

Burnham Overy Parish Council

Minutes of the Parish Council Meeting held in The Village Hall, Burnham Overy Staithe on Tuesday 18th June 2019 at 6.00pm

Present: Councillors: Simon Raven, Pam Thompson, Henrietta Faire, Katherine William-Powlett, Clerk Sarah Raven, Members of the Public 15.

1. Apologies for absence: Cllr A Edwards, Cllr S Sandell (Borough) Cllr A Jamieson (County Council). Agreed
2. The minutes of the last council meeting held on the 14th May 2019 were approved and signed by the Chair. Proposed Cllr H Faire, Seconded Cllr K William-Powlett
3. Declarations of interest from Councillors: Cllr S Raven asked for a dispensation to vote and speak on matters arising from 77 acres. Agreed proposed Cllr H Faire, Seconded Cllr P Thompson. Cllr S Raven : 6 and 16.
4. To adjourn the meeting to invite public participation – including questions and statements relating to items on this agenda.
 - Member of public asked regarding donations received from the Wells Maltings. These were for the Village Hall.
 - Concern raised for the muntjacs on the allotments. Clerk to ask Head Gamekeeper at Holkham. Fencing could be possible once lease is completed. Holkham should place a gate to the road on the allotments.
5. Finances and bank reconciliation. Agreed Transferred CIL money. Agreed to transfer the Donations of £3532.72 to reserve account. Agreed to take M Sizeland and A Scoles off the signatories for the Nat West Bank. Proposed Cllr K William-Powlett seconded H Faire.

6. To approve payments:

Payments	£	Receipts	£
Acorn Pest Control (moles)	112.50	HMRC VAT reclaim	3162.09
S Raven Norton hire May	42.28	Burnham Norton Hire May	42.28
S Raven shortfall in wages to SO May	7.80	Burnham Norton hire April	41.08
S Raven caps for trim trail	12.90		
S Raven wages	267.02		
Currys laptop insurance	5.50		
BHIB Insurance	356.37		
S Raven Norton April	41.08		
Norfolk PTS Course AE and KWP	76.80		
CGM Group – Mowing	286.50		
S Raven – Title Maps x 3	21.00		

Proposed by Cllr K William-Powlett, seconded Cllr H Faire.

7. Village survey: Draft survey to find out the interests of the community, this was circulated to all councillors. Agreed to redraft and place online link for all councillors to check. Final version to be considered at the next meeting.
8. 77 acres: - Meeting with solicitor did not take place however NP Law had answered some queries, these were circulated to councillors. Advisory Group to be set up to deal with all the research and make recommendations back to full council. Advisory Group: Cllr K William-Powlett, Cllr A Edwards, Cllr P Thompson and Cllr H Faire. Proposed Cllr S Raven Seconded Cllr H Faire.
9. Scolt Head & District Common Right Holders Association (SHADRA): - Letter received from SHADRA with proposals for CL65. Discussion on who is entitled to manage the land and who are the stakeholders involved in the common land.
 - Member of Public explained his personal view of the situation with regards to the creeks and moorings. As this is unregistered would come under the care of the parish council. SHADRA would like to meet with the Parish Council, Holkham and

Harbour Trust Trustees. SHADRA next meeting on 5th July. SHADRA waiting to hear back from Harbour Trust Trustee to confirm some dates to meet.

Parish Council have a responsibility to represent the parishioners in this matter. Agreed that the Advisory Group would be agreeable to meet with SHADRA, Harbour Trust Trustees and also Holkham to discuss this matter and try and move forward.

