

Burnham Overy Parish Council

Minutes of the Meeting held in St Clements Church, Burnham Overy Town on Tuesday 18th April 2017 at 6.00pm

Present: Councillors: Anne Scoles (Chairman), Margaret Sizeland, Pam Thompson, Henrietta Faire, Bridget Bunkle, Sam Sandell (Borough) Clerk Sarah Raven, Members of the Public 0.

The Chairman welcomed Councillors.

1. Apologies were accepted from Cllr Simon Raven and Jonnie Usher (Internal Auditor)
2. The minutes of the last council meetings held 21st March 2017 were approved and signed. Proposed Cllr M Sizeland seconded Cllr H Faire
3. Declarations of interest and pecuniary interests - None
4. The meeting was adjourned to invite public participation. None
5. Payments :

To approve payments:

Laptop Insurance (March)	5.50	HM Revenue & Customs overpayment of tax	261.20
Wages (March) Sarah Raven	186.62	Transfer from Reserve	1175.00
Sarah Raven – January Overtime	25.83		
BCKLWN Dog bins	162.24		
Ladywell – Payroll	50.00		
Acorn Pest & Services Moles	112.50		
Norfolk County Council – Trod	1175.00		
Sarah Raven – Accident book	5.40		
New Dog Bin purchased	103.82		
Sarah Raven – repayment of tax	261.20		
Holkham Rent Allotments	75.00		
Holkham Rent Playing field	12.50		

All payments approved.

6. Clerk's timesheet for overtime of 10 hours for March was approved.
7. Internal Audit will be discussed at the meeting on 16th May as Mr Usher was unable to attend the meeting.
8. The resignation of Cllr Iain Machenie Jarvis was discussed. Borough Council of West Norfolk had sent a Notice of Casual Vacancy form through to be displayed on the Noticeboards.
9. Allotments
 - a) Termination of tenancy for plot 9a was accepted. Clerk to see if next on the waiting list wanted to take this over.
 - b) An inspection of the allotments took place with the Clerk and Chair. Letter needs to go to plot 3a as this was untidy.
10. Playing Field
 - a) The lease for the playing fields was being considered by Holkham. Holkham were considering doing one lease for both playing fields to incorporate the tennis courts rather than two separate leases. T Raisbury was able to undertake the work on the playing field he would charge £50 for the springs on the gates, concrete for the skatepark and the trip hazard round the swings. He would also charge £20 to put the new dog bin on the fence near the Bank. Agreed for this to go ahead. Play inspection was agreed to take place by Playsafety Rospa for June.

- b) Signage for the playing field approved. Safety Steward Supplies would be charging £12.62 plus VAT.
11. 77 acres of marsh land at Burnham Overy Staithe. This is ongoing. Chair and Clerk to attend Norwich Record Offices on the 8th May. Holkham invited the PC to view the conveyance and Clerk was waiting for a suitable date to attend.
 12. Speed limits – Clerk to write to Sally Bettinson of Highways to ask why the Pedestrians in the road signs had not been placed in Overy Staithe and Overy Town yet. These were recorded in the minutes back in March 2013 and not been completed yet. Clerk to ask for a quote regarding red tarmac, moving the signage back before entering the villages, about dropping the speed limits in both villages and 50 mph speed limited in Overy Town before the 40mph limit and in Overy Staithe 40 mph before the 30mph limits. Clerk to find out quotes for flashing speed limit signs with data boxes.
 13. Local Plan and Neighbourhood Plans – Burnham Thorpe had invited the Councillors to attend a meeting with BCKLWN and Burnham Market Parish Council at Burnham Market Village Hall on 11th May from 7 to 9.30 pm.
 14. Insurance Policy and Norfolk Association of Local Councils: The insurance policy was locked into a three-year term and could not be changed until next year. The renewal quote had not come through as yet. If the insurance for the fences of the tennis court wanted to be increased there would be an additional fee of £96.00. This was rejected and to keep everything the same. Norfolk ALC price was £100.49 agreed to renew subscription.
 15. Trod East Harbour Way – Sally Bettinson of Highways had explained that she was having a meeting with the designer on 24th April. The works would take place 8 to 10 weeks after that. Clerk to write to make sure this does not happen during August.
 16. Boat Park – The application to register the boat park had been amended and resent to HM Land Registry. There was an issue with the wall boundary which was hopefully now clarified.
 17. Signage for boats on East Harbour Way: There was a small pink boat on the grass near the Watch House however had no sticker on it for Harbour. Clerk had put a notice on this to be moved.
 18. Meeting Dates: It was discussed that these should continue to be monthly on a Tuesday however miss August. Clerk to get these booked up and put in the Parish Magazine.
 19. Meetings attended by Councillors: Cllr P Thompson gave a report from the Harbour Trust AGM. Cllr H Faire gave a report regarding the Village Hall and lawn
 20. To note any correspondence received Norfolk Family Mediation asking for donation, Brown & Co offering valuations of land, Highways Maintenance restructuring their teams, Boundary and Notices regarding The Barn, West Harbour Way, Parish Precept had been received. Discussion regarding a footpath/access road at the top of Gong Lane to Glebe Lane. The drawings had been received and circulated for the Village Sign for Burnham Overy Town.
 21. Items for next agenda: None
 22. Meeting adjourned for Public Participation. None

Meeting closed 7.45pm

Date and time of next meeting – Tuesday 16th May 2017, 20th June 2017 and 11th July 2017

.....Chairman Dated: 16th May 2017

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