

Burnham Overy Parish Council

Minutes of the Parish Council Meeting held via Zoom on
Monday 8th June 2020 at 6.30 pm

Present:

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

Welcome by Chair.

1. Apologies for absence:
None
2. Minutes of the last council meeting:
Held on the 11th May 2020 were circulated. Approved without amendment and signed by the Chair, Cllr S Raven as a true copy. Proposed Cllr A Edwards, seconded Cllr K William-Powlett.
3. Declarations of interests: -
Received from Cllr S Raven on items 5 in relation to Clerk.
4. Public participation: (Members of Public Views Only) –
Cllr S Sandell (Borough Councillor) gave a report. She explained what the Borough Council measures had been put in place regarding tourists to the area. Borough Council is promoting tourists to the area. The Borough have not been to Overy as there are no amenities or facilities in place. Cllr Sandell explained that she had received several complaints regarding Burnham Overy. These included second homeowners, 200 people walking along the Bank and felt they had been visiting, also holiday cottages being used. Issues arising from renting out holiday cottages as second homes not paying business rates but just paying council tax, not paying trade tariffs and then cannot get a grant from the Borough. Cllr McCullum-Deighton enquired about the promoting of tourists and transmission of the virus to the area as Overy has a large population of elderly. Cllr K William-Powlett wanted to know more about the comments received by Cllr Sandell at the Borough as these had not been passed to the Clerk. This was explained by Cllr Sandell that these were Borough issues not Parish.
5. Bank Reconciliation, Significant Variances and High Reserve Form for yearend:
Agreed the documents were in order. Approved. Proposed: Cllr N McCullum-Deighton seconded: Cllr S Stevens
6. Internal Auditors Report on the Annual Governance and Accountability Return 2019/2020 (AGAR):
Explaining the Internal Auditors Report and agreed. Cllr A Edwards seconded Cllr K William-Powlett.
7. Approve Section 1 – Annual Governance Statement 2019/2020 of the AGAR:
Cllr S Raven read out the statements. Agreed. Proposed Cllr A Edwards seconded Cllr K William-Powlett.

8. Approve Section 2 – Accounting Statements 2019/2020 of the AGAR:
Read out by Cllr S Raven. Agreed. Proposed Cllr S Raven seconded Cllr K William-Powlett. Clerk explained the Electors Rights, would be placed on the website and noticeboard.
9. Approve the finances for May 2020:
Agreed proposed Cllr A Edwards seconded Cllr S Stevens.
10. Payment to be approved: -
All payments approved. Agreed Proposed Cllr S Stevens, Seconded Cllr A Edwards.

Payments	Amount £	Receipts	Amount £
CGM Group	63.00	Burnham Norton Hire of Clerk	49.56
Steve Jackman (website)	45.00	Burnham Norton shortfall from April.	7.28
BHIB Insurance	359.07		
Ladywell Accountants	72.00		
Sarah Raven (tape)	6.04		
Roger Gillett Internal Auditor	30.00		
S Raven Zoom May	14.39		
S Raven wages May inc Norton	524.17		

11. Emergency Community Plan:
Clerk to update this as it was last updated in 2009 and filed with the Borough Council.
12. Covid-19 Crisis for the parish:
Cllr K William-Powlett wanted to check that everything was being done to support the community. There are volunteers in place at Burnham Overy Staithe and Burnham Overy Town. WhatsApp group extremely useful. People are still shielding and isolating in the village. Discussion on communicating with neighbours and who are isolating and vulnerable. Clerk acting as co-ordinator and Hub situated at the Borough Council. Website needs to be kept up to date as constantly changing. Chair asked the Public's opinion who were on Zoom.
 - Is there anyone being missed who are not on the WhatsApp group or do not use the internet. Leaflet could be placed in Boathouse window although shielding people will not see this.
 - Support has been wonderful in the village. Could contacting people asking if they are well and needed anything be helpful?
 - Must remember there are people too frightened to come out. Hospitals have now starting orthopaedic surgery and people after operations will have limited mobility. Churches to open for private prayer on Monday 15th June.
 - Directory available for phone numbers.

