

Burnham Overy Parish Council

Clerks Report – 29th March 2021 Meeting

Ongoing from Previous Minutes: -

Oak Tree, New Road:

Tree Preservation Order – Waiting for the Officer at Borough Council to confirm whether the Oak Tree is big enough to warrant a TPO. Chased 7th September 2020 and 11th November 2020. Still awaiting a response.

Plaque – Waiting on the TPO to be sorted and whether a plaque should be placed on Village Sign or tree.

Rabbits, Playing Field:

Arranging for Acorn Pest Control to use their ferrets to eliminate some of the rabbits. Still waiting for a date to be confirmed. Chased 13th December 2020, 10th January and 9th March 2021.

Lease on Playing Field and Allotments

Holkham have written back on This is with Holkham for signature.

Trees

Considering planting of trees on playing field to be suspended until lease has been completed. Holkham will then review the situation. Cllr A Jamieson asked to provide information on free trees from Norfolk County Council but not received at present.

Dog Bins on the Hard and Grass Verge (Memorial Benches)

Email was sent to Holkham Estate asking if a contribution could be made towards the annual expenses of disposing of dog waste and the grass cutting along the memorial benches as this was Holkham land. Response received that Holkham would offer to contribute £240 per year to be revised in three years time.

Updates for Meeting

8. Flooding –

- a) Norfolk Strategic Flood Alliance – No update, no minutes/notes from meeting.
- b) Environment Agency - Response from Environmental Agency regarding sluices for Everitt's Mill and Roy's Mill being privately owned.

9. 77 Acres and ½ acre island

Advisory Group met on 9th March 2021 following further advice received from NP Law to queries raised by Advisory Group. Update to be received from Advisory Group after advice from NP Law

10. Scolt Head & District Common Right Holders

Letters have been received from the secretary with various documents to be discussed as to next steps.

11 Local Plan

A consultation period for the Local Plan has already been completed but there will be an opportunity to raise further comments later in the year to the Borough Council. Please see the details for how Burnham Overy Staithe is described in the [Local Plan](#). At present Burnham Overy Staithe is listed as

“the smallest parish population of all designated ‘Rural Villages’ in the settlement hierarchy.”. Comments to be considered whether Burnham Overy Staithe should be listed in the “[Smaller villages and Hamlets](#)” category.

<https://west-norfolk.objective.co.uk/portal/lpr2019/lpr2019?pointId=s1542882759492>

<https://west-norfolk.objective.co.uk/portal/lpr2019/lpr2019?pointId=s1542882759523#section-s1542882759523>

12. Phone Box

Parishioners has emailed regarding setting up a Overy Village Fund to restore the phone box by using donations. Council must consider whether to adopt the Telephone Box for £1, be responsible for the electricity supply, seeking permission from planning and highways. To consider long term upkeep and maintenance, if donations are not forthcoming in future years. Councillors are referred to the questions answered by Clerk regarding contracts etc. Please note the telephone kiosk is not under threat of being disconnected at this stage by Openreach.

14. CIL Grant Applications

No further projects had come forward.

15. Camper Vans and Tourists to the Parish

At Burnham Market Parish Council meeting 15th March the Coastal Team and Councillor Andrew Jamieson gave a presentation regarding parking and volume of traffic to the villages once lockdown ends. Police cannot issue parking tickets as this is dealt with by the Civil Enforcement Team at the Borough Council. Police can attend if there is a serious obstruction. Parking is an issue in all villages and recommend that the parishes look into providing more car park areas. Signage to explain no overnight parking and tidal flooding has been directed to the Harbour Trust to provide.

16. Furnished Holiday Lets

Letter was sent to the Borough Council for additional information on business rates which has been replied to. No update from James Wild MP on legislation. Further information sought from the Borough Council on commercial bins being used. Response received.

18. Planning

- a) Glebe Wood [20/00994/O](#)
- b)
- c)

19. Finances

b) February bank reconciliation and financial statement. Earmarked reserves needs to be considered. The Councillors need to consider Earmarked funds for Traffic Regulation Order and additional projects. A total of £5335.41 balance in reserve that will need to be placed as an earmarked project. CIL needs to be reviewed for spending as a report will need to be sent to the Borough Council in April. Councillors to consider whether the payment of £379.98 paid to NGF Play for repairs to trim trail and £558.85 in respect of the junior swings can be taken from the earmarked reserve or leave as taken from current account. An up to date end of year budget report cannot be completed as Internal Control being carried out with financial papers.

c) NP Law subscription will be £500 plus VAT for 10 hours work on all advice given. However, other quotes obtained from solicitors do not offer a subscription service. It is fixed rate on the problem. Advice to stay with NP Law for another year as they do know the advice given so far and if another solicitor was instructed, they would have to start afresh.

d) Internal Auditor charged £30 last year to complete the internal audit and was completed by Roger Gillett. I would advise to use him again as very competent. He is a Councillor of a parish council so knows the legal documents.

f) Two quotes have been obtained for the trees along New Road and Playing field. Both quotes are for works to make safe branches along New Road when grass cutting and also for larger vehicles using the road.

20. Playing Field

Annual Inspection Report – Clerk has received one quote for levelling the top entrance from Gong Lane for £35. Received a quote for pressure washing the benches, swing matting, skate ramp and basket swing. This is for £382 plus VAT. Grass seed needs to be resown under the climbing frame and needs to be completed in May. Also concrete of the skate ramp needs attention as it has a large crack along the bottom. Clerk to receive quotes from local builders to mend.

General Inspection – I have completed the caps on bolts at the beam, posters regarding kite flying is not allowed and basketball area completed. Springers need attention.

21. Allotments

Inspections completed. Nothing to report. At present 10a, 9a remains vacant.

a) 6c Tenancy – Sadly, the plot holder of 6c had died. Letter of condolence has been sent from the Parish Council. A person has come forward and would like to take on the plot.

b) Plot 10 – At present this plot is split into 2 plots. Holder of 10b would like to take on half of 10a. This would effectively be a third plot spare at the top of the allotments near the track. Councillors need to consider if this is agreeable to split plots into more than two halves.

22. Reports from Councillors/Clerk

Clerk has been on the Water Management Webinar, Minutes Training, Egmore Energy Meeting and also Clerks Networking.