

Burnham Overy Parish Council

Minutes of the Parish Council Meeting held virtually via Zoom on Monday 9th November 2020 at 6.30 pm via Zoom

Present:

Councillors: Simon Raven (Chair), Avril Edwards, Katherine William-Powlett, Sarah Stevens, Pam Thompson, Neil McCallum-Deighton, Jenny Gurney, Clerk Sarah Raven,
- Members of the Public 8

Welcome by Chair.

1. Apologies for absence:
Cllr S Sandell (Borough Councillor), Cllr A Jamieson (County Councillor)
2. Minutes of the last council meeting:
Minutes on the meeting for 12th October 2020 were circulated. Approved without amendment and signed by the Chair, Cllr S Raven as a true copy. Proposed Cllr K William-Powlett, seconded Cllr A Edwards.
3. Declarations of interests: -
Cllr S Raven on items 7 for Clerk. Cllr A Edwards item 6b
4. Borough and County Councillors Reports:
Reports have been sent and will be attached to Minutes and placed on website.
5. Public participation: (Members of Public Views Only)
 - Member of Public asked if the Councillors had received his report regarding the Traffic Regulation Order. Item 9 on the agenda.
6. Planning:
 - a) Application to Determine if Prior approval is required. The installation of a 15m slim-line monopole supporting 3 no. shrouded antennas, 1 no. equipment cabinet, 1no.meter cabinet and ancillary development thereto at Grass Verge New Road Burnham Overy Staithe Norfolk ref: 20/01614/T3 – Clerk explained that an update had been received from Clarke with other locations including the Church Tower had been ruled out as a possible location. Public can comment on the Borough Council website by emailing and a site notice had been placed with details of how to do this by 25th November 2020. There is a requirement by the Government to have smart meters which this mast is primarily for. Cllr K William-Powlett proposed that the PC should write to Borough Council to explain that given there is a debate about locations, parishioners comments and the area is an Outstanding Area of Natural Beauty the application needs prior approval so this can be properly looked at and consulted on. Seconded Cllr N McCallum-Deighton. Agreed.
 - b) Demolition of existing conservatory, proposed rear extension, front porch with new w.c, enlarged dormer to front elevation, introduction of new dormer to rear, introduction of an air source heat pump to rear garden at 5 Marine Cottage Wells Road Burnham Overy Staithe King's Lynn Norfolk PE31 8JE ref: 20/01623/F – Conservation Officer had commented regarding the Dormer window would look out of character in the row of cottages. Cllr K William-Powlett proposed no objection to the development apart from objecting to the large dormer window as this is out of proportion with the property and will not be in keeping with the row of cottages. This is in a conservation area. Seconded Cllr P Thompson. 5 Agreed, 1 Abstention.

- c) WITHDRAWN - Listed Building Application: Improvements to existing cabled fire alarm systems at two National Trust holiday apartments inside the Grade II Listed Burnham Overy Staithe Watermill. at Burnham Overy Mill Tower Road Burnham Overy Staithe King's Lynn Norfolk PE31 8JB 20/01207/LB
 - d) WITHDRAWN – Non-Material Amendment Permission 19/00137/F: Conservatory removal and replacement with new garden room, single-storey building to the front of the dwelling, new bedroom to first floor and re-modelling and extension to garage block to form ancillary accommodation at Trafalgar House East Harbour Way Burnham Overy Staithe King's Lynn Norfolk PE31 8JE
 - e) New entrance porch; side and rear extension to link existing studio building to main house; replacement windows and new first floor dormers at The Finches Mill Road Burnham Overy Town Norfolk PE31 8HX ref: 20/01507/F - Decision made No Observations.
7. To approve payments
All payments approved. Agreed Proposed Cllr A Edwards, Seconded Cllr N McCallum-Deighton

Payments	Amount £	Receipts	Amount £
Norfolk PTS Course JG	40.00	Allotment rent 7a	10.00
S Raven Zoom Oct	14.39	Allotment rent 6b	7.50
Norfolk PTS course AE and SR	72.00	Allotment rent 6c	7.50
Acorn Pest Moles	135.00	Allotment rent 11	20.00
Sutcliffe Play swings	667.02	Burnham Norton PM	50.92
S Raven wages	579.96		
Poppy Appeal	25.00		
CGM	286.50		
Currys Oct	5.50		

