

Burnham Overy Parish Council

Minutes of the Parish Council Meeting held in The Village Hall, Burnham Overy Staithe on Tuesday 9th July 2019 at 6.00pm

Present: Councillors: Simon Raven, Pam Thompson, Henrietta Faire, Katherine William-Powlett, Avril Edwards, Clerk Sarah Raven, Members of the Public 16.

1. Apologies for absence: Cllr S Sandell (Borough) Cllr A Jamieson (County Council).
2. The minutes of the last council meeting held on the 18th June 2019 were amended at points 9 and 26. Approved as amended and signed by the Chair. Proposed Cllr K William-Powlett, Seconded Cllr H Faire. Agreed in future to place in Public Participation that it is Members of the Public Views Only.
3. Declarations of interest from Councillors: Cllr S Raven 6 a and 6b.
4. To adjourn the meeting to invite public participation – including questions and statements relating to items on this agenda. Member of the Public Views Only
 - Member of the Public asked about cars parking along New Road for the Village Hall when Exhibitions are taking place. Village Hall allowed to use the playing field to the left of the gate for parking. This may help reduce the congestion along New Road. Clerk to write to Village Hall Caretaker to explain the situation.
 - Member of the Public asked about the muntjacs. No response back from the Head Keeper. Clerk to chase.
 - Member of the public stated there was a problem with access to the playing field with either wheelchairs or pushchairs.
5. Finances and bank reconciliation. Agreed Cllr H Faire Seconded Cllr A Edwards. Borough Council costs for election had been received. This was £47.80 agreed to pay. Cllr H Faire to go through accounts as internal control during August.
6. To approve payments:

Payments	£	Receipts	£
S Raven Wages	274.82	Burnham Norton	42.28
S Raven Wages Norton	42.28		
Currys Laptop	5.50		

Proposed by Cllr K William-Powlett, seconded Cllr H Faire.

7. Co-Option Applications: - 4 application forms were received. Procedure read out by the Chair as to the voting. Each 4 candidates gave a short talk about why they would like to be considered. Voting took place. Co-Opted to the Committee: Sarah Stevens and Neil McCullum-Deighton. Both then joined the other Councillors. Declaration of Acceptance signed by both new councillors.
8. Village survey:
 - a) Explanation given as to why a parish survey was needed. Completely anonymous when completing online. Divide parish up for councillors to deliver the survey. Complete on smartphone or leave a paper copy for completion. Draft survey to be sent round again to approve and finalised. Proposed Cllr K William-Powlett seconded Cllr A Edwards
 - b) Stall at Village Fete: Risk Assessment needed and put in place. No prizes can be given out. Stall agreed, opportunity to meet the parishioners on Sunday 25th August.
 - c) Finances for Printing the survey: Cllr K William-Powlett will print out the surveys for free.

9. 77 acres: - Update from the Advisory Group and report read out (attached). Report to be sent to Holkham, Harbour Trust and SHADRA (Scolt Head & District Common Right Holders Association). Clerk to write to SHADRA regarding the meeting and the points on the Interim Report to be on the agenda. Discussions regarding the meeting likely to be on 2nd August organised by SHADRA to be too soon. Need to see the final agenda. Advisory Group will need to meet further advice from solicitor and discuss at full parish council meeting. Also agreed to share with Church with explanatory letter as to facts surrounding the matter.
10. Risk Assessment for Defibrillator: Agreed and signed by Chair.
11. Dog Bins: Quotes from three companies for 40 litre dog bins. Agreed to purchase 2 dog bins at £68.74 ex VAT. Superhero would contribute towards these. Place the two new 40 litres to the Hard to replace the two smaller ones. The smaller ones will be removed and replaced on New Road and Burnham Overly Town.
12. Allotments:
 - a) Inspections: 9a and 7a asked to deal with their allotments. Clerk to inspect again next week.
 - b) Notice Given on 7a: 7a have moved away from the area and would like to give up at end of September. This is earlier than the Agreement allows. Councillors agreed that notice can be terminated early.
 - c) Lease: Approved lease and signed by Chair and Vice-Chair. Witnessed by Clerk. Lease for Playing Field had been returned by solicitors. Had to resign as new Chair. Resigned by Chair and Vice-Chair. Witnessed by Clerk.
13. Playing Field:
 - a) Inspections completed. Pole from ladder now being repaired. Table Tennis Table may need to be moved over as too close to the basketball hoop.
 - b) Gap in Hedge: Holkham not sure who owns the hedge as both parties maintain the hedge. Holkham suggest a gate being placed in the gap as hedge would take a long time to establish. Clerk had written to the owner of caravan park and waiting for response.
 - Member of the Public asked why it needs to be closed off.
14. To receive reports from meetings attended by councillors.
 - a) Scolt Head and District Common Right Holders Association (SHADCRA) meeting: It was stated that a member of the committee for SHADCRA suggested the Parish Council was not being transparent and was corrupt. Clerk to write a letter of complaint to SHADCRA regarding these accusations and asking for them to be withdrawn and an apology given.
 - b) Police meeting: Clerk attended. Engagement Officer held the meeting with Cllr Sam Sandell (Borough Councillor). Very informative. Next meeting hopefully 19th September but will be placed in the Newsletter. Speed Watch was discussed, and volunteers needed.
15. Correspondence received: - List online. Received the following:
 - Norfolk County Council – Common Right transfers
16. To receive items from councillors for the next agenda: -
 - Easier access to the playground. Clerk to get quotes for next meeting.
 - Survey – Data collected from surveys to be shared with Councillors.
 - Grit bin – removal from Village Hall. Clerk to check with Highways and positions for the grit bin.
 - New play equipment. Cllr H Faire to provide quotes.
17. Public participation: - **Members of the Public Views Only**
 - Member of public asked to see a map of the 77 acres.

- Member of public asked regarding where the money from the village fete goes to. Half to Village Hall and half to Church. Village Hall's half last year went to the play equipment.
- Member of public asked what the proposals are from the Common Rights Holders Association regarding charging for car parking on the hard and fencing off verges. Another member of the public explained it was not SHADCRA's intention to stop people parking on the Hard or charging. SHADCRA had put their proposals to the parish council. It was asked if the secretary of SHADCRA would write to the parish council to confirm the fact that they will not be charging on the Hard for car parking.
- Member of public raised the problem of overhanging branches near the Anchorage which were very low. Cllr P Thompson to action.
- Member of public asked if he could have copies of the survey to distribute.
- Member of public also raised a query about point 9 and whether the Church owns 25%. Suggested that a Facilitator be asked to facilitate the meetings between the various organisations.

Meeting closed: 19:46

Date and times of next meetings:

Tuesday 17th September, Tuesday 15th October Tuesday 19th November and Tuesday 17th December 2019 in the Village Hall at 6pm.

.....Chairman Dated: 17th September 2019

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