

BRANCASTER PARISH COUNCIL
Minutes

The Annual Parish meeting was held on Tuesday, 5th. April, 2016, in the Simms Reeve Institute, at 7 pm.

PRESENT

8 councillors, WNBCllr E.Watson and Mr.Bullock of Bullock enterprises [Builders] Also 14 electors.

Apologies: Councillors J.W. Thompson and S.Oliver

Chair was taken by TdeW in the absence of the chairman JWT. Everyone welcomed.

MINUTES

Read out and signed as correct [prop CC sec. SB] by vice chairman.

MATTERS ARISING

Dealt with throughout the year. Nothing outstanding.

CHAIRMAN'S REPORT

This had been left by JWT and was read out by TdeW.

ITEMS FOR DISCUSSION

PB asked what has PC achieved.

BE Footpaths need a committee to include members of public e.g. R.Lawton who had previously produced a report.

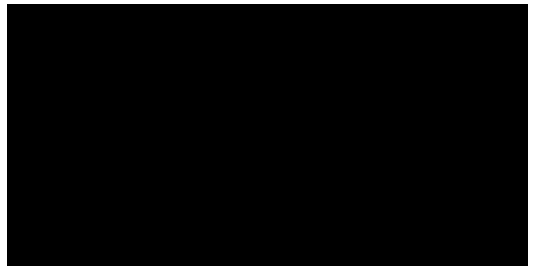
Jos.L. Beach Road traffic in summer.

Other matters raised:

Traffic speed on Mill Hill; parking at bottom of Mill Hill;

Double yellow lines; parish volunteers to help monitor speed.

The meeting closed at 7.25 pm.



4/4/2017.

BRANCASTER PARISH COUNCIL - DRAFT MINUTES 7.7.2015

A Meeting of the Parish Council was held in the Simms Reeve Institute, Brancaster on Tuesday, 7th July, 2015, at 7pm.

PRESENT

Ms.C.Borthwick, Messrs. J.W.Thompson [chair] N.Linge, G.Bocking C.Cotton. E.Gould, , S.Bocking, R.Lowe, T de Winton. Also, WNBCllr. E.Watson and NCCllr. R.Bird.

Also present were 10 electors

1.APOLOGIES FOR ABSENCE

S.Oliver [holiday]

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3. MINUTES of last meeting [2.6.15]

Agreed as correct. [Prop. N.Linge, sec. C.Cotton.] and signed by chairman.

Regarding future recording of minutes, it was agreed [prop .T de W, sec. GB that a new loose leaf system be adopted.. ACTION; Clerk.

4.. MATTERS ARISING

FP3 - still awaiting definitive map- Refer to NCCllr. Bird.

PC website - some photos still awaited from councillors.

Coastal Path - In hand. More information needed.

At this point it was noticed that proceedings were being recorded. Clerk to check on new ruling.

Brancaster Staithe layby - report by R.Lowe. Area now cleaned and bin removed. Bin casing still onsite but must be stored somewhere else as PC property.. There was evidence of a local resident dumping rubbish there.

Kiters' Group - Map needed of zone used..

Storage facility for Brancaster playing field - Prop.E.Gould, sec. S.Bocking that a second hand storage container be purchased. This would be located on the field at a discreet corner location. ACTION: Josephine Luddington and C.Cotton.

Flooding at the Harbour - NCC Highways [Sally] to be met on site. ACTION: S.Bocking and R.Lowe

Footpaths - no further news.

Signs on highway - refer to NCC Highways

RWNGC notice at marsh road - to be circulated.

5. RELEVANT REPORTS FROM WNBC AND NCC

WNBCllr. Elizabeth Watson - reported on BS layby [cleanup had been done by WNBC]; refuse collection regime [WNBC to send letters to holiday homes]; a survey of needs to be done by John Daniel; Right to Buy legislation; Tennis Week; refuse lorries on the Hard to be directed to reverse in this area to prevent surface damage.

NCCllr. R.Bird -Coastal flooding protection scheme [T de W asked for local input]; sugar mountain; Round Britain Trail Path - [in 2 years time] ; grants for new businesses; Broadband coverage; Right to Buy scheme [raised by NL] .RB promised involvement in this and hoped John Dobson would help; A149 speed limits - RB gave PC a folder entitled Norfolk Speed Management Strategy which would be circulated.

