs to this have been completed
- 139.3 (127.3) – Swing repairs – this has been completed by Eastern Play Services
- 139.4 (127.4) - Grass and trees in the orchard area – Cllr. Cowley is monitoring
- 139.5 (127.5) – Fly-tipping – SNC stated that they have cleared the rubbish since quoting, this was confirmed
- 139.6 (127.6) – Dog Bin – Cllr. Cowley will report in item 144.2
- 139.7 (130.1) – Burston Strike School Rally – No reply to date

140. Correspondence as listed on the attached schedule: – paper copies of the Land Registry documents regarding Church Green have been received by the Clerk, confirming the registration of the land to the Parish Council

141. Planning – to consider planning applications received for consultation which have been received prior to the meeting & which members have been previously advised:

141.1 - Planning Application 2018/2843 – Land West of Pug Street, Shimpling – erection of dwelling & garage – **resolved to recommend SNC approve the application**, in view of additional comments Cllr. Wakeham/Clerk will send further comments

**AW/
Clerk**

141.2 - Planning Application 2019/0360 – Land North of Mill Green – new site vehicle access off – issues were raised regarding the need to move the speed limit, to extend past the new access and junction to ensure safety for pedestrians and vehicles. It was felt that a small local development would be more acceptable than larger developments; It was resolved to raise the concern as a condition should approval be granted by SNC Development Management

141.3 - Planning Application 2019/0342 – Bridge Green Farm, Gissing Rd., Burston – conversion of derelict building to guest accommodation – this dwelling is set-back from road, it would be suited to the plot size, whilst being good use of a derelict building, whilst remaining separate from the main house. It was resolved to recommend that SNC Development Management approve the application

141. 4 - Planning Application 2019/0510 - Listed Building consent - Market Farm, Market Lane, Burston - listed building consent for replacement window to doorway – this would be reinstating an arrangement that was already there, providing safe access from the kitchen and ensuring hygiene is maintained

141.5 - 2019/0522 – 2 Station Rd., Burston – resubmission of 2018/2697(refused) of a two-storey side extension – this amendment has removed the dormer windows, which now reflects the design within the row, there are restrictions with the boundary so close but it does permit the bathroom to be moved upstairs. It was resolved to recommend that SNC Development Management approve the application

141.6 - Change to license at the Burston Crown – this extends the permissions to permit live plays, live music, extension of hours, music and theatre outdoors – it was agreed that the arrangements be monitored to be able to assess the impact

141.6 Consultees reports of Planning Decisions made by SNC:

2019/0133 – 7 Mill Road, Burston – approved 14th February 2019

2018/2796 – Red House, Mill Rd., Burston – approved 22nd February 2019

2018/2793 – Market Farm, Market Lane, Burston – approved 25th February 2019

2018/2598, 2018/2599, 2018/2600, 2018/2601 – Plantation Farm, Long Lane, Burston – approved 7th March 2019

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

142.1 - payments & receipts - It was resolved to approve the payments and receipts, proposed Cllr. Bilston , seconded Cllr. Cowley, all in favour

Schedule of Payments for Approval

BACs/ Cheques	Paid To:	Payments for January – March 2019
TR 3	Asset Reserve A/c	Transfer of funds to the Asset Reserve account
PO 84	Fenland Leisure Products	Repairs to climbing wall
PO 85	NCC Trails 3000	Contribution towards BOAT 36
PO 86	Buildbase	Postcrete for dog bin
PO 87	Eastern Play Services	Repairs to swing
PO 88	Brewers Decorator Centre	Paint for Village sign
PO 89	A. Baker	Salary (Jan.) & padlocks
PO 90	J. Churchar	Salary (Oct.'18 – Mar.'19)
PO 91	Burston PCC	Hire of St. Mary's Church – Nov., Jan., March
PO 92	A. Wakeham	1&1 Internet Ltd. - website
PO 93	A. Baker	Salary (Feb.)
PO 94	NPFA	Annual subscription

