

Burnham Overy Parish Council

Minutes of the Parish Council Meeting held virtually via Zoom on Monday 29th March 2021 at 6.30 pm

Present:

Councillors: Katherine William-Powlett (Chair), Avril Edwards, Sarah Stevens, Pam Thompson, Jenny Gurney, Neil McCallum-Deighton, Cllr A Jamieson (County Councillor), Clerk Sarah Raven, - Members of the Public 12

Welcome by Chair.

1. Apologies for absence:
Cllr Sam Sandell (Borough Councillor)
2. Minutes of the last council meeting:
The Minutes of the meeting held on 22nd February 2021 were APPROVED and signed by the Chair Cllr K William-Powlett as a correct record of the proceedings.
3. Declarations of interests: -
Cllr A Edwards, Cllr K William-Powlett and Cllr S Stevens declared an interest in item 21b.
4. Clerks Report:
The Clerks Report was presented which was available to see ahead of the meeting. Nothing new to report.
5. Borough and County Councillors Reports:
None received.
6. Public Participation:
 - Resident explained a project for the telephone box to become a museum about the parish in readiness for the Jubilee celebrations. The Burnham Overy Parish Fund will be established to raise funds for the project.

Cllr N McCallum-Deighton joined the meeting.

- Resident enquired regarding further responses for the Glebe Wood planning application.
 - Resident explained about a planned picnic to be held on 10th July 2021. All parishioners welcome. Village Hall is booked.
7. Co-Option
One application had been received from Johanna Howell. It was Proposed, Seconded and AGREED that the application be accepted.
 8. Flooding
Cllr N McCallum-Deighton updated the flooding problems and attended a webinar. Response received from Environment Agency regarding responsibilities of the sluice gates. Early stages for the Norfolk Strategic Flood Alliance.
 9. 77 Acres and ½ Island
Cllr K William-Powlett explained the background. Advisory Group had prepared a recommendation report and taken legal advice. It was Proposed, Seconded and

AGREED that Burnham Overy Parish Council thank the member of the public for raising the question of the ownership of Overy March NK 419143 and half the island NK 458567. After careful consideration Burnham Overy Parish Council will not challenge the registration because it is not in the best interests of the community or in the public benefit.

Advisory Group suggest that a letter be sent to all parishioners and to Common Right Holders for CL65 sent to Scolt Head and District Common Rights Holders Association. The letter to explain the background and the reasons behind the decision. It was Proposed, Seconded and AGREED for letter to be sent without amendment.

10. Correspondence received from Scolt Head & District Common Right Holders Association:
Emails and documents had been sent to the Parish Council regarding creeks and harbour. No further action.
11. Local Plan
Burnham Overy is described as a rural village in the Local Plan. Discussion as to whether Burnham Overy should be described in the hierarchy as a smaller rural village or hamlet. When the next round of consultation takes place, this can be discussed in more detail.
12. Telephone Box
To adopt will be £1 and a contract signed by the Parish Council. The Burnham Village Parish Fund would like to restore and place an oral museum in for tourists. To keep the phone box is a piece of architectural history to the village. Issues raised vandalism, could be locked during the evening. Clerk to check insurance premium increase, planning with Borough Council, Highway licence, electricity work and ongoing costs and responsibility. It was Proposed, Seconded and AGREED that the phone box be adopted in principle on condition to the following information being sought, insurance premium increase, planning, highways, ongoing costs and electricity works.
13. Jubilee Celebrations
Two extra bank holidays for the Queens Platinum Jubilee in June 2022. Discussion about village plans for this celebration to be marked. Possibility of planting a wood on the playing ground.
14. CIL Grants
No projects for an application to be made to the Borough Council.
15. Camper Vans and Tourists to the Parish for the Easter and Summer periods.
The Harbour Trust are advertising for a Harbour Manager for the season. Police had explained there is little they can do unless obstructing the road. Clerk to liaise with the Civil Enforcement Team to visit the parish. Clerk to check if mobile number was available for a Beat Officer to call directly. Clerk to find quotes for dog waste bins with limited opening. Clerk to check Google maps to make sure the Hard is not advertised as a car park.
16. Update on Furnished Holiday Lets
Further response received from Borough Council. Borough Council would like the Parish Council to report any businesses not using commercial bins. Discussion took place. It was AGREED this should be published in the Bulletin to highlight the use of commercial bins. Councillors thanked Cllr A Jamieson and James Wild MP for their assistance in this matter.

