

Burnham Overy Parish Council

Minutes of the Parish Council Meeting held on Monday 18th October 2021 at 6.30 pm in the Village Hall, Burnham Overy Staithe

Present:

Councillors: Katherine William-Powlett (Chair), Johanna Howell, Avril Edwards, Sarah Stevens, Pam Thompson, Clerk Sarah Raven

Members of the Public 4

1. Apologies for absence:
Apologies were given by Cllr N McCallum-Deighton (personal) which were PROPOSED, SECONDED and AGREED to accept.
2. Minutes of the last council meeting:
The Minutes of the meeting held on 6th September 2021 were APPROVED as a correct record of the proceedings and signed by Cllr K William-Powlett.
3. Declarations of interests: -
None.
4. Clerks Report:
Chasing on lease for playing field. Clerk to keep chasing. Local Plan consultation documentation had been submitted and Cllr K William-Powlett had spoken with the Planning Department who had stated it would be placed before the Planning Inspectorate. Yellow lines to chase but could not be repainted if weather was wet or damp overnight.
5. Borough and County Council Report:
Cllr A Jamieson sent a report to Councillors.
6. Public Participation –
 - Skip located on West Harbour Way next to the telephone box has been there for a long time and needs to be removed. To be investigated further.
7. Queens Platinum Jubilee:
Bench – This was planned to be located on the Hero. The owner would like to place his own bench there. Discussion on locations for where the Jubilee bench could be located. AGREED to place on playing field if no other suitable locations found. Money would come from CIL money. It was PROPOSED, SECONDED and AGREED to order the size 2, 5ft Hockham Magna bench from Harry Stebbing Workshop at a total cost of £1837 plus VAT.

Beacon – Not to be considered further.

Street Party – Discussions on party for the Jubilee to be held on the Thursday early evening. Places discussed include Village Hall, playing field and East/West Harbour Way. To close off East and West Harbour Way roads advised a road closure notice would need to be applied for from Norfolk County Council. Clerk to investigate funding for event. Discussions raised as to whether Burnham Overy Town wanted a separate street party. Discussions on invitation/tickets only rather just for public.

8. Welcome Back Fund:
It was AGREED to write to the Borough Council to see if they would support purchasing 2 new chute dog waste bins.
9. Tree Plaque for Millennium Oak Tree:
Instead of a plaque being placed on the fence, the wording can be placed on a tree plaque to be position in the ground near the tree. The tree guard would be extended around the tree. Clerk to find out prices.
10. Quote for strimming under the dog bins:
Quote from CGM strimming under the dog bin was for £10 plus VAT. This was PROPOSED SECONDED and AGREED to accept.
11. Grit Bin on Gong Lane:
Grit bin had been damaged and beyond repair. It was PROPOSED, SECONDED and AGREED to purchase a new 400 litre grit bin in green from Glasdon at cost of £188.17 plus VAT. Discussion on placing new grit bin slightly down the road. Clerk to liaise with Highways and building contractors.
12. Allotments Black Matting:
People interested in taking on the allotments. Whole plot and ½ plot vacant to be covered with black matting. Quote of £580 for black matting. It was PROPOSED, SECONDED and AGREED for the matting to be placed on the allotments placed in budget to be completed next financial year.
13. New Laptop:
Laptop is covered by product support and is with Currys to be fixed. It was AGREED for Clerk to look into prices for a new laptop.
14. Draft Budget for 2022/2023
Discussions on the budget. Allotment and Boat Park increase in charges to be discussed at the next meeting. Discussion on the website costs. Clerk to do further research on website and training charges. Agreed to cancel Zoom. Reserve account discussed. Clerk to include in the Welcome Fund for 2 noticeboards. Agreed not to replace the springy/rockers. Football goal nets to be removed when they are beyond repair. Superhero to be asked to replace defibrillator pads and battery when they expire. £900 received from businesses following the covid grant. To be offset against precept.
15. Co-Option:
Borough Council had given permission to Co-Opt a Councillor. Posters and place in Newsletter to advertise the vacancy. Deadline to be 31st December 2021.
16. Playing Field and Allotment Lease:
No updates. Clerk to keep chasing.
17. Water Quality:
Answers to the questions sent to the Borough Council. Burnham Thorpe Parish Council writing to Anglian Water and Environment Agency. Agreed to include Burnham Overy Parish Council. Discussions of whether the Norfolk Rivers Trust would be able to speak at the next meeting. Clerk to liaise.
18. Flooding and Anglian Water update
Update from Norfolk Strategic Flood Alliance. A press release had also been given by Norfolk County Council with updates.

19. Traffic Regulation Order for B1155

Email had been sent to Cllr A Jamieson (Norfolk County Councillor) and waiting for an update. Clerk to liaise with Cllr Jamieson as to the up-to-date position.

20. Finances

a) Approve Payments:

Payments	£	Receipts	£
NEST Pension	2.22	Allotments rents to date	220.00
Currys Insurance Laptop Sep	5.50	HMRC VAT Reclaim	469.48
S Raven Zoom	14.39		
CGM	97.50		
CGM	126.00		
Acord Pest Moles	135.00		
S Raven wages Sep	567.77		
Glasdon Dog Bin	257.90		

Payments PROPOSED, SECONDED and AGREED.

b) Financial Statements for September 2021. It was PROPOSED, SECONDED and AGREED

c) Online Banking: Agreed for Clerk to set up online banking for Cllr A Edwards and Cllr K William-Powlett to authorise online payments.

d) VAT book payment – Clerk requested a book on VAT at a price of £29.50.

e) General Reserves Policy – AGREED to adopt this policy, PROPOSED and SECONDED.

21. Public Order consultation for Open Spaces:

No comments on the consultation.

22. Superhero Event 2022:

Discussion on the number of places available for the Superhero event. Clerk to write to Superhero to see if a few places (4 or 6 pairs) can be given to parishioners who wanted to compete in the event.

23. Reports from Councillors:

Police SNAP : Cllr A Edwards attended and reported back.

Highways : Clerk attended webinar. Updated on verges and road.

Standing Orders were PROPOSED, SECONDED and AGREED to be suspended as now at 2 hours for the meeting.

24. Correspondence:

Norfolk County Council – Common Rights being transferred.

25. Items from councillors for the next agenda:

None.

26. Public Participation.

- Discussions that Burnham Overy Town is not being included and needs to be a joint celebration for the jubilee party. Discussed whether parishioners in Burnham Overy Town do not know they are included in the Parish Council roles. Perhaps include in Newsletter article.
- Query regarding businesses rates. Public information on the Borough Council website for businesses registered for business rates.
- Any suggestions for Jubilee celebrations to go to Clerk to be passed on.

Meeting Closed: 8.45pm

Date and times of next meetings 6th December 2021 at **6.30pm** to be held at the Village Hall,
Burnham Overy Staithe,

Signed..... Date:.....

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL
AND SIGNED ABOVE BY CHAIRMAN.