Burnham Overy Parish Council

Minutes of the Parish Council Meeting held in The Village Hall, Burnham Overy Staithe on Tuesday 19th March 2019 at 6.00pm

Present: Councillors: Anne Scoles (Chair), Simon Raven, Pamela Thompson, Bridget Bunkle, Margaret Sizeland, Henrietta Faire, Paul Lingwood, Clerk: - Sarah Raven, Members of the Public 3.

Welcome by Chair. Purdah was explained.

1. Apologies: Cllr Andrew Jamieson (County Council) and Cllr Sam Sandell (Borough)
2. The minutes of the last council meeting held 19th February 2019 were approved and signed by the Chair. Proposed Cllr H Faire and seconded Cllr M Sizeland
3. Declarations of interest – Cllr S Raven 6a 6b 9 and 11
4. The meeting was adjourned to invite public participation: - None
5. Finances:
   - BCKLWN had sent through a report £2358 to be received as a CIL payment at the end of April. Training for the Clerk on CIL to take place.
   - NP Law subscription was to be renewed at £400 plus VAT for 10 hours or Ward Gethin for £400 for 5 hours advice but offer discount on legal work. Agreed to stay with NP Law.
   - Cheque for £112.50 paid in December, contractor has cashed the cheque and been paid into his account however NatWest had taken the payment from someone else's account not the Parish Council. The bank cannot trace the payment. Therefore the cheque was therefore still not reconciled.
   - Scolt Head and District Common Rights Association had asked for a donation. Agreed to send a Grant Award Form for them to complete.
6. Payments Approved.

Payments	**£**	**Receipts**	**£**
S Raven Hire to Norton February	41.08	Burnham Norton Jan/Feb	82.16
S Raven wages (February)	267.02		
Currys Laptop Insurance Cover	5.50		
BCKLWN (dog waste collection)	180.96		
Norfolk Parish Training (Subscription)	72.43		
Acorn Pest Services (Moles)	112.50		
S Raven Hire to Norton March	41.08		

Agreed - Proposed: M Sizeland Seconded P Lingwood

7. Allotments:

a) Inspections and actions taken: - Cllr Raven and Clerk completed inspection. New wooden waste bins been placed on plot 6. These have just been installed. This is over the boundary line. Agreed to write to all allotment holders regarding lease and compost bins might have to be on their allotment rather than outside the area.

8. Playing field:

a) Inspections: - Caps will be ordered to fill in the holes on the trim trail. Needs grass seed to be reseeded outside tennis courts. Agreed to wait until zip-wire installed to prevent further damage.

b) Site meeting on Thursday 21st March for the zip-wire. Noted to leave enough room for a tractor to cut the hedge.

c) Quotes for new play equipment to replace what needs to be repaired circulated. Football goal not agreed as these break easily. Clerk to get quotes for maintenance and removal for next meeting to be discussed.

9. Lease for the playing field: - NP Law had reviewed the Title Numbers and they were approved with no queries. Holkham would be agreeable to have a meeting if needed. Landlord solicitors had added the condition of the chancel repairs for St Clements Church

that Parish Council not responsible for costs. Only condition was the three months' notice for events. Revised draft to be sent to councillors for consideration at the next meeting to agree. Village Hall parking not an issue as this was outlined in the Lease to the left of the main gate but if the whole of the playing field was to be used this would constitute Holkham giving approval.

10. Tree Inspection Risk Assessment: - Insurance Company would like a tree inspection risk assessment in place. Tree surgeon to give opinion every three to five years. Must be inspected after a storm or at least once a month reported. Clerk to do this and notify at meeting once a month.
11. 77 Acres – Meeting arranged with Holkham on Friday 22nd March to establish update on the 77 acres. Clerk read out letter received from Member of Public regarding 77 acres and common land. NP Law Solicitor had given advice regarding the registering of the creeks and foreshore was not appropriate to do or that not enough evidence challenging the title of 77 acres in a court.