6. REPORTS FROM PARISH REPRESENTATIVES

None

7. FINANCE

Balances Current A/c £ 9488.18 Savings a/c £8846.80

[a] Invoices for payment.[Prop. SB Sec. CC]

Open Spaces Society subs £45

Carter Cabin Hire [Portaloo - 2 months] £224.40

J.E.Lake [expenses 2014 - 2015] £ 122.80

B. Welsh £110
Event Ins [Brancaster Day] £112
K.Crompton £180

[b] Any other financial matter

T de W – suggested review of power costs for street lighting

8. .PLANNING

[1] Brancaster:

1. Foundry Cottage – extensive alterations. No objection. Prop N.Linge, sec. T de Winton. Agreed
2. Dormy House, flat 19 – garden door. No objection Prop.N.Linge, sec. T de Winton. Agreed
3. Little Saltings – new application. No objection. Prop. NJ.Linge, sec. T de Winton. Agreed.

[2] Brancaster Staithe:

1. Barrowdale, Orchard Close – demolition and rebuild. No objection. Agreed but with 3 abstentions [C.Borthwick, S.Bocking, C.Cotton]

9. CORRESPONDENCE

1. C.Borthwick – Chairman's proposed management plan - read out by CB. Much discussion ensued. CB was not happy with some of the proposals. See item 10.
2. A149 Speed Limits..Covered by NCClr.Bird in his report. See item
3. En Agency – proposed visit & presentation - agreed as an October agenda item.
4. Westotec - SAMS ready. Norman Raynore to be contacted to arrange a date.
- 5.Homewatch - report on demise of this in parish given by J .Highmoor and M .Spink. They welcomed anyone interested in taking this over. PC Agreed that the end of this service was regrettable and gave vote of thanks to those involved over the years.. A letter of thanks to be sent Also agreed .that any funds remaining to be donated to the E of E Ambulance service.
6. Parish Partnership Scheme – update. New applications invited.
7. NCC Highways – see matters Arising
8. Minute Book – Agreed to purchase a new loose leaf file system with lock. ACTION :Clerk
9. Brancaster Milestones – Mr and Mrs. M. Skillings had taken this on as a project. Agreed that they be thanked for this work. Thanks also would be sent to Alister Borthwick who had done similar work on the Burnham Deepdale end of the parish.

10. PROPOSED WORKING GROUPS

These were read out by the chairman and included a list of 10 groups and reps. After much discussion and exchange of ideas, it was suggested

that this could be made into a process for managing the affairs of the Parish Council.. E .Gould offered to draw this up with the help and advice of the Clerk. It would comprise a list of contacts, asset register, standing orders, finances , communications etc. This was agreed. ACTION: E.Gould and the Clerk.

11. BRANCASTER MARSH COMMON

S.Bocking requested that this be left until the next meeting to allow gathering of further information and preparation of presentation.

12. OTHER ITEMS / FUTURE AGENDAS

C.Cotton FPs 8 & 15 on Branodunum - hedges need cutting back as overhanging paths. Refer to NCC

C.Borthwick 30 mph sign at Cross Lane is obscured by hedge.

Irrigation south of Market Lane caused flooding on lane to school.

S.Bocking – Brancaster village sign needed attention. Three prices to be obtained. ACTION: S. Bocking

G.Bocking – Trees on Broad Lane, especially by Little Tenchleys, needed cutting back. Refer to NCC Highways. T de W to obtain address of owner of Little Tenchleys

13. PUBLIC SESSION

J.Luddington - Broad Lane parking at high tide times. Warning signs needed.

R.Lawton - Chairman's management plans - queried reps on list.

Roadway signs & adverts should be removed after the event.

B.Everitt - NALC regs on chairman's authority.

P.Bickell - Any storage container needs to be insulated.

Remember D of I when setting up management committees.

The meeting closed at 9.45 pm

JEL 29.7.2015

4th August 2015

BRANCASTER PARISH COUNCIL - DRAFT MINUTES 4.8.2015

A Meeting of the Parish Council was held in the Simms Reeve Institute, Brancaster on Tuesday, 4th August, 2015, at 7pm.

This meeting was recorded by Mr.R.Lawton who had placed a notice at the entrance to the hall.

PRESENT

Ms.C.Borthwick, Messrs. J.W.Thompson [chair] N.Linge, C. Cotton. E.Gould, S.Bocking, R.Lowe, S.Oliver and de Winton.