Agreed for Councillors to speak to the community.

13. Supply for water to the Allotments:
Agreed for Clerk to find out a quote as to how much it would cost for a standing pipe to be placed on the allotments. Agreement would need to be approved by landowner as well. Proposed by Cllr K William-Powlett to investigate the cost of supplying water, seconded Cllr S Stevens.
14. Complaint from Borough Council regarding dog bin waste including litter:
Borough Council photographed that not just dog waste was being placed in the bins. The bins were overflowing. People were using them as a rubbish bin. If it happened again the Borough Council will refuse to empty the waste. Litterbins cost for a housing

unit of £200 to £400 and then £100 to empty a year. Discussion regarding whether litter bins were needed. General feel is that litter bins are not required. Agreed to have a sign placed on the back and top of the dog litter bins to highlight that no rubbish should be placed in them. Explained that the dog bins will be placed in Burnham Overy Town and there is one to be placed on New Road near the playing field, but the licence had not been granted yet. Also, to investigate sponsorship of a dog bin. Proposed Cllr S Raven seconded Cllr A Edwards

15. Social Media Policy:

This was agreed. Proposed Cllr S Raven seconded Cllr McCullum-Deighton

16. Fly Tipping on Green Lane:

Borough Council had been informed of electrical items been placed on the verge. This is classed as an unmaintained road the verge is not Borough Council but is private land with the field. Clerk to write to Holkham to see if the verge was in the boundary of their field.

17. Land next to Marsh Lane:

This is just an update of the triangle piece of land next to Marsh Lane, Burnham Overy Town. It was reported that bonfires and farm machinery were being left on this piece of land. This land is owned, the Clerk has had sight of the Conveyance showing the area in question. If bonfires continue these can be reported to the Borough Council online or by telephone.

18. Training for WIX websites:

Clerk asked for training of WIX websites. The price was £180. The website had been updated and was now compliant with the Website Accessibilities Regulations due to come into place in September. Councillors requested to see if Burnham Thorpe PC would share the cost.

19. Meetings Attended by Councillors: -

None

20. Correspondence Received: -

- Copy of Scolt Head & District Common Rights Association – Moorings policy amendments to Holkham
- Member of Public regarding parking on the Hard and West Harbour Way. Sign does not state no overnight parking. Clerk had written to Harbour Trust for clarification on the lease.
- Member of Public – Speeding along Tower Road and gateways. Clerk had asked if the Camera Safety Team to be sent out.
- Payphone Services – BT will not change the mechanics of the phone to allow cards or prepayment cards. All calls to go through international operator. Clerk to place a larger notice in the payphone to explain how to make calls.
- Member of Public – Oak tree near the allotments asking if a plaque and a preservation order can be placed on it.
- Member of Public – Complaint about rabbits on the playing field.
- Member of Public – Footpath at top of New Road dangerous. Highways been informed and were scheduling an inspection.
- Member of Public – Enquired about the play equipment being closed, due to Government guidelines.
- Member of Public – 15mph sign had appeared on East Harbour Way.

21. Items for next agenda: -
Dog bin to be placed on Tower Road.
22. Public participation – Member of Public Views Only
Andrew Jamieson (County Councillor) gave a report and did not think the Borough Council had marketed aggressively. The Borough opened the carparks and toilets opened. People are going to come to the coast, and everyone must be ready for that. Second homeowners cannot come and stay overnight due to Government guidelines. Cllr Jamieson explained that he does receive the statistics for West Norfolk regarding the Coronavirus and will let us have a copy.
- Cllr S Sandell explained that lots of complaints regarding bonfires and noisy neighbours had been reported to the Borough Council. Also, the orthopaedics department has already opened at the Queen Elizabeth Hospital.
 - Member of Public: Thanked everyone who has helped in getting shopping and newspapers. Not agreeable to people coming into the village. There are a lot of people over 75 years old and vulnerable.
 - If rubbish was left on the ground is this classed as fly tipping. As Holkham land would they not be able to clear it.

Meeting Closed: 8.pm

Date and times of next meetings,

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: 6th July 2020

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