



Burston and Shimpling Parish Council

Minutes of the Parish Council Meeting

Wednesday 26th July 2023 at 7.45pm. The Space, Mill Road, Burston

Present:

Alison Wakeham	AW	Chair, Responsible Finance Office (RFO)
Angela Belgrove	AB	
Keith Cowley	KC	
John Mellows	JM	

Ann Baker	Clerk	Clerk to the Parish Council
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Members of the public	0	
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40. Apologies for Absence Co. Cllr. C. Rowett, Cllr. M. Bloomfield, Cllr. A. Hughes accepted

41. Declarations of Interest regarding Agenda items none

42. Adjournment of the meeting for public participation, County and District Councillor reports:

Written reports received from Co. Cllr. Dr. C. Rowett, included in the Minute file

43. Approval of the minutes from the Parish Council Meeting held on the 28th June 2023

The minutes were adopted as a true and accurate record. It was resolved to approve the minutes, proposed Cllr. A. Wakeham, seconded Cllr. K. Cowley, unanimous approval from those present at that meeting

44. Matters Arising from the minutes not on the agenda

44.1. (min. 29.1) Banking - Clerk to remove N. Frankland and add Cllr. K. Cowley to the authorised signatories

44.2. (min. 29.2) Strike School/Unite Union - Clerk to phone M. Hubbard for Risk Assessment – Cllr. K. Cowley had been in touch with M. Hubbard’s PA to meet to indicate position of new trees. Clerk to try again

44.3. (min. 29.4) Leak outside the Chapel - not much evidence at present, there is some on the other side of the road, nothing heard from Pastor Sam to date

45. Correspondence as listed on the attached schedule and which are not reported separately on

the agenda - SN litter pick – notified that the Parish had won the raffle - £200.00 + £20 entry reward

46. Finance

- 46.1. Schedule of Payments and Receipts as distributed at the meeting** Payments and receipts had been circulated to all Councillors. A copy of the June/July payments and receipts were attached to the paper files. Bank statements had been circulated to all, there were no queries. It was resolved to approve the Payments and Receipts, the monthly statement of accounts for the July statement as circulated prior to the meeting - proposed Cllr. K. Cowley, seconded Cllr. A. Belgrove, agreed by all

BACs No.	Payments to:	Payments for 28 th June
P23/17	C & G Trenching	grass maintenance
P23/18	A. Wakeham	website fees
P23/19	C. Cason	Coronation events
P23/20	A. Baker	A.Baker
P23/21	HMRC	HMRC - PAYE
P23/22	The Space	The Space, hire fees
	Receipts from:	
R40	HMRC	VAT return first quarter April – June'23
BACs No.	Payments to:	Payments for 26 th July
P23/23	H. Drake	Caretaker's invoice for June
P23/24	C & G Trenching	Playing Field Maintenance – June x2
P23/25	Brandon Hire Station	Playing Field Maintenance – toilet hire
P23/26	Dissigns signmakers	Signage for pétanque court – Playing Field project
P23/27	GeoXphere/Parish Online	Annual mapping subscription
P23/28	A. Wakeham	Ionos – website hosting
P23/29	A .Baker	Clerk's salary - July
P23/30	The Space	Room hire
P23/31	H .Drake	Caretaker's invoice for July
P23/32	C & G Trenching	Playing Field maintenance - July

- 46.2. Approval the quarterly reconciliation** it was resolved to approve the reconciliation, proposed Cllr. K. Cowley, seconded Cllr. A. Belgrove, all agreed unanimously
- 46.3. Noted the receipt from the External Auditors**
- 46.4. Noted the renewal information from A. J. Gallaghers, Parish Council Insurers - ACTION -** Clerk to add a copy of the Asset Register with the reply to confirm that all items have been added to the schedule

47. Highways and PRow reports:

- 47.1. Highways** the potholes on Market Lane have recently been filled; acknowledgement of other potholes logged; Overhanging trees, Diss Road - the large farm vehicles which are travelling down the centre of the road, keep catching the low branches. Cllr. A. Belgrove will speak with members of the PCC

47.2. Parish Partnership a suggestion was made to erect gateway entrances to both villages, displaying a speed disc to remind drivers of the permitted speed through the village. **ACTION** Cllr. K. Cowley will contact A. Mayo at Highways regarding the location of the gates, the cost of purchasing/installation. He will also research elsewhere for comparative costs.

