

# BURSTON AND SHIMPLING PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

**Tuesday 14<sup>th</sup> January 2020 at 7.30 pm, St. Mary's Church, Burston**

### Present:

Nigel Frankland  
Alison Wakeham  
Angela Belgrove  
Keith Cowley  
Christine Stevens

Chair  
Vice-Chair/Responsible Finance Officer

Ann Baker  
Members of the public:

Clerk to the Council  
Co. Cllr. Bev Spratt, Dist. Cllr. James Easter

**109. Apologies** - Cllr. I. Pugh - approved

**110. Declarations of Interest regarding agenda items** - none

**111. Adjournment of the meeting for public participation, Co. & Dist. Cllrs reports: -**

**Co. Cllr. Spratt** - NCC are proposing a 4% increase to Council Tax; boundary change consultation – this may affect some County Councillors but not District Councillors; the average number of electors per division is 8,500; Adult Social Services are doing a great job; regarding Burston School – has the Parish Council received any feedback about the School numbers steady - Cllr. Belgrove reported that class 2 and 4 have reasonable numbers, there are more boys in years 5/6, one parent has moved their daughter as she was the only girl in the class; attendance prior to Christmas was poor, the number of pupils is increasing, there are approximately 30 in total now.

**Dist. Cllr. Easter** - the GNLP consultation has been published and responses can be made until the 16<sup>th</sup> March; Dist. Cllr. Easter explained that SNC have withdrawn from the housing allocations as it was felt that GNLP wasn't practical for the rural villages in the District – smaller developments were to be encouraged – sites of 12; Councillors would be briefed at a meeting on the 23<sup>rd</sup> January as to the implications.

The Chair thanked both Councillors for their information.

*The Meeting re-opened 7. 55pm*

**112. Approval of the minutes of the Parish Council meeting held on 26<sup>th</sup> November 2019**, the minutes were adopted as a true and accurate record.

It was resolved to approve the minutes, proposed Cllr. Stevens, seconded by Cllr. Cowley, all in favour

**113. Matters Arising from the minutes not on the agenda** – as listed:

113.1 (91) SNC 'Community Links Scheme' – the Chair replied to SNC opting not to join the scheme under its present format

113.2 (98.4) Government grant – contact with Playforce could not be arranged prior to the deadline of 31<sup>st</sup> December 2019

113.3 (104.3) SNC Conservation Area review - Date set for 21<sup>st</sup> Jan. at 12 noon, Cllrs. Wakeham, Pugh and Belgrove will attend

113.4 (107) Church Green Christmas tree - a new tree was donated and planted by Cllr. Frankland, a near neighbour will water regularly

**114. Correspondence as listed on the attached schedule** - noted

**115. Planning – to consider planning applications received for consultation which have been received prior to the meeting & which members have been previously advised:**

115.1 - Planning Application 2019/2407 - Lime Grove, Bridge Road, Burston – erection of a single storey extension to the rear – it was resolved to approve this application (22.12.19)

**115.2 Consultees reports of Planning Decisions made by SNC:**

Planning Application 2019/2407 - Lime Grove, Bridge Road, Burston - approved with conditions 8<sup>th</sup> January 2020

**116. Finance -**

**116.1.1 - Approval of payments and receipts report as distributed at the meeting:**

It was resolved to approve the report, proposed Cllr. Belgrove, seconded Cllr. Wakeham, all in favour

**Schedule of Payments for Approval**

BACs/ Cheques	Payments:	Payments for Dec.'19 & Jan. 2020
PO 152	N. Burrige	Shimpling Churchyard maintenance
PO 153	HMRC	PAYE for Clerk
PO 154	H. Drake	Village Caretaker – December '19
PO 155	A. Baker	Clerk – December salary
PO 156	SNC	Annual payment for dog bins
PO 157	Burston PCC	Churchyard Maintenance Grant
PO 158	Dickleburgh & Rushall PC	Clerk's Annual SLCC/ALCC fees
PO 159	P. Newby	Hedge cutting of the Playing Field
PO 160	A. Wakeham	Ionos Website hosting invoices x 3
	<b>Receipts:</b>	
RO 33	Resident	Donation to War Memorial
RO 34	HMRC	VAT return – 2 <sup>nd</sup> quarter June/Sept.
RO 35	Bierton & Woods	Memorial stone for War Memorial

**116.2 - Approval of statement of accounts report as distributed at the meeting:**

it was resolved to approve these statements, proposed Cllr. Cowley, seconded Cllr. Belgrove, agreed by all.

116.3 **Approval of the bank reconciliation** for the third quarter of the year (Oct. – Dec.'19), it was resolved to approve this statement, proposed Cllr. Wakeham, seconded Cllr. Belgrove, all in agreement.

116.4 **Approval of the Precept and Budget for the next financial year 2020 -2021** - following discussion as there is some carry over, it was agreed to allocate it for a future project; it was resolved to approve both the Precept and Budget - proposed Cllr. Cowley, seconded Cllr. Stevens, all in agreement.

116.5 **Location for Council meetings from April 2020** – the Chair has visited one of the options - the Strike School have offered their space, with a donation for heating and lighting; the Chapel is yet to be viewed, again there would be a donation to heating and lighting, parking may be more of an issue here; the PCC are aware of the on-going discussions and will respond in time; it was suggested that the Parish Council meeting could rotate sharing the of village facilities, the larger meetings being held in Church.

