

Burnham Overy Parish Council

Minutes of the Meeting held in the Village Hall on Monday 21st November 2016 at 6.00pm

Present: Councillors: Anne Scoles (Chairman), Margaret Sizeland, Simon Raven, Bridget Bunkle, Pam Thompson, Iain Mackechnie Jarvis, Henrietta Faire Clerk Sarah Raven, Members of the Public 17.

The Chairman welcomed Councillors and members of the public.

1. Apologies were accepted from Cllr Richard Bird (County Council)
2. The minutes of the last council meetings held 19th September 2016, 17th October 2016 and 10th November 2016 were approved and signed. Proposed Cllr P Thomson seconded Cllr M Sizeland
3. No declarations of interest.
4. The meeting was adjourned to invite public participation.
Superheroes explained that they had raised £85,000 for the Air Ambulance this year. The next Superhero will be on the 17th June 2017. The Charity for this event will be not just one main charity but setting up a foundation for smaller charities. It was asked whether a defibrillator could be looked into and was discussed. To be looked into again.
Bees: A parishioner asked if the Council had any questions that needed answering before the agenda item regarding bees being kept on the allotments. Insurance was a query. The parishioner has insurance and is a member of the Bee Keepers Association of King's Lynn. Rules for bees on allotment: land owner's permission, allotment holders permission before a vote can take place. During the discussion a member of the public asked whether Cllr Raven should have declared an interest as he worked for Holkham. Cllr Raven asked for it to be minuted that he would not be influenced by Holkham. Cllr Raven wished it to be minuted that he objected to the allegation made by the parishioner. He would therefore have his own opinion about bees being kept on the allotments. Agreed to ask Holkham Estate for their permission and then place on agenda for next meeting.
Boat Park: Parishioner asked for clarification on the name of the Boat Park. It originally was called The Patch. Agreed that it will be called the Boat Park. It does not mean that only boats can be placed on the boat park.
5. Planning Application: 16/01893/F Erection of single storey glazed canopy at 30 New Road Burnham Overy Staithe King's Lynn Norfolk PE31 8JD – No objections.
Planning Application: 16/01911/F Erection of boundary wall to front of dwelling at 6 Mill Farm Mill Road Burnham Overy Town King's Lynn Norfolk – No objection
Planning Application: 16/01978/LB Listed Building Application: Internal alterations to the C20 extension to the windmill to enlarge the kitchen area. Works to include removal of flue and internal loadbearing wall and provision of new fire compartmentation around the stairs leading to the first floor at The Windmill Tower Road Burnham Overy Staithe King's Lynn Norfolk – no objection.
6. Payments approved. Clerks Salary £373.24 (£186.62 September, October) Aon Insurance £173.93 Laptop Cover Currys £11.00 (£5.50 Sep/ Oct) Norfolk Training Courses for Clerk £35, £45, £45 and £60 Payment to Clerk for Tape and Cabinet £10.20 and £138.00 respectively Holkham Rent £75 allotments and £12.50 Playing Field. Receipts: £180 (allotment rents) Cllr Sizeland asked if Clerk could be paid for the extra hours.
7. Transparency and Freedom of Information from the ICO: grant approved to go to NALC. Freedom of Information pay £35 for the year. Agreed
8. Trod at East Harbour Way: Grant had been sent in. Cllr Bird and Cllr Sandell had sent in approving letters to help with the grant. Norfolk County Council will let us know whether successful with the grant in about March/April. If grant obtained would then go to the Highways Department to schedule in works.
9. Trod at Burnham Overy Town: Cllr Raven had cut the hedge back. Highways had given an updated figure for the trod of £4268. There were complications regarding drainage and a fence

and BT box cutting the road short. Deadline for grant application 12th December 2016. Decided not to go ahead with this - Proposed by Cllr Thompson Seconded Cllr Sizeland. Cllr Raven objected.

