

## Burnham Overy Parish Council

Minutes of the Parish Council Meeting held virtually via Zoom on Monday 6<sup>th</sup> July 2020 at 6.30 pm

Present:

Councillors: Simon Raven (Chair), Avril Edwards, Katherine William-Powlett, Sarah Stevens, Neil McCullum-Deighton, Pam Thompson, Clerk Sarah Raven, Borough Councillor: Sam Sandell - Members of the Public 4

Welcome by Chair.

1. Apologies for absence:  
None
2. Minutes of the last council meeting:  
Held on the 8<sup>th</sup> June 2020 were circulated. Approved without amendment and signed by the Chair, Cllr S Raven as a true copy. Proposed Cllr A Edwards, seconded Cllr K William-Powlett.
3. Declarations of interests: -  
Cllr S Raven on items 9 and 10 in relation to Clerk. Cllr P Thompson item 17
4. Borough and County Councillors Reports:  
Cllr S Sandell had nothing to report.
5. Public participation: (Members of Public Views Only)  
None
6. Approve Finances for June 2020:  
Agreed the finances for June. Proposed Cllr S Stevens and seconded Cllr K William Powlett
7. Appoint an Internal Controller for Finances:  
Cllr N McCullum-Deighton agreed to go through accounts.
8. Approve the internal auditor for April 2021  
Roger Gillett to stay as internal auditor Proposed Cllr A Edwards seconded Cllr S Raven Agreed.
9. Payment to be approved: -  
All payments approved. Agreed Proposed Cllr K William-Powlett, Seconded Cllr S Stevens

Payments	Amount £	Receipts	Amount £
S Raven (June) Wages	524.17	Burnham Norton P Meeting	49.56
HMRC Tax	25.60		
S Raven Zoom	14.39		
CGM spraying tennis courts	23.00		
Acorn Pest Controller	135.00		
S Raven Anti-Virus 2020	44.99		
S Raven cement for dog bin	13.90		
Currys Laptop Insurance	5.50		

10. Clerks Appraisal:  
Cllr A Edwards and Cllr S Stevens agreed to complete the appraisal for the Clerk

11. Planning:

Planning Application 20/00844/F. Creation of a 2 storey side extension, alterations to the fenestration on all elevations, with all new windows and doors being changed to power coated aluminium, construction of a side extension on Ground floor West Elevation, demolition and reconstruction of existing rear outbuilding and new glazed corrido as connection to the main house with new internal configuration. Windy Nook Tower Road Burnham Overy Staithe Norfolk PE31 8JB:

Discussion on the planning application. Excessive windows on the property. Privacy concern. Dark skies.

Would like to place a comment to state that the annexe will not be used as ancillary accommodation to the main dwelling and shall at no time be used as an independent unit or residential accommodation or be used for business or commercial purposes.

Member of the Public: Note the existing windows are being replaced by larger windows. West elevation states an ordinary window but is like the other windows. Want to turn into a large zinc Dormer window. Will look directly into neighbouring property.

Clerk to write to Borough Council regarding Permitted Development. To be decided after receiving comments on permitted development.

12. Oak Tree Plaque and Preservation Order:

The oak tree is on the left of the allotment entrance. This was planted and named Millennium Oak Tree. Member of Public spoke about the oak tree. 20 years ago, this tree was planted to commemorate the Millennium. It would be nice to have a plaque of why it was planted. If a tree preservation order was placed on it, it would save the tree in years to come.

Tree preservation order does not cost anything to apply from the Borough Council. It is conditional on the Borough Council. Agreed to ask for a preservation order from the Borough Council, Clerk to find out quotes for plaques for next meeting.

13. Dog Waste Bins:

New Road dog bin was rejected by the Borough Council. There was a high step up near the playing field gate for the driver to safely unload the bin. This could be a risk hazard if it were wet. A resident had asked if one could be placed along Tower Road near the public right of way is. Residents would need to be asked if they had any objections first then asking the Borough Council/Highways for a licence. Proposed that the dog bin be located at Tower Road by Cllr S Raven seconded Cllr A Edwards Agreed.

