

BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

Tuesday 19th July 2022, at 7.30pm, The Space, Burston

Present:

Nigel Frankland	Chairman
Alison Wakeham	Vice-Chair/Responsible Finance Officer
Angela Belgrove	
Keith Cowley	
Anita Hughes	
Ann Baker	Clerk to the Council
Members of the public:	A resident

- 38. Apologies for Absence** - Co. Cllr. B. Duffin, Dist. Cllr. J. Easter, Cllr. J. Mallows - accepted
- 39. Declarations of Interest regarding agenda items** - planning item 46.1 The Cottage, Mill Road – all Councillors know the applicant
- 40. Adjournment of the meeting for Public participation, County and District Councillors reports:**
Dist. Cllr. J. Easter: had sent a short report which had been circulated to all Councillors prior to the meeting, a copy is included in the paper file.
Councillors noted concerns expressed by residents regarding their Ukrainian guests. As yet information was scant as to future plans for the guests at the end of the six months. There is indication that SNC will visit to discuss where and what will happen with those not wishing to continue with their hosts but there appear to be few strategies in place currently.
A suggestion was put forward that a letter should be composed, circulated to all Councillors by the Chair and Clerk asking for details regarding the future of families in a few months' time. Approved copy to be sent to both County and District Councillors.
Co. Cllr. B. Duffin: sent a report which had been circulated to all Councillors prior to the meeting, a copy is included in the paper file
- 41. Approval of the minutes from the Parish Council Meeting held on the 21st June 2022** - the minutes were adopted as a true and accurate record. It was resolved to approve the minutes, proposed Cllr. A. Hughes, seconded Cllr. A. Wakeham, unanimous approval.
- 42. Matters Arising from the minutes not on the agenda:**
42.1 - (min. 26.4) - Defibrillator training – a date had been arranged for Sat. 9th July time 9.30am at Burston Strike School. There was a change of venue to Burston Primary School – the training was successful
42.2 - (min. 26.5) - refurbishment of the bus shelter – the contractor had carried out the work
42.3 - (min. 34) - Burston School Fete - the Parish Council's presence provided a link for the community
- 43. Correspondence** - details attached in the files
- 44. Finance** -
44.1. - **Approval of payments and receipts report as distributed at the meeting:**
Schedule of Payments:

NF/
Clerk

BACs	Payments to:	Payments for June/July 2022
P22/22	C & G Trenching	Grass cutting maint.
P22/23	A. Wakeham	Ionos quarterly website charge
P22/24	Clarkes of Walsham Ltd.	Wood for Pavilion Project
P22/25	H. Drake	Caretaker's inv. for June
P22/26	A. Baker	Clerk's salary for June
P22/27	Partridge Paving	Labour – Jubilee Pavilion
P22/28	Steve Troy	Erecting the Jubilee Pavilion
P22/29	Parish Online	Annual subscription
P22/30	HMRC – Clerk's PAYE	1 st Quarter – April, May, June
P22/31	T. M. Flatt	Preparing & painting the Bus Shelter
P22/32	Buy Sheds Direct	Replacement shed & base
P22/33	Davies Sports	Single post Basketball
P22/34	Richard Brown	Rakes & scythe sharpener
P22/35	Brewers Decorators	Paint for the bus shelter
P22/36	The Space	Venue hire
	Receipts	
R26	H. Partridge	Overpayment refund

Payments: Copies of the June payments and receipts were attached to the paper files. It was resolved to approve all payments from June, proposed Cllr. A. Belgrove, seconded Cllr. N. Frankland, all agreed

44.2 - **Approval of monthly statement of accounts for June, as distributed at the meeting:** It was resolved to approve the statements, proposed Cllr. N. Frankland, seconded Cllr. A. Hughes, agreed by all

44.3 - **Approval of the Quarterly Bank Reconciliation** - the first quarter had been circulated to all Councillors, it was resolved to approve the reconciliation, proposed Cllr. N. Frankland, seconded Cllr. A. Hughes, all agreed

45. Highways and PROW:

45.1 **Highways** - Cllr. N. Frankland reported that: the finger post on Back Lane, lettering had been purchased – the sign disappeared and Highways confirmed that contractors had removed the entire post and will provide a new or refurbished wooden sign, they apologised for the confusion; costing are expected for the Durbidges Hill warning sign – there may be an option for a flashing sign with assistance from the Parish Partnership,

or Co. Cllr. B. Duffin may be able to support the cost of the signs; various other matters are being chased – clearing of the grips been approved; the leaks in the road near the Chapel are with Adam Mayo ; a number of potholes have been marked in the villages; and Speed Watch has become frequent again.