Also, WNBCllr. E.Watson and 15 electors

1. APOLOGIES FOR ABSENCE

G.Bocking, NC Cllr. R.Bird

2. DECLARATIONS OF INTEREST

Members of RWNGC [JWThompson, Edward Gould, Stewart Oliver]

3. MINUTES of last meeting [7.7.15]

Agreed as correct [Prop. N.Linge, sec. C.Cotton.] and signed by chairman.
The new loose leaf system had been adopted.

4. MATTERS ARISING

FP3 - still awaiting definitive map- Refer to NC Cllr. Bird.

Kiters' Group - Map awaited. To be placed on beach car park notice board.

Storage facility for Brancaster playing field -see Finance&Correspondence 5

Flooding at the Harbour - NCC Highways [Sally] to be met on site. Report from S.Bocking and R.Lowe

Footpaths - no further news.

5. RELEVANT REPORTS FROM WNBC AND NCC

WNBCllr. Elizabeth Watson reported on: SNAP meeting; opening of Millennium Centre; holiday home bin service; letter from Mrs.Judge of Choseley Road re nuisance/noise from Powell's Yard visitors [agreed [prop T de Winton] that Cllr Watson take this up with appropriate authority]; LDF and planning [WNBC concerned that not enough houses were being built so situation suspended for now]. Parish Council was against further development unless LDF principles adhered to.

6. REPORTS FROM PARISH REPRESENTATIVES

1. S.Bocking BCMC - queried cost of posts; boundary of Valley Farm; DEFRA payments. SB suggested an audit by BCMC.

T deWinton said that a map showing boundaries was available from the Land Registry.

2. S.Bocking and R.Lowe. Harbour meeting with Sally Bettinson re flooding. Drains to be unblocked.

3. T de Winton - Opening of Millennium Centre following refurbishments.

4. N.Linge - meeting at Blakeney re.proposed new legislation on Right to Buy. MP Norman Lamb was prepared to represent our area with objections. Prop.NL, sec.TdeW that PC object to this new law, contacting MPs and Housing Minister. Copies to NCC and WNBC who must be involved.

7. FINANCE

Balances Current A/c £ 6641.05 Savings a/c £8846.80

[1] **Invoices for payment.** [Prop. CC Sec.SO] Agreed with 1 abst. [CB]

Shaw & sons £75.99

Lyreco £52.78
DNS Computers £150
M.Townshend £472.50
K.Crompton £450

[2] Any other financial matter

[a] Anglo Scottish Equipment – prices for containers obtained by C.Cotton
New £2220 [incl. vat]

Second hand £1560 [incl. vat]

Prop.CC, sec. EG that a new container be purchased. Agreed.

Vote of thanks to C.Cotton by C.Borthwick.

CC asked for help to prepare the ground. Agreed to make a temporary entrance through the fencing. Agreed [prop CB, sec.??] Agreed to give CC permission to do what was necessary to expedite this.

[b] Brancaster village sign – prices for painting/sealing:

PB £145; M.Tidd £160; T Wrought £150.

Prop. RL sec. SO, that the first estimate [PB] be accepted. Agreed

[c] Powell Artefacts

Prices and plans to hand courtesy of C.Cotton. Agreed these be looked at and discussed at next meeting. Fleur Developments to be contacted by T de W.

[d] Barrow Common seats. BCMC to be asked to maintain these but they would be included on Asset Register. Prop. CC sec. SO and agreed.

[e] RWNGC sign at entrance to marsh. Prop. T deW, and sec. CC that the original wording be restored. Agreed with one against [JWT]

[f] New marsh track south of Links

This had not been made as originally agreed. See correspondence 10. Prop. C.Borthwick, sec. T.de Winton, tht RWNGC be contacted asking if they had had agreement with all parties on this.

Prop. JWThompson, sec. T de Winton, and agreed, with two abstentions [S.Oliver and JWThompson] that this matter be overseen by the two representatives, Celia and Stephen.

8. PLANNING

[1] Brancaster:

a. Coach House, Manor Farm – to remove occupancy restriction – no obj.

b. Lyttlerams, 6 Branodunum – first floor extension – no obj.

[2] Brancaster Staithe:

a. Steinvora, Main Road – rear conservatory – No objections

b. Cocklebox, Main Road – demolition and rebuild. No objections.

