

# Burnham Overy Parish Council

Minutes of the Parish Council Meeting held on Monday 6<sup>th</sup> December 2021 at 6.30 pm in the Village Hall, Burnham Overy Staithe.

Present:

Councillors: Katherine William-Powlett (Chair), Johanna Howell, Avril Edwards, Sarah Stevens, Neil McCallum-Deighton, Clerk Sarah Raven

Members of the Public 5

1. Apologies for absence:  
Apologies were given by Cllr P Thompson (personal) which were PROPOSED, SECONDED and AGREED to accept.
2. Minutes of the last council meeting:  
The Minutes of the meeting held on 18<sup>th</sup> October 2021 were APPROVED as a correct record of the proceedings and signed by Cllr K William-Powlett. Cllr A Edwards was thanked for investigating the skip on West Harbour Way and for this finally being removed.
3. Declarations of interests: -  
Cllr A Edwards and Cllr K William-Powlett item 11.
4. Clerks Report:  
Update dog bin quote has been received.
5. Borough and County Council Report:  
Cllr A Jamieson sent a report to Councillors.

It was PROPOSED, SECONDED and AGREED to move item 9 to be discussed now.

9. Village Hall Funds for replacement windows and doors:  
The Village Hall Committee had raised a considerable amount of money towards the funding of the windows and doors. Unfortunately, the parish council could not reclaim the VAT back. The Chairman and Treasurer of the Village Hall gave an update of quotes and expenses for the refurbishment. Work to start 26<sup>th</sup> March until 6<sup>th</sup> April. AGREED in principle that the reserve of £1000 for the Village Hall can be given if needed for the refurbishment.
6. Superhero:  
The Superhero Team were unable to attend the meeting but will be at the January meeting.
7. Public Participation:
  - Marsh Lane – Raised problems of bonfires being held on the triangle between New Road/Marsh Lane. Report to Borough Council.
8. Queens Platinum Jubilee Celebrations:  
Discussion on the celebrations for June 2022. It was AGREED to have a working party to be set up to include Cllr K William-Powlett, Cllr A Edwards and Cllr S Stevens together with parishioners. Terms of Reference for a working party to be completed, Clerk to action.

10. Tree Plaque for Millennium Oak Tree:  
It was PROPOSED, SECONDED and AGREED to have a stainless-steel plaque size 15cm x 10cm on wooden back size £69.45 plus VAT.
11. Allotment Fees increase in fees October 2022  
Cllr K William Powlett and Cllr A Edwards did not take part in discussion.  
It was PROPOSED, SECONDED and AGREED to increase the rent as of September 2022 to £25 per whole plot, £12.50 half plot and £8.50 third plot.
12. Boat Park Fees Increase January 2023:  
Discussion on increase of fees. It was voted to raise the rent to £275 - 2 For 3 Against.  
It was then PROPOSED, SECONDED to raise the rent to £250 per annum per plot - 3 For 2 Against. Notice to be sent to all plot holders of increase.
13. Budget:  
Discussion over 2<sup>nd</sup> draft of budget. £1200 from business and £200 from Tennis Club as donations. It was PROPOSED, SECONDED and AGREED to use the £1400 donations to be offset from the precept.  
  
Hedge cutting fee not used in this year's budget. It was AGREED to transfer to Reserve Tree/hedge cutting fees.  
  
Overpayments in March 2022 AGREED to be moved to Reserve Account for open spaces furniture/installation.  
  
Any overpayments for Allotments and the budget for allotment to hold separate from current account and place in Reserve. AGREED  
  
It was PROPOSED, SECONDED and AGREED to set the precept for 2022/2023 at £13274.00.
14. Welcome Back Fund:  
Discussed the Welcome Back Fund might fund the Noticeboards. It was AGREED to ask for the 8xA4 size from Harry Stebbings Workshop.
15. Jubilee Bench:  
It was PROPOSED, SECONDED and AGREED to have the following features, natural finish, capital wording of BURNHAM OVERY PARISH COUNCIL along the front.  
To check that the Jubilee crest will be carved.
16. Lease for Playing Field and Allotment:  
Lease has been sent through for the playing field and Cllr K William-Powlett to deal with signing. Allotment lease still be sorted.
17. Finances:  
a) Payments: PROPOSED, SECONDED and AGREED the payments.

Payments	£	Receipts	£
CGM Group	246.50	Tennis club spraying invoices £69.00 Contribution £200.00	269.00
S Raven wages Nov	550.37	Plot 10a £25 deposit rent £7.50	32.50
Holkham Estate Playing Field Rent	12.50	Covid Donations x2	400.00
Holkham Estate Allotment Rent	75.00	Allotment Rent plot 6c	7.50
Mr G Elston (Skate ramp repair)	107.00	Allotment rent Plot 9c	10.00
Poppy Appeal Wreath	25.00		
S Raven wages (oct)	550.37		
Currys laptop insurance	5.50		

Clerk explained the situation regarding CGM invoices.

b) Financial Statements October and November: AGREED

c) CIL grant application received: If the Welcome Back Fund was not able to supply the notice boards, then apply for funding from the CIL grant. Other projects to be considered at next meeting.

18. Meeting Dates 2022:

Monday 17<sup>th</sup> January 28<sup>th</sup> February, 11<sup>th</sup> April, 23<sup>rd</sup> May, 4<sup>th</sup> July, 5<sup>th</sup> September, 17<sup>th</sup> October, 28<sup>th</sup> November 2022. AGREED to have two meetings in the Church 11<sup>th</sup> April and 4<sup>th</sup> July.

19. Christmas Cards:

It was AGREED to send Christmas Cards to people who had volunteered, helped or supported the village. List given and Cllr K William-Powlett to action.

20. Agenda Items for Next Meeting:

Village Sign for Burnham Overy Town.

21. Public Participation.

- Suggestion regarding village sign being installed at Burnham Overy Town. Plinth not needed.
- Thanking the people who distribute the newsletter.
- Boat Park was originally called "The Patch". The licence states it doesn't have to be boats but can be cars etc.

Meeting Closed: 8.15pm

Date and times of next meetings Monday 17<sup>th</sup> January, 28<sup>th</sup> February, 11<sup>th</sup> April (Church), 23<sup>rd</sup> May, 4<sup>th</sup> July (Church), 5<sup>th</sup> September, 17<sup>th</sup> October, 28<sup>th</sup> November to be held at the Village Hall, Burnham Overy Staithe unless otherwise stated.