

BURNHAM THORPE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 18th January 2021 at 6.30 pm by Zoom Video Conference

Present:

Councillors: Mima Garland (Chair), Valerie Southerland, Sarah Greenall, Barbara Linsley, Chris Yardley, Alan Bodill, Norfolk County Councillor Andrew Jamieson and Clerk: Sarah Raven

Members of the Public: 9

1. Apologies for absence:
The Chair opened the meeting and welcomed everyone. Cllr J Byard send his apologies for absence (Work) which the Council accepted. Proposed Cllr M Garland seconded Cllr V Southerland. Also Borough Councillor Cllr S Sandell gave her apologies.
2. Minutes of the last council meeting held on the 18th January 2021.
Minutes were circulated before the meeting, AGREED with no amendments and signed by the Cllr M Garland. Proposed by Cllr M Garland and Seconded Cllr C Yardley.
3. Declarations of interest from Councillors in any item to be discussed: -
None
4. Public participation –
None
5. Reports by County and Borough Councillor: -
Cllr A Jamieson gave an update. Lockdown being lifted on 12th April. There will be an influx of tourists to the County. Campsites are being allowed for 56 days without permission because of Covid, as normally 28 days. Cllr Jamieson could contribute financially towards any Highways and other projects next financial year.
6. Clerks Report:
The Clerk presented her report which Councillors were able to see ahead of the meeting. Amendment in the document to item 13 the webinar was Sustainable Water Management Plan.
7. Financial Statements for January and February 2021:
The Financial Statements were AGREED. Proposed Cllr M Garland seconded Cllr S Greenall.
8. Internal Auditor:
It was AGREED to instruct Roger Gillet to complete the internal auditor. Proposed Cllr M Garland seconded Cllr V Southerland
9. Parish Online:
It was AGREED to purchase Parish Online. Proposed Cllr M Garland seconded Cllr B Linsley
10. Appraisal
It was AGREED Cllr B Linsley and Cllr A Bodill would complete the appraisal of the Clerk.

11. To approve payments:

Payments	Amount £	Receipts	Amount £
S Jackman (Course Wix S Raven)	22.50		
Norfolk Parish Training (Course)	18.00		
S Raven Admin	8.10		
S Raven wages Feb	257.80		
Holkham Rent Millennium Piece	50.00		
S Raven Wages Jan	257.80		
Norfolk Parish Training Subscription	70.25		
Norfolk ALC Subscription	79.00		

Payments approved proposed Cllr M Garland seconded Cllr V Southerland

12. Egmore Energy:

Meetings had taken place with Parish Councils in the area and Egmore Energy. Cllr M Garland and Cllr C Yardley had attended for the Parish Council. Egmore Energy declined to comment on the Planning Brief, to provide information on travelling patterns and the audit documents that are sent to Ofgem. Cllr A Jamieson asked for copies of emails to Egmore Energy, he would see if he could deal with this directly. Clerk to action. Discussions by Member of Public on whether James Wild MP should be involved as Egmore Energy is not a business it is a utility with a 20-year fixed contract. It was AGREED to write to Egmore Energy and Ofgem using Freedom of Information and Environment Information Regulations. Proposed Cllr M Garland, seconded Cllr C Yardley. Cllr S Greenall thanked Cllr M Garland and Cllr C Yardley for their hard work in this matter.

13. Flooding:

Cllr B Linsley updated on flooding. A site meeting took place with Cllr A Jamieson, James Wild MP, Councillors, and members of the public. Anglian Water have advised that they will provide an update to the infrastructure of the pumping station on Walsingham Road. Cllr Jamieson explained The Norfolk Strategic Flood Alliance are establishing a Flood line for all calls to be directed to one number. This will be provided once established. Anglian Water are to carry out a camera survey of their pipe network to identify where repairs and replacement are needed. Highways have inspected the drain at Lowes Lane but until the River subsides repairs cannot be done. Lowes Lane is very silted and needs cleaning. Cllr A Jamieson would action the Borough Council to clean Walsingham Road and Lowes Lane. Cllr A Jamieson has been impressed by Victoria and Jason at Highways as they have contributed a lot of hours dealing with flooding issues. Clerk asked if the Norfolk Strategic Flood Alliance meeting notes would be available to Parish Councils. Cllr A Jamieson will action. Tankers have destroyed the verges along Walsingham Road. Highways will need to liaise with Anglian Water to get this repaired in the future. The Environment Agency have been asked for water quality information.