Adjourned meeting for members of the public to speak:

- Regardless of the ownership of the 77 marshes, the Parish Council should not be placing signs on the common but only Common Right Holders can give permission. Signs by Harbour Trust has Parish Council name at the bottom of the sign.
- Member of the Public read out advice from Solicitor regarding 1965 Commons Act regarding common land and common right holders.
- Burnham Overy Harbour & Commons Trust to be formed to manage the fairway and creeks. Query why the Parish Council had not registered the creeks and foreshore - Land Registry will look at the titles for £40.
- As unregistered common land it is under the care of the Parish Council.
- Scolt Right & District Common Right Holders had issued a Licence for Superhero to access the common during their event.
- Member of Public also explained that Common Right Holders can stop parking on the Hard, no boats on green verges along East and West Harbour Way only boats owned by Common Right Holders would be allowed on common land.
- Burnham Overy Harbour Trust gets money from licensing the launching of the boats. Only Common Right Holders should be able to give licenses out.

The signs would be removed when the new Burnham Overy & Commons Harbour Trust is formed. Agreed that the Parish Council should be liaising more with Scolt Head & District Common Right Holders. Clerk to look around Creek regarding signage. To be discussed at next meeting.

Cllr Paul Lingwood left the meeting

12. Defibrillator: Superhero had updated that the Defibrillator had been installed outside Boathouse. This will be in the box by Easter. Training is available and Superhero would do this free of charge. Max of 12 people. Clerk to get dates towards end of May. Hold at Village Hall and then place in Newsletter to ask for people if they would like to attend the training.
13. SAM2: - New Road speed analyse was 60mph on the 10th March at 4.30pm.
14. Local Plan: - Extra week for the consultation finishing at the end of April. No comments to make on the Local Plan.
15. Reports from Meetings: -

a) Course public rights of way/common land: 2006 Common Land Act is not in force at present in Norfolk yet. If any public rights of way need to be registered this needs to be completed as soon as possible. Councillors to look at definitive map and put as an agenda item next meeting. Signs had been removed near the Bank at Overy that no cyclists are allowed on the Bank as footpath. Cllr Thompson to check signs regarding cyclists.

b) Clerks Networking: Need to update the website under the Regulation regarding accessibility for screen readers to access the website. Clerk to redo the website to be compliant. Also place if they would like a different format.

c) Village Hall meeting: Cllr Faire explained swapping the fridges, new taps ordered. Good financially and Lawn maintenance is going well. Superhero had been asked for Risk Assessment and Kayaks allowed to park on playing field. Clerk to check wording in minutes regarding the £150 for the Hall from now on. Conditions of Hire not been sent to Parish Council for information as stated in Village Hall Minutes.

16. Norfolk County Council letter regarding Common Rights: - Read letter from Norfolk County Council. Agreed for this to be sent.
17. Correspondence:
    - Anglian Water – Sorted road closure signs still there after two weeks.
    - Lynx Bus – Not able to get through with road works at the bottom of New Road and had to cancel some services through Overy Staithe.
    - Elections – Update from Borough
    - Wells Maltings – Posters will be placed in the Noticeboards advertising what's on.
    - Rangers – Not completed work, email back to them to get saplings removed along Wells Road
    - UK Power Network – Storm guidance.
    - Member of Public – enquiry regarding play area.
    - Norfolk County Council – Common Right transfer
    - Norfolk County Council – Mobile Library times changed. Timetable placed in noticeboards.
    - Borough Council – Small Business Relief paperwork in.
18. Items from Councillors for the next Agenda: - Risk Assessment,
19. Public Participation – None

Meeting closed 8.20 pm.

Date and time of next meetings – 16th April, 14th May, 18th June, 9th July, 17th September, 15th October . Meetings at 6 pm in the Village Hall, Burnham Overy Staithe.

…….……Chairman Dated: 16th April 2019

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