47.3. PRoW Cllr. A. Hughes sent a report – included was information that she had spoken to Alex. Mann about cutting paths, when the crops have been cut; a query about the PRoW across the Recreation Ground and the plank bridges over the ditches may require trimming. It was confirmed that there is no PRoW across the Recreation Ground. **ACTION** - Clerk to ask the Caretaker to trim the areas around the bridges

48. Planning

48.1. Applications as received from South Norfolk and Broadland District Council:

48.1.1. Planning Application 2023/1840 Culpher Farm, Bridge Road, Burston - remove and replace rear French doors with hardwood sealed units - this a gradual renovation to the house. The paperwork indicates the sensitivity to the work, providing it continues to be in keeping with the period of the property, it was resolved to approve the application.

48.1.2. Planning Application 2022/1730 Low Farm Barn, Pug Street, Shimpling - proposed cart shed, change of use of agricultural land to residential garden. The Parish Council noted that provision was made for appropriate drainage, as this hard surface is in a flood area. Much work has been carried out in the ditches, below the field to mitigate the issue. Similarly – the tennis courts should have appropriate water runoff. It was resolved to recommend approval of the plans.

48.2. National Grid Norwich – Tilbury pylon consultation - comment on Facebook Community page asking if the PC is objecting. Cllr. K. Cowley attended an Open Day session in Diss, various information leaflets were obtained. The impact in the local vicinity will be visual, half a dozen properties will see the pylons - in the response the lower pylons (lower height is 30m, 52m is regular height) would be preferred, this would involve the spacing would be closer. The construction will take a number of years – some clarity on the routes to site would be of benefit to particularly avoid additional traffic being directed through Burston village. Although there may be a dedicated road built towards Attleborough Road. The costs of the project were not available. Although offshore would be a preferred option the channels are sandy, with a tendency to movement. Following further discussions it was agreed to return a reply reflecting the views of how the parish would be affected. To include the need for a detailed transportation plan, how the service will reach the sites, the size of the pylons, detailed impact on environmental effects, detailed costings. At this stage the Parish feel unable to unable to make clear decision due to lack

of information comparative information regarding offshore and overground planning details.

ACTION - Cllr. K. Cowley will prepare a written response, circulate to all members prior to sending

48.3. Receipt of Consultees reports on Planning Decisions South Norfolk and Broadland District

– none

49. Report from the Neighbourhood Plan the Regulation 14 consultation had been passed by the Examiner, it has been presented at the SNC Cabinet Meeting, where it was also passed. The Examiner's report and acceptance are available for public viewing, a copy can be found at The Burston Crown or on the DDNP website. The next step will be a Public Referendum.

50. Ditches & Waterways report: Cllr. K. Cowley stated there was nothing to report as there had been little rain recently; Cllr. K. Cowley stated that he would undertake a walk to check the state of the waterways for anything requiring attention, also touch base with the Water Alliance for an update on the Environment Agency progress with the Shimpling project; a resident fronting onto the Beck has been emptying into ditch on Higson Close - it is understood that this is an elderly couple – a quiet word will be had before September. Thelveton Estate will clear the ditches/waterways on their land during September/October.