17. Financial Regulation Policy
It was Proposed, Seconded and AGREED to adopt the new Financial Regulation policy.
18. Planning
a) Outline application for construction of two dwellings at Glebe Wood Gong Lane Burnham Overy Staithe Norfolk Ref: 20/00994/O
Proposed, seconded, and AGREED to resubmit the previous objections.

19. Finances
a) Payments APPROVED

Payments		Receipts	
S Raven Zoom Mar/April	14.39	HMRC Vat reclaim	695.56
Curry (laptop insurance)	5.50	Burnham Norton Parish Meeting	50.92
Norfolk ALC Subscription	90.83	Boat Park Holder	200.00
HMRC tax	67.60		
S Raven wages march	580.16		
Holkham Allotment rent	75.00		
Holkham Playing field rent	12.50		
BCKLWN dog waste collection	264.55		
Acorn Pest Control (Moles)	135.00		
Norfolk Parish Training Support	117.56		
S Raven Zoom Feb/March	14.39		
D Bracey annual play inspection	102.00		
Geosphere Parish Online	48.00		
S Raven wages February	579.96		
Norfolk PTS course SR	18.00		
S Raven stamps	3.24		
Currys laptop insurance Jan	5.50		

- b) Financial statement for February 2021: The Financial Statement was APPROVED.
- c) Renewing the subscription service to NP Law: It was AGREED to renew with NP Law.
- d) Internal Auditor: It was AGREED for Roger Gillet to complete internal audit.
- e) Training Planning Course: It was AGREED that Cllrs A Edwards, N McCallum-Deighton and K William-Powlett to attend the Norfolk Parish Training Course cost of £132.
- f) Tree maintenance on the Playing Field and New Road: 2 Quotes obtained £640 and £480 New Road and £640 and £580 Playing Field (plus VAT). It was discussed and quotes thought too high. It was AGREED Clerk to liaise with Holkham to see if they were able to provide a lower quote or assist on the playing field for free.
20. Playing Field:
- a) Annual Inspection – Matters raised was pressure washing of equipment. Quote obtained for £382 plus VAT. Tennis Club had offered to pay this sum.
Signage for kite flying/basketball area. Clerk to get quote and layout of signage.
Tree roots on Gong Lane need levelling. It was AGREED the quote of £35 for this work to be completed.
Clerk to obtain quotes for Skate ramp as cracked and Climbing frame ground needs reseeded.

21. Allotments:
- a) New tenancy for 6c: It was AGREED this could be taken over by new tenant.
 - b) Plot 10 being split into three sections: It was AGREED that plot 10 to be split into three and plot 10b now held plots 10b/c.
22. Reports from Councillors:
- Cllr A Edwards and Cllr K William-Powlett attended Parish Online training.
 - Cllr N McCallum-Deighton attending flooding webinar.
 - Cllr A Edwards – Tennis Club, Opened to members only at present. Children under 18 in the parish are free. Coaching for village children at the end of June/July. Also needed tennis racquets.
 - Cllr A Edwards – Village Hall Meeting. Applied for CIL grant.
23. Correspondence:
- List attached no new correspondence.
24. Items for next Agenda –
- Phone box
 - Flooding update
 - Trees
25. Public Participation –
- Cllr A Jamieson explained the Norfolk County Council giving free trees to Groups.
 - A resident explained the Borough Council are encouraging residents to register as a business.
 - A resident queried the planting of trees. The top of the large playing field could be considered. Another position to be considered would be St Clements's car park at Burnham Overy Town was once a wooded area near the pit. Perhaps could be considered.
 - A resident concerned that the Parish Council will not inform the Borough Council of when commercial bins are not being used by businesses.

It was AGREED to adjourn Standing Orders as now been 2 hours.

- A resident asked if the Phone Box could keep the telephone number for future reference in history.

Next meeting on 10th May will be moved forward to Tuesday 4th May as Government are not extending virtual meetings.

Meeting Closed: 8.40 pm

Date and times of next meetings, 4th May, 21st June and 26th July 2021

at **6.30pm** either by Zoom or in the Village Hall.