8. Finances:
- a) Action Plan: This was approved and will be placed on the website as a working document. Proposed Cllr S Raven, seconded Cllr J Gurney
 - b) Subscription to Norfolk ALC: Agreed to include this subscription for 2021 as well as Norfolk Parish Training. Proposed by Cllr K William-Powlett seconded Cllr N McCallum-Deighton
 - c) 2nd Draft of Precept: Discussed. Clerk to update figures to include Norfolk ALC subscription. Cllr A Edwards explained that there needs to be figures included for hedge cutting and general maintenance to do routine jobs.
 - d) Financial Statement for October 2020 and bank reconciliation. Agreed
 - e) CIL payment: Received the CIL update from the Borough Council. This amounted to £270. Training booked for CIL on 1st December.
 - f) Dropbox storage: Clerk not had time to sort this out. Cllr N McCallum-Deighton agreed he would investigate this for the Clerk and liaise with her.
9. Traffic Regulation Order, 20mph speed limits on the A149, 30mph B1155 and surveys: Member of the Public explained he had spoken with Andrew Jamieson (Norfolk County Councillor) regarding the proposed A149 speed reduction. He had compiled a report for Councillors on the Traffic Regulation Order.

A survey had been drafted for the public. Agreed to the survey going by hand to all houses, website, Burnham Bulletin and WhatsApp group. Cllr A Edwards asked if Burnham Market Parish Council had been consulted, they had and were agreeable to the 30 mph to the junction of Friars Lane.

Discussion of deadline time for survey will be the end of November. Member of the Public raised the question of lockdown and whether people will be able to deal with the survey as they may not come to their properties until after lockdown.

10. Playing Field:
 - a) Inspections –. Trim Trail and bridge still need repair. Clerk to instruct Acorn Pest Control to control the rabbits. Other repairs will be completed after lockdown.
11. Allotments:
 - a) Inspections: Completed and nothing to report. Clerk still waiting for a couple of allotment rents and return of tenancy agreements.
 - b) Risk Assessment of Allotment: Agreed. Proposed Cllr S Raven seconded Cllr J Gurney
12. SAM2 update: -

New Road 29.6 mph was the 85th percentile. The details will be placed on the website. Cllr N McCallum-Deighton asked if Clerk could look at the SAM2 in the built-up area of Burnham Overy Town. To be agenda item at next meeting.
13. Reports from Councillors:
 - a) Courses : Cllr S Raven been on networking for Chair. Cllr A Edwards and Cllr S Raven had attended the finances budget course. Cllr J Gurney had completed the induction for new councillors.
14. Norfolk County Council Budget consultation:

Clerk explained there is a consultation for the budget by Norfolk County Council. Link on website. This closes on 14th December 2020.
15. Review of the Policies:
 - a) Protocol on remote access to meetings document.
 - b) Code of Conduct Policy
 - c) Equality and Diversity Policy
 - d) Anti-bullying and Harassment Policy

All documents were approved. Proposed by Cllr K William-Powlett, seconded Cllr S Raven
16. Dates for next year's meetings. These will either be on Zoom or in the Village Hall at 6.30 pm. Monday 11th January, Monday 8 February, 8 March, 12 April, 10 May, 14 June, 12 July, 13 September, 11 October, 8 November, 13th December
17. Correspondence:

Highways – will be scheduling the repainting of the yellow lines but this will not be started until next year. Highways are looking into resurfacing East and West Harbour Way next year due to the road surface and lots of potholes.
18. Items for next Agenda –

Project for the Community planting of trees.
19. Public Participation – *Members of the Public Views Only*

None

Meeting Closed: 8.15 pm

Date and times of next meetings, Monday 11th January, Monday 8 February, 8 March, 12 April, 10 May, 14 June, 12 July, 13 September, 11 October, 8 November, 13th December at **6.30pm** (please note new time) either by Zoom or in the Village Hall.

.....Chairman Dated:

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