

Burnham Overy Parish Council

Minutes of the Parish Council Meeting held via Zoom on
Monday 11th May 2020 at 6.30 pm

Present:

Councillors: Simon Raven (Chair), Pam Thompson, Avril Edwards, Katherine William-Powlett, Sarah Stevens Neil McCullum-Deighton, Clerk Sarah Raven, Norfolk County Councillor Andrew Jamieson. Members of the Public 5

Welcome by Chair.

1. Apologies for absence: None
2. Minutes of the last council meeting held on the 10th March 2020 were circulated. Approved without amendment and signed by the Chair, Cllr S Raven as a true copy. Proposed Cllr A Edwards, seconded Cllr S Stevens.
3. Declarations of interests were received from Cllr S Raven on items 5 in relation to Clerk and 15.
4. Public participation: (Members of Public Views Only) – None
5. Payment to be approved: - All payments approved. Proposed Cllr A Edwards, Seconded S Stevens.

Payments	Amount £	Receipts	Amount £
Norfolk PTS subscription	92.17	Burnham Norton hire of clerk March	42.28
Acorn Pest Control Moles	135.00	Tennis Club Contribution towards annual Spraying	69.00
S Raven wages March	274.82	Precept BCKLWN	9217.00
S Raven wages March B Norton	42.28	Plot 2b Allotment rent and deposit	30.00
S Raven wages April	474.81	Burnham Norton hire of Clerk April	42.28
S Raven wages April B Norton	49.56		
CG M grass cutting	189.00		
S Raven stamps/padlock	18.32		
CGM spraying tennis courts	23.00		
Holkham rent playing field	12.50		
Holkham rent allotments	75.00		
Currys Laptop Insurance March/April	£11.00		
H Faire – Wood preserver	£75.98		
N P Law	£600.00		
Vue IT Training - clerk word	£24.00		

6. Finances:
Clerk explained the accounts for the year end March 2020 and the new financial year for April 2020. Internal Auditor has the accounts at present. Burnham Norton for the hire of Clerk was less because the direct debit had not been changed in time. A cheque will be raised for the shortfall in this direct debit. All approved. Proposed by Cllr S Raven, seconded by Cllr K William-Powlett

7. CIL form: CIL form for the Borough Council approved. Goal Posts exc of VAT £489.80 and installation of goal posts £150. Balance of CIL £1718.20. Approved. Proposed Cllr K William-Powlett seconded Cllr S Stevens
8. Insurance BHIB: Insurance was under a three-year contract with BHIB. The invoice was for £359.07. Approved. Proposed Cllr A Edwards Seconded Cllr S Raven
9. Standing Orders/Direct Debits: Three at present. Currys laptop insurance £5.50 a month, ICO £35 a year and the Open Spaces £45. Approved. Proposed Cllr S Raven seconded Cllr K William-Powlett.
10. Extending the delegation of Council decisions to the Clerk during any period of restricted activity declared by the Government in respect of the Covid-19 virus. Such delegation is intended to enable the council to fulfil its responsibilities to its residents: - Clerk explained the reason behind the delegation of the Council to the Clerk in emergencies only. Clerk to use this in emergency but with notification at the earliest opportunity the Chair and Vice-Chair in accordance with the Standing Orders. Proposed Cllr K William-Powlett Seconded Cllr A Edwards
11. Clerks General Power of Competence: Unfortunately, this could not be used. 5 Councillors had to be elected and there were only four at present with two co-opted and one seat remained empty.
12. Co-Option of resignation of Councillor: Henrietta Faire had resigned after a considerable number of years on the Council. The Borough Council had been informed and Notice for Election had been placed on the website and noticeboards. A period of fourteen days was up on Tuesday 12th May and the Borough Council would notify if an election were due to take place. If not, the Parish Council were free to co-opt. Agreed to wait until the Parish Council can advertise better.
13. Planning:
 - a) Proposed garage/boat store and annexe at The Granary East Harbour Way Burnham Overy Staithe Norfolk PE31 8JF Ref: 20/00562/F – Cllr K William-Powlett declared an interest as neighbour. Only observation with the following condition: Should not be used as a separate residence only as ancillary to the main dwelling. Proposed Cllr A Edwards seconded Cllr S Raven
 - b) Decision submitted to the Borough Council for: Ref: 20/00462/F Trafalgar House, East Harbour Way, Burnham Overy Staithe – No observations were sent to the Borough.
14. To approve: -
 - a) Standing Orders for large Council – Approved, Signed by Chair, Cllr S Raven
 - b) Financial Regulations – Approved, Signed by Chair, Cllr S Raven
 - c) Social Media Policy – Need to be revised. Discussion regarding social media and personal opinions.
15. 77 Acres: - Advisory Group had meet with Holkham. From this meeting queries were raised, and the Advisory Group had written for advice from NP Law on matters. Unfortunately, things had been held up due to hours used up with NP Law and had to wait until the new subscription and because of Covid-19. Agreed that if Henrietta Faire still wanted to be an active member on the advisory group she could. All agreed.
16. Reports from meetings attended by Councillors: - Cllr A Edwards had been on planning training by Zoom but unfortunately there were technical issues. Clerk had attending Networking for Clerks every two weeks for up to date information.
17. Correspondence: -
 - Norfolk County Council update for the decision by the Planning Inspectorate.
 - Historic England – been in touch regarding the posts around the Brothcross

- Rangers – Noticeboard to be strimmed. Weed control along East Harbour Way and Chapel Lane, Drain on New Road which is blocked. Bench to strim around bench at New Road. Strim round BT Phone Box. Hedge hanging out on Mill Road/New Road. Clerk to report to Holkham. Boathouse had strimmed all the verges on East Harbour Way and looked nice and tidy. Fantastic job. Clerk to contact BT to investigate how to make a call as no pay or card slots. This could only be used if a reverse charge was made.
18. Items for next agenda: None. Discussion on playground to remain closed as per the government guidelines. Table Tennis Table cannot be reopened as this is part of the play equipment and not separate.
19. Public participation – Member of Public Views Only
- Cllr A Jamieson –The Coronavirus is causing a great deal of cost to Norfolk. Lot of changes at Norfolk County Council. NCC would like to be carbon neutral. The AONB are helping. Eight recycling centres opened today and another 8 will be opening soon. Emerging slowly from lockdown. If there are any issues in relation to the Coastal Path the Norfolk Trails team can help with Notices. Social distances must be enforced. Information can be issued to remind people to social distance 2 metres. Brancaster car park opening on Wednesday but not sure about Holkham.
 - Thanked everyone for the meeting and using the technology

Meeting Closed: 8.pm

Date and times of next meetings,

Monday 8th June, Monday 6th July, Monday 14th September, Tuesday 13th October, Monday 9th November, Monday 14th December at **6.30pm** (please note new time) either by Zoom or in the Village Hall.

.....Chairman Dated: 8th June 2020

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