

# **Burnham Overy Parish Council**

## **Minutes of the Meeting held in the Village Hall on Monday 19<sup>th</sup> September 2016 at 6.00pm**

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

The Chairman welcomed Councillors, Clerk and members of the public.

1. Apologies were accepted from Cllr Richard Bird (County Council)
2. The minutes of the last council meetings held on 4<sup>th</sup> July 2016 and 15<sup>th</sup> August 2016 were approved and signed.
3. No declarations of interest.
4. The meeting was adjourned to invite public participation.  
Mr Cowper gave a presentation of Island House planning. This had not been submitted to the Borough Council as yet.  
Mrs Browne asked whether the Councillors had seen copies of the letters regarding the objections for East Harbour Way from herself and Mr Forsyth. It was noted that Ben Rushmer of the Environment Agency had submitted a letter regarding the Environment Agency position. The grass banks, flood defences and the proposed trod were discussed. It was reiterated by Cllr Mackechnie Jarvis that the trod was being placed on Highways land. The grass bank at Sea Marsh was also discussed. The definition of a trod was explained. The major concern was the safety of pedestrians using East Harbour Way. Mr P Bickell informed the Council that Dairy Barn at Tower Road was placing large boulders in the layby so it could not be used properly, the bench at East Harbour Way was never sorted after the last tidal surge and is leaning. It needs to be replaced properly. Also the posts around the bench need to be replaced and repaired. Cllr Thompson explained these were not erected by the Parish Council but Harbour Trust paid for them. These could be dealt with at the same time as the bench. There were two boats on highways land outside the Watch House that needed to be moved and Boats were blocking the entrance to the Hard especially during the summer.
5. **Davros Appeal Decision**: Received from King's Lynn & West Norfolk Borough Council was read out regarding Davros, Gong Lane, Burnham Overy Staithe. The appeal had been allowed and planning permission granted for the sub division of existing dwelling for holiday let and extension to ground floor snug area.
6. **Payments**: The following payments were approved: Clerk monthly salary £234.78 (Su - July payment) £186.62 (Sarah) July and £186.62 August Salary determined by the National Salary Award. Playsafety Limited £105.00, £5.50 July and £5.50 August Curry's Laptop cover, £10.00 Sarah (Keys and Stationery). The external audit had been received from Mazars and this was displayed on the website and the notice boards for the public.
7. **Proposed Trod at East Harbour Way** : It was agreed to go ahead and apply for the Parish Partnership Grant. The quote from Highways was £2350 and the Parish Council would need to fund £1175 if the grant was obtained.
8. **Proposed Trod at Burnham Overy Town**: Highways gave an estimate in December 2015 totalling £3668, the Parish Council would pay £1834 if a grant was obtained, the figures may increase so an up to date quote would need to be obtained. The location of the trod was discussed and it was agreed that another site visit with Sally Bettinson of Highways be carried out. Cllr Raven would like the site visit so that he can attend.
9. **Village Sign**: Cllr Bunkle explained that a letter had been compiled by a Ken Wilkins to go to the Residents of Burnham Overy Town this was read out and agreed could be distributed. Highways had been approached with regards to placing the sign on the Triangle however there were services on the Triangle. Cllr Mackechnie Jarvis asked whether the Burnham Overy Staithe sign could be moved. This to be placed on the next agenda.