51. Recreation Grounds reports: the basketball hoop is being regularly used; the pétanque court perhaps requires some publicity, or a regular meet up time - a weekly evening for residents to come and try. Up until the end of the term the School have been using the Recreation Ground enthusiastically

51.1. Concrete Table tennis update - following discussion it was agreed that it would be useful to canvas support for such an item, then funding could be sought

51.2. Wildflower bund - two thirds of the meadow has been cut, the green hay will delivered at the beginning of August

51.3. Toilet - there has been some minor damage

51.4. Plastic guards around saplings - some of these have been removed near to the Jubilee Pavilion

51.5. Summer Event on the Recreation Ground - following discussion it was agreed to hold a Village Picnic with games - a suggested date - Bank Holiday Monday, 28th August from lunch time onwards – **ACTION** - it was resolved to purchase some equipment - a set of boules, children's boules, a rounder's set, a basketball. Advertising on the website, Facebook, some posters around the villages. As a courtesy The Burston Crown will be informed

52. Church Green

52.1. Designs for the Village sign on Church Green - Cllr. J. Mallows had circulated the designs. The consensus of opinion was for Option 3 the large wheatsheaf. It may be possible to keep the

original plaque. **ACTION** - Cllr. J. Mallows will put together some costings, which will be necessary to apply for grant funding.

52.2. Cars parking on the Village Green - many will not be aware that the public are not allowed to park on the green side. It was suggested that if the Heritage Board is moved to the same side, along with the suggested board (which had been circulated to all Councillors) this would be a step towards discouraging parking; The Chair had spoken with the Community Kitchen team, requesting that people are encouraged to park further round the Strike School. **ACTION** - Cllr. K. Cowley will request a quote from Dissigns, possibly A1 size

52.3. Strike School Rally - a response is still expected, the Risk Assessment, the need to protect the young trees

52.4. Willow tree on the Green - Cllr. K. Cowley reported that the tree had some precarious branches, which could cause damage with further winds. It was agreed to approach three tree surgeons to remove the broken branches and attend to any other work required. **ACTION** - the Clerk will contact the three surgeons and Cllr. K. Cowley will meet with them to discuss the work to be carried out, noting that it stands within the Conservation Area

53. Armed Forces Covenant Pledge. - consideration was given to the criteria - much of the content applied to larger communities where they can be supported in a meaningful way. It was agreed that the Parish Council would provide appropriate support to personnel should the need arise. Therefore the Parish Council agreed not to sign the pledge

54. Receipt of the following were noted: (i) an update on the Norwich Western Link Road

55. The date and place for the next meeting:

Date: Wednesday 6th September 2023 7.45pm, The Space to be confirmed.

Agenda items: Autumn litter pick date, Picnic in the Park,

The Chair thanked everyone for their attendance and work throughout the year.

The meeting closed at 9. 32pm

APPENDIX I – MINUTE 45 - 26th July 2023

Schedule of Correspondence - not on the agenda

Email Correspondence

	Subject	From	Contents	Action
1.	Weekly Planning lists:	CLLrs/SNC	Decisions & new planning applications	Fwd to All
2.	Weekly News	Community Action Norfolk	Updates from CAN	Fwd. to All
3.	Bulletins	NALC	Various info.	Fwd. to All
4.	Crime /Speedwatch	Police	Monthly review	Fwd. to All
5.	Newsletter	Parish Online	Bi-monthly updates	Fwd. to All
6.	Wellbeing	SNC	Regular updates	Fwd. to All
7.	Norwich western link Rd	NNC	Update of progress	Fwd. to All (23.6.23)
8.	Footpath 28	NCC	Confirmation of diversion	Fwd. to All (27.6.23)
9.	Norwich – Tilbury Consultation	National Grid	Details of briefings, public information events etc.	Fwd. to All (27.6.23)
10.	New compliance manager	SNC/Broadland Steve Kenny	Enforcement & Compliance Officer	Fwd. to All (05.7.23)
11.	Good Councillors guide etc	NALC	Info. re publications	Fwd. to All (26.7.23)
12.	Big Norfolk Litter Pick	SNC	Prize drawer winners	Fwd. to All (26.07)
13.	Insurance	Gallagher's	Safe Play	Fwd. to All (26.7.23)
14.				

Postal Correspondence –

	Subject	From	Contents	Action
15.	Bank Statements	Lloyds	statements	AW/Clerk filed