9. CORRESPONDENCE

1. EGould – management plans. Agenda item.

2. Tennis Week info for circulation.

3. Mrs.Fullerlove – broken shrub on village green. ACTION: CC

4. Mrs.Judge – noise & disruption from Powell's Yard. Passed to WNBCLlr Watson.

5. Prices for containers – see Finance

6. Mrs.M.Skillings– milestones info.

7. Powell artefacts – prices to hand. Deferred.

8. Brancaster Day – letter from Mrs.Brooksbank read out.

9. Barrow Common- public seats

10. RWNGC – footpath sign to beach

10. MANAGEMENT PROCESS

Mr. E. Gould gave a report which had been circulated.

1. Three proposals were made to be discussed by Working Parties which would bring proposals/discussion documents to PC:

[a] The new shorter suggested Standing Orders should be adopted with amendments/additions to suit Brancaster Parish Council.

[b] Finance and Budget projection/ Reserves policy.

[c] Assets - to be reviewed with routine maintenance agreed.

EG suggested "A Rhythm of Business" should be established for next year with a list of suggested work/projects under three headings:

[a] Must have (to include maintenance of assets)

[b] Nice to have

[c] Wish List

"Communications" should be included as a Working Party. This was supported by S.Oliver and C.Cotton.

A spend [urgent] of up to £100 will not need full Council approval. At Clerk's discretion. Clerk to inform PC of any such decisions.

The above suggestions were accepted and agreed unanimously. Prop E.Gould and seconded by S.Oliver.

2. SUGGESTED WORKING PARTIES - MEMBERS

[a] Standing orders - S.Oliver, E.Gould, J. Thompson, S.Bocking.

[b] Financial S.O. - C.Borthwick, T de Winton, A.Law, J.Thompson.

[c] Assets - C.Borthwick, C.Cotton.

Regarding communications - Emails to be answered unless for information only [FYI]

The Clerk to be on all committees and to co-ordinate any necessary meetings.

Please note that NO VOTE was taken on 2 above as further consultation needed.

11. STANDING ORDERS - REVISION

See above.

12. PARISH COUNCIL ARCHIVES STORAGE

Agreed [prop. EG, sec. SB] that some of the old Minute Books be placed in NCC Record Office. ACTION: Clerk and SB

13. BRANCASTER MARSH COMMON

Deferred

14. OTHER ITEMS / FUTURE AGENDAS

CC Fences and gates on marsh common - prices for restoration needed if not already in hand.

CB School wig wag signs still operating in school holiday. NCC to be told.

SB FP3 map; locked gate at seven edges. EA to be contacted.

15. PUBLIC SESSION

CCotton. Allowing the members of the public to speak without interruption or being cut short. They must have their say.

Chairman advised a letter of complaint to the Clerk if a previous complaint not resolved.

G.Bottom. Parking near Jolly Sailors corner is very dangerous. Visibility is impeded. Also, paths on Barrow Common are overgrown especially FP19 in the SW corner.

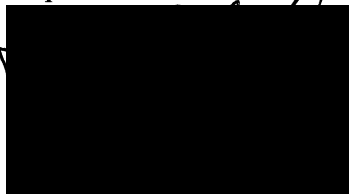
A. Townshend. Millstone and metal ring on Brancaster village green. Village sign must be treated with the right material.

J.Luddington. Path Cross Lane/SR Institute. Overgrown hedge. M.Townshend to be contacted.

R.Lawton. Archives; FP3; Choseley Road..

The meeting closed at 9.45 pm

JEL 24 8. 2015



1/9/2015

BRANCASTER PARISH COUNCIL

DRAFT MINUTES 1.9.2015

A Meeting of the Parish Council was held in the Simms Reeve Institute, Brancaster on Tuesday, 1st. September, 2015, at 7pm.

PRESENT

Ms.C.Borthwick, Messrs. N.Linge, G.Bocking C.Cotton. E.Gould, S.Bocking, S.Oliver, R.Lowe, T de Winton[chair]. Also, WNBCllr. E.Watson.

Also present were 12 electors

1.APOLOGIES FOR ABSENCE

J.W.Thompson

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3. MINUTES of last meeting [4.8.15]

Agreed as correct. [Prop. S.Oliver sec R.Lowe] and signed by chairman.

4.. MATTERS ARISING

[a] Kites Group map now available and circulated. Also, A map was positioned at beach entrance.

[b] FP3 - Awaiting NCC definitive map showing path to be on top of bank. NCC to be asked again.

[c] Flooding at the Hard - in hand by NCC [drainage problem]

[d] Proposed new legislation on Right to Buy. Letter sent to MP. Also to be sent to PM and other organisations..