45.2 **PROW** - Cllr. A. Hughes reported that she has begun to cross reference and update her spreadsheet the historical records of paths not used – such as PROW 32 is nearer to her property rather than a neighbours; the closure on Durbidges has been lifted and the sign has been removed; Cllr. A. Hughes has spoken with Ketil, at The Mill regarding the trees requiring trimming and chippings have been laid on the path;

Cllr. A. Hughes has reported the finger posts that have faded, or missing etc.; cleaning of signs will Continue; the spreadsheet will be circulated to all Councillors.

The Chair thanked Cllr. A. Hughes for all the work carried out to date.

NF

AH

46. **Planning Applications** as received from South Norfolk & Broadland District Council for consultation which have been received prior to the meeting & which members have been previously advised:

46.1 **Planning Application 2022/1121 and 2022/1115 The Cottage, Mill Road, Burston** - a single storey

side and front extension, with WC to the roof void - very nice dwelling, upstairs facilities will be a sensible addition, these reasonable changes will enhance the building, maintaining an important cottage within the village - it resolved to recommend that SNC support the application, proposed Cllr. N. Frankland seconded Cllr. K. Cowley, all agreed.

46.2 Planning Application 2022/1272 Bridge Farm Barns, Long Row, Tibenham –demolition of agricultural barn and erection of 2no. barn style dwellings with garages, parking and turning with construction of a new highways access - these are situated on the parish boundary of Gissing, Tibenham and Burston – the

barns are in Burston, so the CIL monies may come to BSPC; this is a standard conversion in a rural design - was resolved to recommend that SNC approve the application, proposed Cllr. N. Frankland, seconded Cllr. A. Wakeham, all agreed.

46.3 - Owl Barn on Heywood – certificate of lawfulness - it is unclear why this has been raised - the buildings have been there prior to the new owners moved in, they bought the Barn with all the buildings,

To the Parish Council's knowledge all ancillary barns are being used; It was resolved to confirm that the buildings have been there for some considerable time and therefore there is no reason why the certificate of lawfulness should not be granted.

46.3 Receipt of Consultees reports on Planning Decisions made by South Norfolk and Broadland District Council:

Planning Application 2022/0805 Culpher Farm, Bridge Road, Burston – approved with conditions 28th June 2022

Planning Application - The Grange - various conditions have been added such as the pool is not allowed to be used as separate building for accommodation, approved with conditions

The Neighbourhood Plan has been supported, the next stage will be to go for public consultation - the section relating to Burston and Shimpling has been well written. Cllr. A. Wakeham will pass details on further details once they are available.

- 47. Ditches and waterways report:** Cllr. K. Cowley reported that the application to be part of the scheme had been turned down by Reclaim the Rain, this may negate the interest the local farmers expressed as there would have assistance with the costs. Cllr. K. Cowley will talk with Alex Man regarding the top end of Moore Rd. – ideas involved will need to be revisited, as thunderstorms etc. could quickly lead to floods.

KC

Smelly ditch bordering the Recreation Ground – this may have been looked at but due to the amount of weeds, the pipe or discharge cannot be viewed. It may be necessary to clear the ditch and send the photos on.

KC

Dog-leg – this has received attention but currently the ground is too hard to dig.

A tree that has fallen into the ditch from Rose Cottage will be removed in due course

48. Recreation Field reports:

48.1 **Jubilee Pavilion** - Cllr. K. Cowley reported that the Jubilee Pavilion has been erected and used by the School during their Sports Day. There are two plaques from The National Lottery which will be mounted on the roof line apex, one for each end; the decking may require a timber treatment at a later date. Benches - Cllr. K. Cowley is meeting Tim Playford to discuss the fixed benches with him. Once the grant from SNC is granted the free-standing benches and tables will be ordered.

An 'Opening Event' - it was suggested at the start of school term, the use of the large cheque from The National Lottery could be presented in conjunction with the Friends of School.