14. Rental Property at Blacksmiths Lane:

Holkham updated that they are about 6-8 weeks from completion. Marketing Information should be sent out in the next couple of weeks. Undertaking between Holkham and The Burnham Thorpe Residents Limited regarding the criteria for proposed tenants for the 20% discounted rental property. Discussion on whether the Parish Council wanted to use the Veto option. It was AGREED that the Parish Council would exercise the right to use the veto process as set out in the Undertaking. Proposed by Cllr B Linsley seconded Cllr C Yardley.

15. CIL (Community Infrastructure Levy) Payment to be used for WI-FI in the Village Hall:
The CIL Officer at the Borough Council had not responded back to queries put forward by the Clerk regarding monthly payments for Broadband being used from CIL monies. The Memorial Hall could not be registered with Royal Mail as not occupied. BT Business Broadband quote had been obtained together with two satellite systems. Clerk to contact the Treasurer and Chair of the Memorial Hall regarding the three quotes once the CIL Officer had responded.
16. Playing Field Committee with regards to purchasing a piece of play equipment from CIL money:
The Clerk was still waiting for confirmation from the CIL Officer to explain if matting and installation could be purchased from CIL money. Quote had been provided by the Playing Field Committee for the trim trail. It was AGREED to purchase the trim trail equipment together with matting and installation SUBJECT to the CIL Officer agreeing this course of action. If not, then to just purchase the trim trail without matting and installation. Clerk to liaise with Playing Field Committee and CIL Officer. Proposed Cllr M Garland, Seconded Cllr C Yardley
17. CIL Grant process and any projects needed:
No projects at present to apply for the CIL grant from the Borough Council.
18. Millennium Piece:
- a) Lease – Clerk had spoken to the solicitor regarding the lease. Still waiting for the lease to be received to be signed.
 - b) Fakenham Area Conservation Team quotation:
Due to flooding, Millennium Piece could not be accessed to do work. Volunteers' names had been taken by Clerk to help with Millennium Piece when work can start. Cllr Yardley explained because of Covid and the nesting season work will probably start mid-summer.
19. Highways
- a) SAM2 – Situated by Whitehall Farm on Walsingham Road. Data will then be sent round.
 - b) Footpaths – No updates at present. Clerk to chase for up-to-date situation and time scales once lockdown has been lifted.
 - c) Lowes Lane Bridge – Completed by Highways week of 15th March 2021.
 - d) Village Gateways – Cllr A Jamieson offered a contribution of £750 towards the village gateways. Parish Council total for the Village Gates to come from CIL reserve. The Agreement from Parish Partnership and Norfolk County Council was AGREED by the Parish Council. Proposed Cllr M Garland seconded Cllr S Greenall.
 - e) Grips – Highways had confirmed these would be redone. Ditches to the back of the grips would be cleaned out as soon as possible. Cllr A Bodill stated there was a problem with the drain outside Chapel Cottage – Clerk to action.
20. Speed Survey –
This had been sent round with the Newsletter at the beginning of March. Deadline is 31st March.
21. Correspondence:
Holkham – Housing Survey
22. Items for Next Agenda:
None

23. To adjourn the meeting to invite public participation – including questions and statements relating to items on this agenda or for items to be placed on agenda for next meeting.

Resident asked if signage could be displayed on the entrance to the Common so public are aware, they can walk on this land near the Church/Manor House. Clerk to write to Holkham.

Resident commented on rental property at Blacksmith Lane regarding the rental price.

Meeting closed at 8.30 pm

Date and times of next meetings: -

Monday 24th May, Monday 19th July, Monday 20th September, Monday 22nd November.

All meetings start at 6.30 pm to be held virtually by Zoom or in the Nelson Memorial Hall

..... Chair Dated:

**THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL
AND SIGNED ABOVE BY CHAIR**

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