10. Constitution of the Burnham Overy Harbour Trust: - Cllr S Raven had resigned from being a Harbour Trust representative. Cllr K William-Powlett asked to be considered. Proposed by Cllr H Faire seconded Cllr S Raven. Cllr P Thompson is the other representative on the Harbour Trust. Advisory Group to deal with research with the Constitution. Constitution cannot be considered at present as this is still being drafted. Negotiations still ongoing between SHADRA and Harbour Trust.
11. Open Spaces Society: - Agreed to subscribe for £45 per annum. Proposed Cllr K William-Powlett, seconded S Raven.
12. Consultation of the Environment Agency national flood and coastal erosion risk management strategy: - No comments.
13. Local Plan from North Norfolk District Council: - No comments
14. Noticeboard from the Village Hall: - This had already been removed from outside the Village.
15. Dog waste bins: - Clerk had circulated rules and regulations for placing a dog bin. Clerk had spoken to the owner of the Caravan Park. Discussion on where to place and costs. Clerk to check with Superhero to see if they would contribute to cost. Clerk to cost for maximum of 45 litre and ask Superhero if they would contribute for perhaps 2.
16. Clerk's Appraisal: Cllr H Faire and Cllr P Thompson to complete this.
17. Defibrillator: -
 - a) Signs to be placed at the Boathouse: Agreed to purchase sign for Boathouse and Village Hall.
 - b) Paediatric pads for the defibrillator: - Quotes circulated to councillors. Ask Superhero if they would purchase these.
 - c) Inspection of defibrillator: - Maintenance sheet has been prepared. Volunteer has agreed to inspect once a month and complete form for Clerk to hold.
18. Norfolk Parish Training and Support: - Cllr K William-Powlett and Cllr A Edwards are completing the induction for councillors. Proposed Cllr H Faire seconded S Raven
19. Planning:
 - a) Alterations to fenestration including new glazed gable and removal and replacement of porch at Mays Way East Harbour Way Burnham Overy Staithe Norfolk PE31 8JF 19/00900/F – This had been returned as no comments either for or against.
20. Allotments:
 - a) Inspection completed: - Plot 7a and 9a letters to be sent as overgrown. Plots 1 and 2 are still vacant.
 - b) Lease: - Still waiting for the landlords solicitors to send back the lease.
21. Playing Field:
 - a) Inspections completed. Ladder still not fixed, Clerk to chase. Goal Posts not been ordered as yet.
 - b) Lease: - Clerk had completed the documents and sent these back to the landlords' solicitors. Waiting on the final signed document to then send to NP Law to register at HM Land Registry.
22. SAM2 results for speeding and Camera Speeding Team: - Tower Road was 70 mph. Clerk has asked for the camera speed team to come to both parishes. They will record the data to check the averages of the speeds. Police Liaison coming on Thursday 4th July at Burnham Market Village Hall between 10 and 12 pm.
23. To receive reports from meetings attended by councillors.
 - a) Clerk – Networking Meeting: - Clerk had circulated to councillors' recommendations from Norfolk Parish Training. Website need to comply with Accessibility Law.

- b) Village Hall: Cllr H Faire commented on the AGM. Downpipe leaking and had leaked through the wall of the village hall. This has now been replaced.
- c) Scolt Head & District Common Right Holders AGM: Cllr S Raven explained most was ongoing with the common rights.
24. Correspondence received: - List online. Received the following:
- British Cycling Championships – Road closures round parishes on 30th June.
 - Norfolk County Council – repair pothole between Hard and East Harbour Way.
 - Superhero – Saturday 22nd June East Harbour Way closed. Risk assessment received.
 - Norfolk County Council Parish Partnership – Grant letter received.
 - Common Rights transfer from Norfolk County Council.
 - Member of Public regarding verge along East Harbour Way to Chapel Lane. Rangers to clear.
25. To receive items from councillors for the next agenda: - Co-Option, Survey
26. Public participation: - Members of the Public Views Only
- Discussion as to the 77 acres and whether the Parish Council officially own the marshes. Councillors explained that the Advisory Group needs to go through the latest advice from the solicitors.
 - Discussion on the creeks, as this is unregistered it does not belong to Holkham Estate and must be controlled by the Parish Council as it is common land.
 - Discussion on Mill Fleet dam.
 - Asked if permission was given for the dog bins to be placed on common land, on the Hard.
 - Member of the Public asked why public toilets have not been provided and discussed. Grants available and a portable toilets could be placed on the playing field.
 - Member of SHADRA invited the councillors to the next meeting of SHADRA at the Millennium Centre on 5th July at 7 pm.
 - Discussions regarding the Harbour Trust and why they do not exist. New Constitution has not been adopted yet and therefore cannot move forward.
 - SHADRA still waiting for Holkham and Harbour Trust Trustees to get dates together to meet. Parish Council will be invited.

Meeting closed: 19:55

Date and times of next meetings:

Tuesday 9th July, Tuesday 17th September, Tuesday 15th October Tuesday 19th November and Tuesday 17th December 2019 in the Village Hall at 6pm.

AMENDED MINUTES

.....Chairman Dated: 9th July 2019

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