142.2 - Approval of the statement of accounts for: January 2019 and February 2019, - it was resolved to approve the statements of accounts, proposed Cllr. Rudd, seconded Cllr. Cowley, all in agreement

142.3 - Update of the budget and outturn - some categories have been adjusted, the final payments will be made before the end of the month – Clerk/Caretaker salary

Clerk/
AW

143. Highways & Footpaths -

143.1 - Highways - Cllr. Rudd – reported that the next meeting with Highways Team will take place on 5th April, he has collected a list of issues – including the current works and the Shimpling diversion, the water leak at Audley End is being investigated by Anglian Water;

143.2 - Footpaths report - Cllr. Stevens reported that there were horses on a footpath, there is poor signage in Market Lane – these matters will be addressed; with regard to the flood in Green Lane - work has been carried out below where pipe has been placed, there is still rubbish in the ditch which needs removing and this causes issues particularly when wet; Bouddica Way is still on-going, nothing heard to date;

CS

A sign indicates that down Durbridges Hill the margins are for a stewardship reserve, the Landowner has been contacted; various footpath signs have been removed NCC have been informed

143.3 - Shimpling BOAT – Cllr. Frankland reported that contributions are around £5,000.00, NCC have received the monies, as much of the funds were sent prior to invoices being issued it has caused slight confusion in the Finance department. The process has been started for the Traffic Regulation Order, stakeholders will received a letter requesting information and support, further letters of support will be required at a later around the time of the advert being published in the EDP .

NF

144. Playing Field:

144.1 - Fencing to the play area - Cllr. Cowley reported that he will circulate the current information; the first tranche of money from Tesco's has been received; the Norfolk Playing Fields Association mislaid the original application, which has now been resent, a response is awaited; to date there is now £5,500.00 in place, Geoffrey Watling Trust will upon completion add £1,500.00, with quotes around £9,000, Cllr. Cowley has reconfirmed that the quote from all are still valid. It was resolved to approve the quote received from Procter Fencing Systems (colours to be confirmed) are the preferred option, proposed Cllr. Kerr, seconded Cllr. Cowley, all in favour

KC

- 144.2 - Repairs to the climbing wall – Cllr. Cowley reported that these have been completed, he will check for the number of caps missing or broken; he will identify where the grass needs replacing under equipment and liaise with Nigel and Jamie about repairing.
 Alan Page will let Cllr. Cowley know when the orchard needs the first cut
 The dog bin moved in order to accommodate the new fencing
 A high speed internet cabinet is due to be sited on the field
- 145. Diss & District NP** - Cllr. Wakeham reported that at the recent meeting, following changes of personnel a dedicated admin/project manager had been appointed; an introduction has been made to a planning services group to help develop policies – BSPC now need to consider specific policies to the village; GNLP have issued criteria for building, green spaces etc.; Cllr. Wakeham requested suggestions should be sent as soon as possible
- 146. Registration of Church Green** - Cllr. Frankland reported that photocopies of the Inclosure had been sent to the Land Registry, the registration has been returned confirming that the Parish Council is now the owner, the red line on the map is on the side of the Village Green. Both the Playing Field and Church Green are registered
- 147. Annual Litter Pick** - Sat. 6th April is the date for the Litter Pick. Clare at School is going to talk with the new head about producing some posters; a general poster and flier will also be displayed. There will be a coffee morning on the same morning by Friends of Burston Church, it was agreed to encourage litter pickers to partake of refreshments once the pick is over. The Clerk will request the equipment and drop into Shimpling and the rest in Burston
- 148. Annual Parish Meeting** – 16th April 2019, 7.30pm - there will be a short Parish Council meeting prior to the event to cover any finances; Cllr. Frankland reported that there is a need to circulate groups that have attended recently, circulate the annual report, he has clarification of purdah - stating what the Parish Council have achieved throughout the year without naming specific Cllrs. (see note from SNC); it was also suggested that there would be a display of some of the Burston photos in past years; refreshments will be served
- 149. Don Swanton Award** - Cllr. Frankland reported that there have been four nominations, a team has been organised, and Cllr. Pugh will arrange to have the award engraved;
- 150. Emergency Plan & Questionnaire** - these will be included in the Planet delivery, the questionnaires will be collected some ten days later and papers returned to NF/AW
- 151. Speedwatch & SAMs reports** - there has been a break over the Christmas period, 12 sessions have occurred - 45 reported + 5 today; Diss Police are now circulating monthly reports showing the results; the SAMS machine also indicates when peak times are; it is due to come down from Mill Road, near to The Space - the data is interesting, with a query as to whether there are false returns with heavy rains?
- 152. Village website** - Cllr. Wakeham reported that the new site is nearly ready to go live - policy, cookie notice, more business entries, events page, more pictures have been included
- 153. Report on defibrillators in the community** - there appear to be three available models – the School is prepared to mount it on their wall and pay for the electricity – the School will fund raise for the annual costs , a resident in Shimpling has made a similar offer; Cllrs. Frankland, Pugh and Wakeham will complete the form for two defibrillators with The Big Lottery;
- 154. Parish Council Elections, May 2nd 2019** - notice on the boards
- 155. Receipt of a report from NCC regarding the Norwich Western link road** - the report was noted
- 156. Date of Next Meeting and Items for inclusion on the Agenda (not for discussion) **Tuesday 16th April 2019, at 7.00pm** for a short Parish Council meeting and **7.30pm Annual Parish Council Meeting, 21st May 7.30pm APC****
 Agenda items:
 Apologies -
The Meeting closed at 9. pm