10. **The Boat Park** : To register the land at HM Land Registry by adverse possession. The quotes from three solicitors read out. It was agreed to go with the quote from Ward Gethin Archer. Abbotts had been asked to value the land but had not given a value as yet. When the value is received then contact Ward Gethin to do a first registration of the land. Statutory declarations would need to be signed by three Councillors to obtain possessory freehold of the land and registered at HM Land Registry. A licence agreement would be drawn up for the tenants of the boat park and this would need to be discussed at the next meeting.
11. **Land Held by Parish Council**: The land at the bottom of Ship House, land where benches sit. This should be discussed at next meeting as to whether they should be registered at HM Land Registry. The War Memorial is located on Windward land. The War Memorial railings were damaged and it was discovered that property damage was not included on the insurance. For property damage to be added to insurance would be £173.93. It was agreed this should be arranged and the appropriate cover was read out. The War Memorial railings had been fixed free of charge however the granite post had not been reset. Estimates had been quoted to repair the railings but it was felt the repair was adequate.
12. **Porta Cabins**: Green Lane, Burnham Overy Town had been removed.
13. **Hedges at Leith House**: Cllr Raven asked if a letter could be sent to Highways regarding the state of the hedges at Leith House Road and junction. These were very overgrown and dangerous. It was agreed a letter should go to Mr Hancock to have these cut back. Cllr Raven stated he was against this idea and should be sent straight to Highways as the season for cutting hedges finishes in February. It needed to be done straightaway. Letter to be sent to Mr Hancock with a copy to Highways and a date to be completed by.
14. **Chapel Lane**: A site meeting had been arranged with Morrisons Utility. Cllr Mackechnie Jarvis explained that the work had not been completed yet but they would level out the path once they had finished. It would be reviewed again once work had been completed.
15. **Speeding**: The Safety Camera Officer had confirmed that Speed Data collecting equipment would be located at Overy Town and Overy Staithe to evaluate the level of speeding. An email had been received regarding Community Speed Watch and how the community can set up speed monitoring. Speeding had been raised at the SNAP meeting as well. It was discussed regarding moving the speed limit signs and having flashing speed signs. To be placed on the agenda for the next meeting.
16. **SNAP** : Cllr Scoles and Cllr Sizeland explained that they had been to SNAP meeting and discussed the speed limits. The next SNAP meeting was at Dersingham on Tuesday 20<sup>th</sup> September if anyone wanted to attend.
17. **Correspondence received**:
  - a) A grant can be claimed through NALC in respect of the Transparency Code. It was agreed to try and claim the grant for this. There was a Transparency Code Course at Alysham on the 29<sup>th</sup> September which the Clerk would like to attend. This was agreed.
  - b) Highway Rangers had been out on 19<sup>th</sup> July. They had only cut around the Notice Board at Overy Staithe. The Rangers were due to come out in October and they would be asked to cut around the Notice Board in Overy Town. Cllr Bunkle asked if the Rangers could clean out the drain on Wells Road, Overy Town as well. Cllr Thompson enquired regarding the pothole on West Harbour Way. It had been fixed but washed out and the hole was still there. This had been photographed by the Clerk and was being sent to the Norfolk County Council again for fixing.
  - c) Norfolk County Council had sent through Applications for Common Rights. One in respect of an amendment to the register and one that it had been passed.
  - d) Clerk enquired if she could attend some training courses with Norfolk Parish Training. These were Preparing the Budget and Setting the Precept on 12 October at Swaffham at £45 and also NALC's Clerk training in Sprowston on 18<sup>th</sup> and 25<sup>th</sup> October at £55. Agreed.

- e) A new filing cabinet needed to be purchased three quotes for the same cabinet had been received and it was agreed to purchase one at £138.00
18. **Items for next agenda:** Cllr Thompson asked Cllr Sandell if she could find out why second home owners council tax is it separate from council tax; Play area; Allotments; Boat Park; Flood Defences Emergency Plan; Coast hopper bus;
19. The meeting was adjourned to invite public participation.
- Mrs D Briggs explained that the boat park was called “the Patch”, originally it was divided into four, then eight and then back to four. She has a spare key and would let the Clerk have this in due course. There was never a stipulation of what could be placed on the Patch. Cllr Raven thanked Mrs Briggs for this insight into this and for a spare key. There still needed to be a formal contract drawn up. There was a bush growing over the patch and this needed to be cut back. This was agreed to be done by the occupants of the patch.
- Mr P Bickell asked if the land at West Harbour Way was going to be registered as there were private parking signs on it.

Date and time of next meeting –21<sup>st</sup> November. Mondays 6pm in the Village Hall

Meeting closed at 8 pm

.....Chairman 21 November 2016

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