[e] Brancaster village sign - had now been treated - see Finance.

[f] Powell artefacts - T de W had approached Fleur Developments for a donation towards the installation of these on the village green, Brancaster. Awaiting reply

[g] Broken shrub on green had now been removed. Thanks received from Mrs. Fullerlove.

[h] Noise from Powell's Yard - see under Reports.

[i] Brancaster Day - letter of thanks from Mrs.Brooksbanks.

[j] Management Process - see item 10

[k] Assets Register - original list and prices to be looked at again.

[l] Locked gate at Seven Edges - Question for En. Agency visit in October

5. RELEVANT REPORTS FROM WNBC AND NCC

NCCllr. R.,Bird not present.

WNBCllr. Elizabeth Watson gave updates on the following:

Neighbourhood Plan- agenda item for October

Mrs.Judge and disruption from Powell's Yard: Mrs.Judge had been given record sheets by WNBC to detail further disruption.

Dates of future SNAP meetings:

Weeks beginning: 14th. September, 16th. November; 18th January, 14th. March.

Date of follow up Tennis Week meeting not yet fixed.

Ms.C.Borthwick requested that R.Seppings be invited to any meetings on NP.

6. REPORTS FROM PARISH REPRESENTATIVES

R.Lowe: Kites Group. See Matters Arising

S.Bocking: New Marsh Track south of links. Emergency meeting had been held with RWNGC. SB queried accuracy of subsequent SHDCRH Minutes as he had not been designated Project Manager. Matter now resolved following apologies from RWNGC. A further meeting to be held in 6 months time with Chairman and Vice Chairman of RWNGC present.. T de W thanked G.Parry for his valuable input.

The marsh road sign would be resolved shortly.

Tennis week had been quiet this year and police had been very helpful.

S.Bocking: BFC Report.

At this point it was agreed that all committees with PC reps should provide minutes for the Parish Council.

S.Bocking/R.Lowe Access to Beach Road from boardwalk. Road at this point was dangerous to cross. Agreed this should be an agenda item at a later date [prop SO, sec. CC]. Parish Council to produce a plan and consult Sally Bettinson.

R.Lowe - A149 road flooding by John Snelling's business.

At this point it was agreed that a list of highways problems be made for the attention of Sally Bettinson of NCC. who would be asked to meet with the PC.

7. FINANCE

[a] Invoices for payment. Prop. N.Linge Sec. C.Cotton and agreed:

Shaw & Sons £15.20

Lyreco £53.34

Hartop Farms £480

P.Bickell £145

Mazars - Audit Fee £270

It was also agreed to pay for hire of SR Ins. For 6 meetings [April - September] £144 [6 meetings @ £24]

[b] Receipts

NCC refund on SAMS £3385.50

8. PLANNING

[1] Brancaster:

10 Roman Way: single storey rear extension - no objection. Agreed [Prop NL, sec. CC]

[2] Brancaster Staithe:

Appletrees, Orchard Close: extension. No Objection. Agreed [prop.NL, sec. CC]

Staithe House -: conversion of existing barn. No objection. Agreed [prop NL. Sec. CC]

9. CORRESPONDENCE

1. V.Carpenter - Choseley Road. NL spoke on verges problem. NCC will not trim verges. Refer to Sally B. Re the resident on Choseley Road - PC looking after her interests. CC stated that there is now a second caravan parked in Choseley Road. Agreed this is a highways/landowner matter.

2. NT/BFC/BCC Minutes

3. Mazars - notice of conclusion of audit and certificate.

4. M.Skillings - milestones expenses. Request for reimbursement of these. Agreed to make a donation. [prop. NL, sec. CC]

5. V.Saunders - loose dogs on beach - to be passed to Keith Miller of NT.

6. Natural England - proposed coastal path. Agreed to await further information.

7. Neighbourhood Plan - update.

8. WNBC - LDP update. More land had to be found. WNBC not agreeable but having another look.

9. Mr and Mrs. Mitchell - thanks for storage container on field.

10. NCC - CL 65 - correction to entry. G.Parry spoke on this.

11. G.Bottom - Jolly Sailors Inn parking problems. FP19 overgrown. Bus stop at Burnham Deepdale not marked on A149; Refer to Sally B. Cllr.E.Watson advised parishioners to report illegal parking to the police. C.Cotton stated the case for double yellow lines in problem areas. Owner of Jolly Sailors to be involved in any discussions.

