

Brancaster Parish Council

Minutes of the meeting of Council held on Tuesday 2nd July 2024 at 6.30pm

The meeting was held in Brancaster Staithe Village Hall

Present: Cllr T de Winton (Chair), Cllr B Bax, Cllr S Bocking, Cllr C Borthwick, Cllr W Gardiner, Cllr S Osborn, Cllr S Ullswater

Also in attendance: Simon Bower (Parish Clerk) and approximately nine Members of the Public

Prior to the Meeting, Cllr de Winton presented a portrait of HM The King to Verily Borthwick for the Village Hall.

Meeting began at 6.33 pm

2024.07.02.01 - Declarations of Interest

- a) No Declarations of Interest were received.

2024.07.02.02 - Apologies for absence

- a) Apologies for absence were received from Cllrs Dovey, Carpenter and O'Sullivan. NCC Cllr Jamieson had also apologised, citing the pre-election period.

2024.07.02.03 - Minutes

- a) There had been some confusion over the minutes of the meeting on 7th May, discussed on 4th June¹. *It was agreed that 2024.05.07.11 be amended to read "Cllr Borthwick reported she had requested the handyman to clear access to all the dog poo bins. It was reported back all had been done except the one on Choseley Road". Additionally, the donation to Burnham Deepdale Church was £2,200, not £2,000 [2024.06.04.6.3.2].*
- b) *The minutes of the meetings on 7th May and 4th June 2024, with the above amendments, were accepted as a true record for signature.*
- c) Cllr Bax raised a concern over Council representation on a meeting of The Beach Car Park Committee – this had been debated at length.

2024.07.02.04 – Public Comments 1

- a) Subjects raised were:
- Trees – being looked at.
 - Boardwalk growth blocking – referred to NCC.
 - Hedges – referred to NCC. Reasons for direct referral outlined.
 - Yellow lines – consultation by Highways about to start.

2024.07.02.05 - Reports

- a) Chair's report. Cllr de Winton noted the rough sleeper was moving again. He described a road closure, on road to Docking, which Anglian Water reported was not as total as had been announced. He noted the success of the D-Day commemoration.
- b) Report from Borough Councillor. Cllr de Winton noted the change of Leader at the Borough, the appointment of a new CEO, and that he was himself once again

¹ The 7/5/24 minutes had not yet been signed.

Signed:

(Chair)

Date: 6/8/2024

on the Planning Committee. He was also on the Audit Group, "guarding your money".

- c) Report from County Councillor. None.
- d) Report from Clerk. The Clerk noted: he had had a report from the Street Light contractor listing defects which needed attention (for next meeting); communication with Freebridge showed their support for more local priority at the Brancaster Staithe development; the £400 grant to the Coffee Morning Group could be paid to Brancaster Village Hall; VE-Day 2025 Commemoration - national literature had stated that VE Day was the end of World War II – he had queried this in a personal capacity, asking ref VJ-Day.

2024.07.02.06 - Finance

- a) The Clerk presented the finance figures. Balances were c.£160K. He noted that the insurance had now been paid through to June 2025. The list of payments included those donations etc. agreed at the previous meeting – presented for completeness. Most on the list were contractual, previously agreed or Direct Debits.

- b) All expenditure as listed in the pack was approved for payment².

Prop: Cllr Bax; 2nd: Cllr Osborn; unanimous

2024.07.02.07 - Planning

- a) No applications received in usual deadline. It was noted that 39 applications had been received and considered between Jan and Jun 2024.
- b) A late-arriving application was considered:
 - a. 24/01132 - Proposed alterations and extension to the existing garage (York Cottage, London Street, Brancaster). Council agreed to object to this on the basis of the Neighbourhood Plan (number of bedrooms). Cllr de Winton also noted he would call the application into the Planning Committee.

2024.07.02.08 - Delegated decisions etc.

- a) These were noted in the pack: A Planning meeting was held on 25/6/24. Two applications were considered, and the Clerk wrote to the Borough noting no objections as having been raised:
 - 24/00986 New glazed door to rear of kitchen (1 Town Farm Close Brancaster)
 - 24/01041 Full planning for conversion of existing ground floor garage to bedroom and en-suite and replacement of rear conservatory to insulated kitchen/living area (2 Anchorage View Brancaster)

2024.07.02.09 - Other matters

- a) Cllr Bocking noted his attendance at a meeting of the Beach Car Park Committee – no resurfacing this year, ANPR no change, concern expressed over minimum wage. Also, Fairways Committee – concerns over which group considered which matters (this reflected at the Commons Committee, noted by Cllrs Dovey and de Winton). The latter also chasing NT over Brancaster Staithe Village Green works, Sailing Club lease, and Phone Boxes.
- b) There was an extended discussion on the merits of a physical post box v a PO Box. Council agreed (5 for, 1 against, 1 abst) to invest in a PO Box as its address, at a cost of c.£425pa.