Cllr. K. Cowley will remind Tim Playford to allow space for the insertion the Pandemic plaque on the proposed noticeboard for Shimpling;

48.2 **Mowing and cutting of the meadow** - Cllr. K. Cowley reported – a successful session had been held, use of a trailer would be beneficial, there is another session of scything, followed by a session to prepare the ground for the green hay which will arrive after the 8th August; Cllr. K. Cowley will compose a piece for website, Cllrs. A. Hughes and A. Belgrove will send photos to date;

48.3 **Petanque/boules court** - Cllr. K. Cowley had carried out some research, to lay the court would cost around £3,500.00 – he is looking into some available funding that supports older members of the community

48.4 - **BBQ remains** – it would seem that the 'End of Term' School BBQ might have been part of the reason that remains were found in the Recreation Ground hedging. It was considered whether a notice reminding people about issues with vermin, the dangers of fire on the Recreation Ground would be useful or whether an area where BBQ's are acceptable. Cllr. N. Frankland will write to the resident reassuring them that the information has been acknowledged.

49. **Burston Village sign, Church Green** - refurbishment of the sign - this was painted a few years back, the lead strip at top of wheatsheaf that has sprung away and the wood is now exposed, this could let water in. It would be useful to have this looked at before winter sets in.

50. **A short report following the Defibrillator training at Burston Primary School** - there had been a good turnout. There was a comprehensive talk and useful information shared. Cllr. N. Frankland will look to arrange a service for the Shimpling Defibrillator

51. **Approval of the Strike School Rally's risk assessment** - this was approved at the previous meeting - the key matters were addressed, there has been a response to the comments made and generally the organisation of the event has improved.

52. **Information from Burston Primary School in regard to the preparations for the Strike School Rally and events** - cakes - it was agreed that Cllrs. K. Cowley, N. Frankland, A. Belgrove and C. Stevens will make cakes;

With regard to the BBQ, band and beer tent on the evening before the Rally – Cllrs. A. Hughes and K. Cowley will try to revive by contacting interested persons. It will require planning of the entertainment, the use of the stage, tickets - who, how sold, cost, where raised, who is supplying the BBQ's, the lighting - needs an organising group – should it be a 'bring your own alcohol, bring your own table & chairs' event? A suggestion to approach a busker, or use a PA system to play music through?? Advertising would be through the usual channels - the request for assistance will be put on Facebook, the website, and via word of mouth etc.

53. **Receipt of the following papers:** (i) **Norwich Western Link Road** - the amended and costs of the route were noted (ii) **receipt of NCC Parish Partnership invite letter for 2023/24** - noted (iii) **the Anaerobic Digester Plant, Bressingham** – this is an ongoing situation, R. Bacon MP has stepped in, agreed that acknowledgement of the information would be an appropriate response

KC

KC

KC/
AH/
AB

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NF

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Clerk

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Clerk

54. **The date and place for the next Meeting - Tuesday 20th September, 7.30pm,** the venue will be confirmed as The Strike School or The Space

Agenda items: NF apologies, DDNP, Litter Pick

The Chair thanked everyone for the contributions and attendance. The meeting closed at 9.30 pm

APPENDIX I – MINUTE 42 - 19th July 2022
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	
3.	Weekly News	Community Action Norfolk	Updates from CAN	Fwd. to All
4.	Bulletins	NALC	Various info.	Fwd. to All
5.	Crime/Speedwatch	Police	Monthly review	Fwd. to All
6.	Newsletter	Parish Online	Bi-monthly updates	Fwd. to All
7.	Wellbeing	NALC	Weekly updates	Fwd. to All
8.	Rough Sleepers	SNC	Bi-monthly count	Fwd. to All
9.	Ditch	SNC	Foul smelling ditch	Fwd. to All (22/06)
10.	Warning signs	NCC/Westcotec	Durbidges Hill	Fwd. to All (23/06)
11.	BOAT	Co. Cllr. Duffin	Update on progress	Fwd. to All (24/06)
12.	Defib. training	Head Teacher	Change of venue	Fwd. to All (28/06)
13.	Bench on the Recreation Ground	Pastor Sam	Memorial bench	Fwd. to NF/AW (01/07)
14.	Cakes for Strike Sch. Rally	C. Casson (Burston Sch.)	Request for cakes	FYI
15.	Grant funding	James Easter CAF/SNC	Basketball post & benches	Fwd. to All (11/07)
16.	Reclaim the Rain project	NCC/Local Flood Auth.	Community project	Fwd. to All (11/07)
17.	Petanque/boules court	K. Cowley	Grant funding	Fwd. to All (12/07)
18.	Bressingham	Chair	Anaerobic Digestor	Fwd. to All (18/07)

Postal Correspondence –

	Subject	From	Contents	Action
19.	Bank Statements	Lloyds	statements	AW/Clerk filed
20.				
21.				