10. MANAGEMENT PLANS

Following discussion and revision the following groups were finalised Prop. E.Gould, sec. C.Cotton and unan. agreed:-

1. Standing Orders - S.Oliver, E.Gould, J.Thompson, S.Bocking.

2. Finance Sub Committee - C.Borthwick, T de Winton, A.Law, R.Lowe.

3. Assets - C.Borthwick, C.Cotton, G.Bocking

E.J.Gould spoke stressing need for more information on the PC website i.e. refuse bin collection dates etc. Communications policy to be reviewed in December.

11. OTHER ITEMS/FUTURE AGENDAS

CB: NCC Norfolk Rangers not doing jobs needed. Refer to Sally B.

6/10/15

Small model aircraft being flown in area - raise at BCC meeting;
CC: dogs on playing field - double barrier gates needed at north end;
CC: Decisions being made out of council
T de W: Container on field & contents must be managed. CC has a key. Clerk stated that container insured on PC policy but contents must be valued and added to insurance.

12. PUBLIC SESSION

GB Parking by JS inn; requested an agenda item and PC support.
Val C - speeding through village. Tree roots on paths.
Review of parking needed. Refer to SALLY
Norman - update on SAMS installation.
Robert Lawton - parking problems by Jolly Sailors Inn.
Drones/model aircraft on marsh
Old minutes books - can these be put on microfilm at RO. Agreed that the earlier minute books i.e. up to 1950 be deposited at NRO who would be asked to microfilm them. The Clerk suggested that before this was done, parishioners could make an appointment at the PC office to inspect any of the old books.
Jos.L Alarms on holiday houses
Dunes protection- tree trimmings needed. Publicity needed on this.
P.Bickell- Allotment rents, Marsh road, Localism Act.
Brian Everitt Minute books; Localism Act; Dec. Of Interest [councillors speaking on items on which interest has been declared] . Width of public roads esp Choseley Road. Should be 30'

The meeting closed at 9.05 pm

JEL 7.9.2015

BRANCASTER PARISH COUNCIL

DRAFT MINUTES 6.10.2015

A Meeting of the Parish Council was held in the village hall Brancaster Staithe on Tuesday, 6th.October, 2015, at 7pm.

PRESENT

Ms.C.Borthwick, Messrs. G.Bocking C.Cotton. E.Gould, , R.Lowe, T de Winton[chair]. Also, WNBCllr. E.Watson.

Also present were 12 electors

1.APOLOGIES FOR ABSENCE

J.W.Thompson., .N.Linge, .S.Oliver, . S.Bocking.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3. MINUTES of last meeting [1.9.15]

Agreed as correct. [Prop. C.Cotton sec. G.Bocking] and signed by chairman.

4. VISIT BY ENVIRONMENT AGENCY

Messrs.T.Jones and M.Philpott of the Environment Agency gave a presentation, with slides, on repairs following the flooding in December 2013. An open session followed.

Regarding the locked gate in Seven Edges Lane it was hoped that an NCC footpaths officer and the EA could meet the Parish Council at some future date.

5.. MATTERS ARISING

[a] Powell artefacts – T de W had this matter in hand.

[b] Management Process – see item 12

[c] Assets Register – In hand by Working Group

[d] Neighbourhood Plan – Agenda Item

[e] NCC Highways matters – Sally Bettinson to visit late October

[f] SAMS machines – In hand by N. Raynore [UPDATE – NOW INSTALLED]

6. RELEVANT REPORTS FROM WNBC AND NCC

NCCllr. R.Bird not present.

WNBCllr. Elizabeth Watson gave updates on the following:

LDP; WNBC flooding leaflets.

7. NEIGHBOURHOOD PLAN

R.Seppings was invited to speak and gave an up to date report. He explained that if a parish had produced a NP then it meant that a levy on new homes could mean money for that parish.

A village referendum would be held in November at which a vote would be taken on whether to accept the recommendations of the WNBC . An independent examiner had suggested alternative wording but the WNBC were not happy with this. The Parish Council now had to decide which version they would accept. Prop. E.Gould sec. C.Borthwick that the Parish Council accept the WNBC wording. Agreed unan. A second proposition by C.Cotton sec. G.Bocking that the plan now be accepted in its entirety was agreed unan.

WNBC would now be informed thus. Thanks were given to R.Seppings and C.Southerland for all their hard work in producing the Brancaster Neighbourhood Plan.