14. Signage on East Harbour Way:

15mph sign is quirky. Parish Council has their name on a few signs around East and West Harbour Way. Dog Walker signs need updating. Another car got flooded on the Hard. There should be a sign erected to state the Hard is not a car park as it floods at hightide, no overnight parking. Clerk to ask Holkham if they would be able to put up a sign. Proposed by Cllr K William-Powlett to ask Holkham for a sign to be placed on the Hard stating: this area is not a car park it floods at high time. Overnight parking is prohibited. Seconded by Cllr S Raven. Agreed. Complaint regarding no overnight parking on West Harbour Way. Agreed to send this email stating the regulations regarding overnight parking.

15. Parish Partnership Grant invitation:  
Nothing at present
16. Planning Application letter regarding Sifting Panel:  
This letter was sent out on Borough Council letterhead but sent by an individual councillor. Cllr S Sandell explained regarding the Sifting Panel for planning applications. Comments to Clerk on this matter.
17. Licensing requirements in addition to those set out by the Marine and coastguard Agency in relation to a Ferry at Burnham Overy Staithe:  
This will be a foot-ferry. Discussion regarding extra parking burden. No other requirements needed. Unanimously agreed.
18. Playing Field:
  - a) Inspections: Inspection completed on Friday night regarding opening on Saturday 4<sup>th</sup> July. Play Bus has a large crack in the wood and the roof has lifted. This has been taped off. Clerk to write to Action Play & Leisure. Junior swing has been taped off as not two metres apart. Inspection on Monday the tape had been taken off. Clerk to put Notices on the two pieces of equipment. Cllr K William-Powlett thanked the Clerk for dealing with the risk assessment.
  - b) Complaint regarding rabbits: Clerk and Cllr S Raven had a site visit to have a look at the rabbit burrows. The Pest Controller has looked at the burrows and quoted £80 plus VAT to ferret the rabbits. He recommends doing this in October and then recheck in March. Cllr S Raven explained that he could mow the verge to help the Pest Controller get to the burrows. Proposed by Cllr S Raven to get the Pest Controller in at the end of October. Seconded by Cllr A Edwards 5 For and 1 Against. Bad rabbit hole on the football pitch needs to be filled in. Clerk to check position regarding insurance as to what is reasonable steps taken with regards to rabbit holes.
19. Allotments
  - a) Supplying Water to the Allotments: Anglian Water application. Whole price would be £3005.22. Agreed to put this on hold.
  - b) Inspections: Two plots have not been cleaned up. This is probably due to lockdown. Clerk to ring them to see if they were able to deal with the allotments now.
20. Reports from Councillors:
  - a) Village Hall Committee: Cllr A Edwards explained Dave Kelly had now taken over as Hall Manager. Village hall did not have any income coming in because of Covid but had been given a grant of £10,000 with no conditions. Dave Kelly will get in touch with Clerk to sort out site meeting about parking. Have not decided whether to do a fete this year.
21. Correspondence
  - Member of Public – varnished the Knight memorial bench. Clerk to write to make sure van is not allowed on the grass.
  - Rangers – strim along the road A149 between East Harbour Way and Chapel Lane. Strim around Noticeboards and BT phone box.
  - Norfolk County Council – Road closure along Wells Road, Burnham Overy Town
  - Member of public – boat launching licencing.
  - Barrow Common – interested parties to contact about the sale
  - Pension Authority – Updated declaration as Clerk does not take up the pension.

22. Items for next agenda: - None
23. Public participation – Member of Public Views Only
  - Member of Public – Why are the Parish Council not going to the Harbour Trust rather than Holkham.
  - Path along New Road – inspector has been out to look at the cracks in the footpath. Also a manhole along New Road is lifted and dangerous. This has been reported.
  - Rabbits – Donation to be given towards rabbit cost

Meeting Closed: 8.40pm

Date and times of next meetings,

Monday 14<sup>th</sup> September, Tuesday 13<sup>th</sup> October, Monday 9<sup>th</sup> November, Monday 14<sup>th</sup> December at **6.30pm** (please note new time) either by Zoom or in the Village Hall.

.....Chairman      Dated: 14<sup>th</sup> September 2020

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