

Brancaster Parish Council

Minutes of the meeting of Council held on Tuesday 6th August 2024 at 6.30pm

The meeting was held in Brancaster Village Hall

Present: Cllr T de Winton (Chair), Cllr S Bocking, Cllr C Borthwick, Cllr V Carpenter, Cllr A Dovey, Cllr W Gardiner, Cllr S Osborn, Cllr T O'Sullivan, Cllr S Ullswater

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

Meeting began at 6.30pm

2024.08.06.01 - Declarations of Interest

- a) No Declarations of Interest were received.

2024.08.06.02 - Apologies for absence

- a) An apology for absence had been received from Cllr Bax.

2024.08.06.03 - Minutes

- a) The minutes of the meeting on 2nd July 2024 were accepted as a true record and duly signed.

Prop: Cllr Ullswater; 2nd: Cllr Gardiner; unanimous

- b) The minutes of the additional meeting on 9th July 2024 were accepted as a true record and duly signed.

2 abst

- c) Question were raised over land ownership ref dog bin in Choseley Rd, and the Bell's Charity. Cllr de Winton noted that the First Responders would cover from Burnham Market (excluded) to Thornham, inland to Docking.

2024.08.06.04 – Public Comments 1

- a) Subjects raised were:
- Problems with drainage capacity, Saw Mill Rd
 - White markings on roads

2024.08.06.05 - Reports

- a) Chair's report. Cllr de Winton updated Cllrs on the rough sleeper, including a missed court appearance and arrest. He also noted that phone boxes were being painted.
- b) Report from Borough Councillor. Cllr de Winton did not note any Borough activity.
- c) Report from County Councillor. Cllr Jamieson had apologised for his absence – no report presented.
- d) Report from Clerk. The Clerk noted he had responded to a Press inquiry ref SHADCRA case – holding response, full report will be issued. Hedge cutting – issue at Boardwalk; write in Newsletter. VE/VJ Day – Cllr Bax had been working on this; beacon, history events etc. He read from email ref the Traffic Regulation Orders – apology for delay from NCC, likely to be 9-12 months, white lines were for measuring purposes; signs – NCC still working with Westcotec.

Signed:

(Chair)

Date: 3/9/2024

2024.08.06.06 - Finance

- a) The Clerk presented the finance figures, noting the Allotments had paid their £600 rent. Balances £156.8K, no concerns over spending v budgets – total spending 41% in 42% of year to date. A “clean” audit had been received.
- b) The large amount spent on grass-cutting was raised – brief discussion on how to control, and whether biodiversity should be considered more. All expenditure as listed in the pack was approved for payment¹.
- c) Council agreed to the actions recommended following the streetlight report, totalling £655, subject to the Clerk clarifying any permission required for work on tree reduction.
- d) Council agreed to reappoint Sonya Blythe as Internal Auditor for 2024/5.

2024.08.06.07 - Planning

- a) An application had been received earlier in the day; it was agreed that this may be considered by email/delegation should no other applications require consideration before the next meeting – otherwise the scheduled Planning Meeting would occur.

2024.08.06.08 - Delegated decisions etc.

- a) A Planning Meeting² had occurred, with the Clerk responding under delegated powers. As the Brentwood application did not produce a loss of parking, the objection to this had been withdrawn.

2024.08.06.09 - Other matters

- a) Cllrs Gardiner and Borthwick noted they had met with contractor – bike racks being installed next week. Question ref kissing gate – Clerk to forward emails ref NCC view. Noticeboard catch – check with supplier. Meeting ref Public WC at Beach – Cllrs Ullswater and Gardiner not invited – Clerk to remind NT. Cllr de Winton had attended Allotment Summer Party – very impressed.
- b) Clerk commented on recent (Brancaster) Play Area report – no concerns; signage highest scoring item, already rejected by NCC.
 - a. BCSC working on possible improvements to address minor issues – report/suggestions to follow.
 - b. Council agreed to fund inspections for Brancaster Staithe/Deepdale Play Area³.
 - c. Council agreed to appoint Seagrave Inspection Services for 2025 for both sites at a total cost of £350⁴.
- c) Council agreed to set up a Working Group to look at the proposed car park etc. at Brancaster Village Hall. This to include Cllrs Carpenter, Dovey, Gardiner, Osborn and Ullswater, and representatives of Brancaster Village Hall and BCSC.
- d) It was agreed formally to approach Brancaster Village Hall to request a post box for Council be added.

2024.08.06.10 - Correspondence and requests

- a) A request for compensation for damage to car by sea water on Beach Rd had been received – Clerk replying explaining position. Comments on signage ref footpath to Beach. Clerk to add note to Newsletter ref hedges/Boardwalk brambles etc.

¹ See below

² Notes available on website

³ It was noted that a “go fund me” page to help with funding further equipment was in place – Clerk to promote

⁴ Clerk working to see if other councils may do so as well, which may reduce cost

Signed:

(Chair)

Date: 3/9/2024

- b) A proposal from Cllr de Winton (seconded Cllr Dovey) to donate £2,000 to the Community First Responders was made. An amendment to increase this to £3,000 (Cllr Bocking, seconded Cllr Borthwick) was made, and voted on first, receiving five votes, being a majority. Council agreed to donate £3,000 to the Community First Responders.

2024.08.06.11 - AOB and agenda requests

- a) Cllr Dovey noted the wildflowers were growing. Cllr Gardiner noted the National Trust had objected to registration of the Beach as a designated bathing site, for monitoring of water quality – possibly to take further with CEO. No meeting yet arranged by NT over Sailing Club lease etc. at Brancaster Staithe Village Green.
- b) No agenda requests received.

2024.08.06.12 - Public Comments 2

- c) Subjects raised were:
- Electronic signs at Beach – referred to above.
 - Marsh Drove kissing gate – Clerk to send emails to Cllrs.
 - Pump House/Bus shelters – work needed.

2024.08.06.13 - Next meeting

- a) The next meeting was confirmed as being on Tuesday 3rd September at 6.30pm in Brancaster Staithe Village Hall.

2024.08.06.14 - 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. [Members of the Public left at 8.07pm]
- b) Consideration was given to the Interview process for a new Clerk. Cllrs de Winton, Bax, Osborn and Dovey to be involved.
- c) [Cllrs Bocking and Borthwick left] Council agreed to a final amendment to the proposed agreement to conclude the SHADCRA case against Council.

Meeting ended at c. 8.45pm

Expenditure:

Date	To	For	Amount	of which VAT	budget
29/7/24	Tomato - jun - total	Streetlights	£272.72	£12.99	utilities
	Tomato - jul - tbc	Streetlights			utilities
2/7/24	Norfolk ALC	Locum	£150.85	£0.00	admin
4/7/24	Kevin Crompton	Grass Cutting	£200.00	£0.00	open spaces
30/6/24	Heronwood	Grass Cutting	£158.00	£0.00	open spaces
14/7/24	Marcus Townshend	Grass Cutting	£245.00	£0.00	open spaces
14/7/24	Marcus Townshend	Hedge	£190.00	£0.00	open spaces
12/7/24	NPTS	Training	£56.00	£0.00	admin
14/7/24	David Bracey	Inspection	£144.00	£24.00	admin
29/7/24	Amy Loose	Car Park passes	£417.45	£0.00	admin
28/7/24	Barclaycard	various	£39.80	£3.20	admin
30/8/24	Salaries/tax/NI/pension	Salaries	£1,754.26	£0.00	salaries

Signed:

(Chair)

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