

BIRCHAM PARISH COUNCIL

Minutes of a Meeting of Bircham Parish Council held on Monday 28th June 2021 at 7.30pm at Bircham Social Club

Present: Councillors G Daniels (Chairman), M Sargent, C Morley, T Clark, R Hutchinson, J Royall, B Mele, D Howell (joined the meeting at 7.55pm)
M Hayes Parish Clerk & 2 members of the public

21.046 To receive and accept Apologies for Absence

Apologies were received from Councillors Carter, Langfield & French.

21.47 Chairman's Welcome

The Chairman welcomed everyone to the meeting.

21.048 Declarations of Interest

None.

21.049 To approve the Minutes of the previous meeting

RESOLVED: It was Proposed and Seconded and unanimously agreed to approve the minutes of the meeting held on 5th May 2021 as a correct record.

21.050 Matters arising from previous meetings (*For information only*)

- Further trees have been ordered from The Woodland Trust to plant in the Autumn.
- The large conifers at the entrance to the playing field would be removed within the next week.
- Depending on the weather the posts around the pond would be installed within the next week. The Council had received an email regarding the condition of the pond and the large number of geese. It was agreed to get the area around the pond cut when the posts were installed. It was also reported that there are 2 dead geese on the pond that need removing. This could be because of the large number of geese and overcrowding on the pond. The Clerk would report this to Sandringham Estate.
- It was agreed at the last meeting to defer the installation of No Feeding signs on the pond for the time being.

21.051 Public Participation relating to the agenda

No items.

21.052 Ward Reports: County Councillor and Borough Councillor

Councillor Morley reported to the meeting that he had been appointed as Deputy Chairman of the Audit Committee. Since the last meeting there had been a change of Management Team at the Borough Council and there was nothing further to report at this time.

21.053 Planning Matters

Planning Applications

- 21/00713/F – Demolition of existing dwelling and construction of 6 no dwellings Well Cottage Crow Lane – The Parish Council objected to this application
- Amended plans for 21/00713/F reduction to 4 dwellings – Following a discussion on the amended plans and a vote 7 in favour and 1 against the following response which would be submitted to the Planning Department. Bircham Parish Council do not object to the amended plans for 4 dwellings on this site. They are however still concerned about the access onto Crow Lane and the visibility splay and possible issues with sewage and drainage in this area. The Parish Council would like to see positive confirmation from the highway authority that the concerns mentioned are fully compliant with highways regulations. In addition, the Parish Council would also like to see confirmation from the Environment Agency that the drainage and sewage concerns are also fully compliant with their environmental regulations.

Other relevant Planning matters

None

21.054 Finance

21054.1 Authorisation of Payments due including delegated power payments Resolved unanimously approved.

Mid-month payments under delegated powers				
Payments	Heading	Gross	VAT	Cheque No.
Harry Stebbings	Notice Board	£1023.60	170.60	101037
Eon	Street Lighting supply May	£73.51	£3.50	dd
Receipts	NIL	£-		
Total		£73.51		
Payment for approval June				
Payments	Heading	Gross	VAT	Cheque no
Norfolk ALC	Webinar December 20	£30.00	£5.00	101038
N Smith	Finalise end of year accounts	£40.00		101039
Norfolk PTS	Councillor Induction training 6/7 July	£50.00		101040
Maxine Hayes	Clerks Salary and office allowance	£259.17		101041
Maxine Hayes	Expenses Mileage, printing, postage	£95.28		101042
Matt Curtis	Installation of notice board	£87.00		101043
Bircham Cricket Club	Maintenance of playing field Oct 20 to September 21	£1,220.00		101044
Playsafety Ltd (ROSPA)	Play area inspection	£90.60	£15.10	101045

Eon	Street Lighting supply June	£ 75.97	£ 3.62	dd
TOTAL		£ 2,095.04		

21054.2 To receive financial report to year end 31.3.2021

Received and noted.

21054.3 To approve Annual Governance Statement for year ending 2020/21

APPROVED

21054.4 To approve Annual Accounting Statement and Certificate of Exemption for year ending 2020/21

APPROVED

21.054.5 Internal Auditors Report – The Clerk reported that the internal auditor had signed off the accounts with no recommended actions.

21.054.6 Asset Register – Received and approved.

21.054.7 Bircham in Bloom – to discuss a donation of up to £200 for the setting up of an independent group.

Discussion took place over the proposal to set up the Bircham in Bloom as an independent group and the Parish Council to agree in principle to donate £200 to help the group set up.

Several councillors raised concerns about this action, and it was agreed that it could remain as a project group of the Parish Council if this was the preferred option.

The Clerk agreed to research how other In Bloom groups were set up and it would be added to the July agenda for further discussion.

21.054.8 Cricket Club – Councillor Howell informed the meeting that the Cricket Club were withdrawing their request and the full £720 would be paid back to the Parish Council.

21.054.9 – Approved to pay £50 for induction councillor training.

21.055 Highways

To receive reports or updates on Highway related issues

The Clerk was asked to report the following highway issues:

- The junction of Lynn Road, Docking Road and Stanhoe Road there were weeds growing against the wall plus the trees are overhanging which become a problem for pedestrians walking along this footpath.
- Opposite no 3 Stocks Close overhanging ivy has been pushed back into the hedge which was previously overhanging the road. The hedge along that stretch of Stanhoe Road does need cutting back plus the hedge alongside the footpath from Stocks Close towards the Church is growing over the footpath forcing pedestrians into the road.

21.056 Items for Discussion

- Bircham in Bloom – The group had met on the 15th June and agreed that the planting plan for 2021 would follow the same design as 2020.

- Queens Platinum Celebrations 2022 – it was agreed to plant a tree in the Jubilee Gardens with a plaque. The location to be agreed.
- From the Ground up an acre per village – the Council had been asked to put this on the agenda for discussion. Councillor Daniels reported that she had spoken to the Sandringham Estate about whether there was any land in the village that could be used to plant a meadow. Whilst they were sympathetic to this idea all their land was tenanted and unavailable for this type of project. However, there is a possibility that the area alongside the trod in Bircham Tofts could be planted with meadow flowers which would tidy this area and be a lovely entrance to the village. The Clerk agreed to contact County Highways to seek their views on this as it would require their permission. It was agreed this could be a project of the In Bloom group. This would be added to the July agenda for further discussion.
- Replacement dog bin – It was agreed that as the bin in Bagthorpe Road was well used it would be replaced with a new bin. The cost of the bin would be between £200 - £300. The Clerk would circulate bin details for approval.

21.057 Correspondence

- Invitation to take part in the Queens Platinum Jubilee Beacons event 2nd June 2022 – noted
- Press release update on vaccination performance programme - noted
- Details of KLWNBC Local Plan Review briefings – noted
- Email from Councillor J Rust asking for support for the campaign to ask for a replacement for the Queen Elizabeth hospital - noted

21.058 To confirm appointment of Parish Clerk

It was Unanimously approved to confirm the appointment of Maxine Hayes as Parish Clerk.

The meeting ended at 8.55pm.