APPENDIX I – MINUTE 139

Schedule of Correspondence – not on the agenda

Email Correspondence

	Subject	From	Contents	Action
1.	Weekly Planning lists:	Cllrs/SNC	Decisions & new planning applications	Fwd to All
2.	Weekly Digest	Rural Services Network	Weekly news around the country	Fwd. to All
3.	Weekly News	Community Action Norfolk	Weekly updates from CAN	Fwd to All
4.	NP Meeting	Diss TC	Agenda, minutes etc. for meeting	Fwd. AW/JR
5.	Crime	Police	Monthly review	Fwd. to All
6.	Newsletter	Parish Online	Bi-monthly updates	Fwd. to All
7.	Annual Litter Pick	SNC	Reminder to book date	Fwd. to ALL
8.	Parish Elections	SNC	Details of forms for election	Fwd. to ALL(25.01)
9.	Support the Red Cross	Paul Fleet	Events to support the Red Cross	
10.	Support for Carers	Carers Matter Norfolk	Outlining what they do	Fwd. to ALL (05.02)
11.	Fly-tipping	SNC	Team cleared the site	Fwd. to All (05.02)
12.	Questionnaire	AW	Draft copy	To ALL (08.02)
13.	Tesco Bags	Groundworks	Success of bid	Fwd. to ALL (15.02)
14.	BSPC	NF	125 years old	Fwd. to ALL (17.02)
15.	Shimpling BOAT	Tivetshall PC	Donation	Fwd. to NF/AW
16.	Community Awards	SNC	Nominations for CA	Fwd. to ALL (22.02)
17.	Church Green	Land Registry	Registration of Church Green	Fwd. to ALL (27.02)
18.	Defibrillator	Burston School	Interest expressed in hosting	Fwd. to ALL (27.02)
19.	Norwich Western Link	NCC	Consultation update	Fwd. to ALL (05.03)
20.	Lorries	Resident	Increase & re-routing	Fwd. to ALL (13.03)
21.	Elections	SNC	Timetable for elections	Fwd. to ALL (13.03)

Postal Correspondence –

	Subject	From	Contents	Action
22.	Church Green	Land Registry	Registration of Church Green	noted
23.				