2024.07.02.10 - Correspondence and requests

- a) No additional correspondence reported.

² See below

Signed:

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- b) Cllr Bax noted the efforts of volunteers for the D-Day commemoration – historical information was extensive and very much appreciated by the School visits; 120+ had attended the Beacon lighting event. She also echoed the Clerk's comments about VE/VJ Day 2025 – perhaps Council could consider something different. Council agreed a formal "Vote of Thanks" to Geoff Wingrove, Barbara Wingrove, Brigadier David Wakefield, Lucinda Mackworth-Young, Mary Gardiner, Diane Walton and the Thompson and de Winton families for their efforts for the commemoration of D Day. [Cllr de Winton also thanked Cllr Bax.]
Prop: Cllr Ullswater; 2nd: Cllr Osborn; unanimous
- c) A proposal had been made to make the overflow car park at Brancaster Village Hall more substantive – hardcore plus plastic surface strengthening. Council unanimously agreed in principle to consider this. Quotes to be sought with assistance from Brancaster Village Hall, for future consideration, and Clerk to apply for CIL grant.
- d) Brancaster Staithe development: Council agreed to ask BCKLWN and Freebridge to prioritise housing people with local connections, be it family or work, and particularly those with young children. Clerk to express in strong terms, and also write for The Link and Town and Around ref local housing.
- e) Following a request from Public, Cllr de Winton had asked for a summary of charities. A paper was presented by the Clerk. It was agreed that the Clerk should write to the Trustees of the Bell's Charity with advice and suggestions.
- f) Council had been asked to support both the Community First Responders and West Norfolk Falls, but there remained some confusion over the overlap between the two groups. It was agreed that Council's principal commitment was to the First Responders, but that did not negate support for West Norfolk Falls.
- g) Consideration over donation to the First Responders deferred. Cllr de Winton to talk to First Responder.

2024.07.02.11 - AOB and agenda requests

- a) Concern was expressed over the "scruffiness" of the Parish. Cllr Borthwick to contact contractor over works previously authorised and requested by the Clerk, including bus shelters, strimming of trees, bike racks etc. Poo-bin noted as not being emptied. Asset Group to meet to look at Playing Field works, but noted that warnings over disturbing birds applied until September. Also review contractors' work.
- b) No additional agenda requests.

2024.07.02.12 - Public Comments 2

- a) Subjects raised were:
- Footpath registration/need for a Working Group – if any unregistered paths were at threat, Council should be informed.
 - Charities and their status/ownership – [heated] Clerk maintained not owned by, or in any way the responsibility, of Council.
 - Old Pump House needs maintenance – added to list for contractor.
 - SHADCRA statement ref withdrawal of claim; position of Council and money set-aside – Council to formulate response at a separate meeting.

2024.07.02.13 - Next meeting

- a) The next Ordinary meeting was confirmed as being on Tuesday 6th August at 6.30pm in Brancaster Village Hall. An additional meeting to take place on 9th July as in 12 above.

Signed:

(Chair)

Date: 6/8/2024

2024.07.02.14 - Private session

- a) Council agreed to close the meeting under Standing Orders and relevant legislation due to the nature of the subjects to be discussed. [Public left c.8.25pm.]
- b) A new Job Description for any incoming Clerk was agreed. Recruitment arrangements were also discussed and agreed.

Meeting ended at c. 8.50pm

Expenditure:

Date	To	For	Amount	of which VAT	budget	notes
1/7/24	ECS - jun	Computer	£38.40	£6.40	admin	DD
	Tomato - A/B/C - atbc	Streetlights			utilities	DD
20/3/24	BCSC	Insurance	£335.56	£0.00	insurance	lease
23/4/24	BCKLWN	Bin - Tennis week	£41.80	£0.00	contingency	paid
31/5/24	TT Jones - Jul-Sep	Streetlights	£71.40	£11.90	utilities	contract
31/5/24	TT Jones - testing	Streetlights	£900.00	£150.00	utilities	agreed
12/6/24	Clear Councils	Insurance to 6/25	£1,574.57	£0.00	insurance	paid
4/6/24	Brancaster PCC	Grant s.214	£3,500.00	£0.00	reserves	paid
4/6/24	Burnham Deepdale PCC ³	Grant s.214	£2,000.00	£0.00	reserves	paid
4/6/24	Friends of Brancaster School	Donation	£750.00	£0.00	s.137	paid
4/6/24	National Coastwatch	Donation	£2,370.00	£0.00	s.137	paid
28/6/24	Barclaycard - atbc	various				DD
31/5/24	Heronwood	Grass Cutting	£420.00	£0.00	open spaces	contract
	BVH (for coffee mornings)	Donation	£400.00	£0.00	s.137	agreed
31/7/24	Salaries/tax/Nl/pension	Salaries	£1,754.26	£0.00	salaries	contract

³ To be increased to £2,200 as in 3a above.

Signed:

(Chair)

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