116.6 **Acknowledgement of an insurance payment** towards the damage to the Car Park fencing at the Playing Field - the insurance company have agreed to pay the difference between the excess and the cost of the repair; the bank details have been sent to Came & Co. who will process the information and arrange the payment.

NF

**117. Highways & Footpaths:**

97.1 - **Highways** - at the recent meeting various issues were discussed – new chevrons on the double bends at Shimpling; the rubble has been cleared from under the bridge/culvert near The Retreat; it was

Clerk

noted that the road name signs had not been attended to and were in poor condition, some of the highways signs also required attention

97.2 - **PROW** - Cllr. Stevens stated there was nothing to be reported; the Clerk had received information about the Paths Seminar at Thompson Community Hall, Thompson - Cllr. Cowley agreed to attend the session. **Clerk**

97.3 - **Shimpling BOAT** - Cllr. Frankland had circulated a brief update - Martin Caplin is still working on the paperwork, a 3metre wide pathway through had been suggested, the Chair responded that this probably was not a good option.

**118. Playing Field:**

98.1 - Cllr. Cowley reported that repairs to play equipment and other items of street furniture were on-going; matting repairs in play area would be best left until the weather improved;

98.2 - members of the BMX group had requested a ton of soil to aid the track – following discussion it was agreed that it would support this request, it was resolved to approve proposed Cllr. Cowley, seconded Cllr. Wakeham, all agreed;

98.3 - B4RNs cabinet – this is progressing slowly;

98.4 - Hedging on the Playing Field will be cut in near future.

**119. Report on the defibrillator** - agenda item for March

**120. Diss & District NP** - Cllr. Wakeham reported the routine monthly meeting is this month – SNC have taken themselves out of the GNLP, thus as a Neighbourhood Planning group it was suggested they should agree their own allocations - the villages will do likewise; ACOM – have already done some work, most of the sites in the villages are suitable but the suggestion is for a smaller number of houses; the Parish Council need to potentially suggest sites, to make a contribution to overall scheme for consultations, displays etc., the need to allocate open spaces i.e. space at Mill, following consultation with the management (begin by discussing with the local manager); Cllr. Wakeham will find out the necessary criteria to initiate these talks. **AW**

**121. Report from Speedwatch and SAMs** - Cllr. K. Cowley reported the changeover for the SAMs machine, it is back on Mill Road, prior to that it was sited on Dickleburgh Road - the majority of drivers are still driving over the speed limit from the A140, averaging 36/37mph;

121.2 Speedwatch Team are carrying out some sessions, these will be increased with improving weather

**122. Emergency Plan report:** the Chair reported that Mike Warwick had prepared a letter, which was included with The Planet delivery; the response will enable the creation of 'needy lists,' the type of skills being offered in comparison to the current plan; Councillors and some residents may already be aware of people who may require assistance.

**123. Annual Litter Pick** - there was discussion about this event – the need to generate publicity, involve the School and locals, a date was agreed - Sat. 2<sup>nd</sup> May, this will also tie in with the Friends of Burston Coffee Morning, starting at 9.30am, issuing a free voucher to each picker for coffee, following their collection of litter. Cllr. Belgrove agreed to co-ordinate. **AB**

**124. Receipt of the following papers:**

NCC's GNLP consultation plan - this is available on-line for individuals to make comments, as indicated earlier SNC have opted out to remove themselves from the housing allocations, making arrangements for the rural nature of the district. **AW**

**125. Date of Next Meeting and items for inclusion on the agenda (not for discussion):**

**Tuesday 24<sup>th</sup> March 2020, 7.30pm at St. Mary's Church, Burston**

Items for inclusion on the agenda: defibrillator, litter pick details, Annual Meeting theme (21<sup>st</sup> April), the Don Swanton Award - arrangements

**The Meeting closed at 9. 10pm**

## APPENDIX I – MINUTE 114

### Schedule of Correspondence – not on the agenda

#### Email Correspondence

	Subject	From	Contents	Action
1.	Weekly Planning lists:	SNC	Decisions & new planning applications	Fwd to All
2.	Weekly Digest	Rural Services Network	Weekly news around the country	Fwd. to All
3.	Weekly News	Community Action Norfolk	Weekly updates from CAN	Fwd to All
4.	NP Meeting	Diss Town Council	Agenda, minutes etc. for meeting	Fwd. AW
5.	Crime/Speedwatch	Police	Monthly review	Fwd. to All
6.	Newsletter	Parish Online	Bi-monthly updates	Fwd. to All
7.	Precept	SNC	Confirmation of return date	Fwd. to All(7.12)
8.	Donations	CAB	Bi-annual newsletter & appeal for donations	Fwd. to All (18.12)
9.	GNLP	SNC	Invite to seminar at SNC in Jan.	Fwd. to All 23.12)
10.	Overnight camp	Haigh	Use of land outside St. Georges, for night hike	Fwd. to NF/AW(06.01.20)
11.	Insurance claim	Came & Co.	Refund of costs for repair	Fwd. to All (08.01)
12.	GNLP consultation	CPRE	Info. initial comments on the forth coming consultation from NCC	Fwd. to All (8.01.20)
13.	Footpath seminar	SNC	Parish paths seminar in Feb.	Fwd. to All (9.01)
14.	Meeting dates	Norfolk Constabulary	Street clinics, next local mtg	Fwd. to All (10.01)
15.				
16.				
17.				
18.				
19.				
20.				
21.				

#### Postal Correspondence –

	Subject	From	Contents	Action
22.	Bank Statements	Lloyds	statements	Filed by Clerk
23.				
24.				