10. Allotments: Rents have now been paid. Waiting List – Keep a waiting list and put on the policy for the allotments. All allotments tidy. Agreements: Tenancy agreements out of date. NALC had a draft agreement and this should be incorporated with the old ones. This to be moved to the next agenda.
11. Boat Park Statutory Declaration had been signed by Cllr Scoles and sent back to the Solicitors in readiness to be sent to HM Land Registry.
12. Other land: Land next Ship House, Land opposite Ship House, New Road, and grass area where the memorial benches are. Solicitors to register the other pieces of land were £600, Three quotes obtained from Estate Agents to do the report for the Land Registry fee: £700 from Sowerbys, £500 from Bedfords and £200 from Spaldings all exc of VAT. Solicitors would register by way of Missing Title Deeds rather than adverse possession. Cllr Mackechnie Jarvis queried whether it needed to be registered. Agreed to leave and not get registered. Place the pieces of land in asset register for proof of ownership.
13. Tress at New Road: Arborcraft Tree Care gave a quote would charge £450 plus VAT. Norse finding it difficult to cut underneath trees as so low. Not in conservation area. Agreed. Proposed: H Faire Seconded M Sizeland
14. Village Hall Payment: Cllr Faire explained that a donation would be appreciated for the Parish Council to pay a fee for using the hall. An annual donation was suggested of £200 to £250. Agreed that £250.00 annually. Proposed Cllr Mackechnie Jarvis Seconded Cllr Sizeland
15. Playing Field: Skate Park has a cracked. Repair quote £349.57. Clerk to find quotes to remove skate park for next meeting. Burma Bridge: Post broken off. Safe at present. Quote for £2447, for new bridge, Quote for repairing one post £318, cannot guarantee the other posts. Quote to remove the bridge. Cllr Raven asked if perhaps a letter can be sent around the Parish if they wanted to give a donation towards the play equipment. Cllr Mackechnie Jarvis would let Clerk have details of other organisations for play equipment. Norse: Payment for contracted works would not be increased for 2017. Two invoices to pay as per contract of £540.76 and £527 six monthly charges. Credit note of £66.31 for missed cuts. Clarification from Norse when cutting checklist now to be completed and sent by email to Clerk once a month. Moles: Two quotes Acorn Pest and Country Services for a contract of 12 month charge £450 per year. Another quote for first visit £375 and second visit £250 totally £625. Agreed to go with Acorn Pest and Country Services Proposed Cllr Sizeland seconded Cllr Faire
16. Budget 2017/2018: Running through proposed budget. Amending and redo as draft ready to circulate and set precept at January meeting.
17. Village Sign: Cllr Bunkle explained where the Steering Committee are at, a meeting is proposed for 29th November. A sketch plan was being drafted by the Village Sign People. Only site proposed was the triangle. Highways would need to do a site visit to give their permission.
18. Policies and Procedures: Another meeting to be arranged to do these in the next few weeks.
19. Boats at the Entrance of the Hard: Highways had advised to place signs on the boats that blocking and parked on the grass near the Watch Tower. These were on Parish Council land and Highways land. Signs had been placed in September. Two had moved however one is still there. Not known whose boat it is. Another notice to be placed on the boat giving the owner giving until January 2017. After this date Highway will be informed and then taken for fly tipping.
20. Chapel Lane: Cllr Mackechnie Jarvis explained this was no better and no worse. Morrisons Utility had been out and completed the work which they had been asked to do. Raynors Row: Builders who were doing building work on this property had placed cement mixers and bricks on the land. They had removed the fence to the bank and had a dumper truck on the Bank. Clerk had asked the builders to move as Norse wanted to cut the grass. Clerk informed Environment Agency and they were going to get the enforcement team to look at this. Clerk to speak with Environment Agency and letter to owner. Cllr Sizeland thanked Cllr Raven for mending the bench.
21. Coasthopper: Problems with the bus going through Burnham Overy Town rather than Burnham Overy Staithe in the summer. Letter to go to Stagecoach to see if they can come to meeting and explain the timetables and connection issues.
22. Speed Limit: No data received since contacting them in September. Clerk to chase.

23. Village Sign Burnham Overy Staithe: Cllr Mackechnie Jarvis agreed this can go to the next meeting.
24. Floodline: Clerk explained the emergency procedure was very out of date. Agreed that this was not necessary.
25. Boat Park Licence Agreements: This to be moved to next meeting
26. Meetings Attended: SNAP nobody had been able to attend, Hall Management Meeting
Cllr Raven explained regarding the alleyway between the Village Hall and the neighbouring house. Clerk to write to owners to see if guttering could be fixed to safeguard the halls outside walls time limit to get done by end of year. Letter to go Recorded Delivery. New bulbs had been fitted to the Hall. Back area of Hall to be landscaped in the spring.
27. Correspondence: List of correspondence read out.
28. Receive items from Councillors for the next agenda: Marsh area 77 acres,
29. Public Participation:
Registering Land: Parishioner explained that the land should be registered as HM Land Registry would not inform the Parish Council if someone were to register the land for themselves.
Coasthopper: Timetable use to state which one go where and whether they go through Burnham Overy Staithe or Town.
Parishioner explained that perhaps a caution could be placed on the land with Norfolk County Council. Clerk to speak with Norfolk County Council and Land Registry.
30. Meeting closed 8.15 pm

Date and time of next meeting – Monday 16th January 2017. 6pm in the Village Hall

.....Chairman Dated: 16th January 2017

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