8. REPORTS FROM PARISH REPRESENTATIVES

E.Gould – Robert Smith Trust. Further Trustee required. Minutes dated 2.3.2015 received.

T de Winton – BCC. Minutes of 4th. Sept. received.

9. FINANCE

[a] Invoices for payment. Prop. E.Gould Sec. R.Lowe that the following be paid:

Shaw & Sons £70.80

Lyreco £53.87

Norse £1111.02

M.Townshend £627.50

K.Crompton £180

D.Bracey £90

At this point it was agreed [prop.C.Borthwick, sec.G.Bocking] to have a review of grass cutting in the parish.

Maintenance of Assets- G.Bocking to compile list of requirements. This to include those deemed unsafe – BD bus shelter and notice board; Brancaster pump house supports? Trees on Brancaster village green;

All seats to be checked. and prices obtained. Proposed by CC, sec.EG that permission be given for these jobs to be done asap. without recourse to a further meeting.

10. .PLANNING

Brancaster:

[1]Town Farm – Listed Building Status permission required..

[2] Greyfriars – variation of condition.

Brancaster Staithe:

[1] Staithe House – Listed Building Status permission for barn conversion.

[2] Stranraer, Town Lane– Single storey rear extension

[3] Middlehoe – extensions and alterations

[4] Shell Cottage – amendments to planning permission.

Prop. C.Borthwick, sec. R.Lowe that all above planning applications be approved. Agreed unan.

11. CORRESPONDENCE

1. NCC Highways – Sally Bettinson to visit on 27th or 29th.October. To be confirmed. Meet at Brancaster church with C.Borthwick, C.Cotton and R.Lowe.

2. Mrs.T. Southerland – future of Brancaaster Staithe Post Office. Situation explained by B.Southerland. Post Office site may have to change although future assured.

3. WNBC – flood alert leaflets.

4. Docking recycling centre – Docking PC meeting later in month to which Parish Council invited. [UPDATE: Richard Bird to attend Nov meeting]

5. Flooding at Hard – no further action

6. UK PowerNetworks – [1] offer of £800 compensation for broken lamps. Prop E.Gould, sec. C.Cotton that PC accept this offer with reluctance and arrange replacement of 2 lamps. [2] Proposed substation on playing field . Paperwork to be fetched from SJP. Prop.CC, sec. EG that draft contract be reviewed in the light of the letter from UKP. [UPDATE: Clerk pleased to report success in pressing for compensation payment]

7. BSSC – info on plans for replacement building. PC had no objections.

8. BCC Minutes received and circulated. Noted.

9. BCMC – Minutes received and circulated.

10. NT – dogs on beach. Reply to complaint from resident.

11. SR Ins. Minutes received. Noted.

12. WNBC – dog bins now being used by public for general refuse. Clerk to investigate dog bin labels.

13. WNBC – update on criteria for affordable housing. Noted.

12. REPORTS FROM WORKING GROUPS

Reports were given as follows -

1. Finance – T de Winton. Certain payments to be reviewed.

2. Assets - C.Cotton. Some assets were in poor state and a list of priorities must be drawn up. A maintenance programme was needed. EG suggested a Wish List be drawn up.

3. Standing Orders – E.Gould stated that the paperwork produced by JWT would be the basis for discussion.

13. OTHER ITEMS / FUTURE AGENDAS

CB – hedge cutting especially on Cross Lane. Add to Sally's list of jobs.

NCC Parish Partnership Scheme – offering funding for potholes on minor roads. Might to able to repair those in Choseley Road and Cross Lane. Clerk to obtain more info.

14. PUBLIC SESSION

Val C – BD bus shelter should be on better site; in poor state.

Norman – poor state of seats; UK Powernetworks; Public Liability

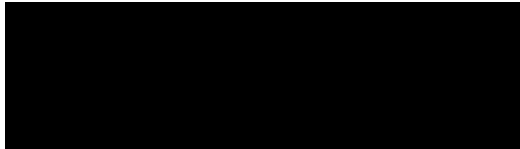
Brian Everitt - Standing Orders

John Snelling – public car park [paid for by PC many years ago] on village green at the hard must be protected whilst BSSC rebuild taking place.. [UPDATE: Assurance from BSSC that no damage would be done]

G.Parry – flood protection for householders.

The meeting closed at 9.55 pm

JEL 24.10.2015



3rd Nov 2015.

BRANCASTER PARISH COUNCIL MINUTES 3.11.2015 [DRAFT]

A Meeting of the Parish Council was held in the village hall Brancaster Staithe on Tuesday, 3rd.November, 2015, at 7pm.

PRESENT

Ms.C.Borthwick, Messrs. JWThompson, G.Bocking C.Cotton. E.Gould, R.Lowe, T de Winton, N.Linge, S.Oliver, S. Bocking.

Also, WNBCllr.E.Watson and NCCllr. R.Bird

Also present were 12 electors

1.APOLOGIES FOR ABSENCE

None

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3. MINUTES of last meeting [6.10.15]

Agreed as correct. [Prop. C.Cotton sec. N.Linge] and signed by chairman.

4. MATTERS ARISING

[a] Powell artefacts – in hand.

[b] Management Process – see agenda

[c] Assets Register – In hand by Working Group

[d] Neighbourhood Plan – Parish Council urged everyone to vote on 18th.November.

[e] NCC Highways matters – Sally Bettinson visited October. Report given by CB. Agreed to leave all matters now to SB.

[f] SAMS machines . now installed thanks to N.Raynore. Report by T.de W. Now a question of moving them around the parish and charging up the batteries.

[g] Foot-path map – still not received. Meeting with NCC footpath officer [Marcia Lee] to be requested.

5. RELEVANT REPORTS FROM WNBC AND NCC

WNBCllr. Elizabeth Watson gave updates on the following: Community representatives needed; “Mayflower” planning application had been called in; LDF being looked again; Docking recycling site had been discussed at recent Docking PC meeting.,

NCCllr.Bird reported on the following:

NCC finances; Docking recycling site not viable.

WNBC clean-up line contact number should be advertised in Parish news and on PC website.

6. REPORTS FROM PARISH REPRESENTATIVES

C.Cotton - BCMC : The committee would look after all the seats on Barrow Common in future [prop. CC, sec. TdeW that this be accepted]

C.Borthwick – BS & D village hall: Ownership of playing field and hall was held in trust for the parish. Copy of Lease requested. C.Southerland to advise.

7. FINANCE

[a] Invoices for payment. Prop. S.Oliver Sec. N.Linge that the following be paid:

DNS Computers £120

K.Crompton £360

Brancaster Christmas Grotto [donation] £100 [see under correspondence]

Agreed that monthly invoices be requested from all suppliers.

8. PLANNING

Brancaster:

1. Mayflower, Butchers Lane- Demolition & rebuild two dwellings - objection

2. Whiteladies, Cross Lane – demolition and rebuild - objection

9. CORRESPONDENCE

1. T.lankester – speed limits bus service.

2. R.Seppings – Neighbourhood Plan update.

3. Mrs.C.Golding – Brancaster Christmas Grotto.

4. UK Power Networks – Draft Lease – Working party to look at this.

5. BSSC – rebuild update. Statement by Jim Crossman. Re parking, their contractors to co-operate; strict marshalling promised in future. PC rep needed to liaise with BSSC. and C.Borthwick agreed to represent Parish Council.

6. Norse Contract – Standard of cutting not acceptable as gang mowers not used as before. As this amounted to a breach of the original agreement, PC will now consider ending the Norse contract [prop. T de Winton, sec. S. Oliver]

7. NCC Parish Partnerships – Agreed to leave for now. prop. J.W. Thompson, sec. S. Oliver with 1 abst [C. Borthwick]

8. Coastal Path – G. Parry spoke on this. Boardwalk and stiles apparently a problem. Full consultations would take place next year.

9. H. Potter – state of parking areas at Brancaster village shop, car park and field. Agreed this was urgent and prices for shingle should be obtained and surface mended as soon as possible. Prop. E. Gould, sec. S. Oliver, that Longwater Gravel and Frimstone to be contacted. Action: C. Cotton

10. REPORTS FROM WORKING GROUPS

Finance – report given by T de Winton. Consultation needed before January.

Assets – report given by C. Borthwick. Urgent repairs to be done [pro; E. Gould, sec. C. Cotton]

Standing Orders – draft needed. Meeting to be held shortly.

Agreed to leave all information until the next meeting

11. OTHER ITEMS / FUTURE AGENDAS

C. Borthwick – marsh track reps [C. Borthwick, S. Bocking] asked for agreement to go ahead on a common sense basis at forthcoming meeting. Agreed.

R. Lawton – trees on Brancaster village green

S. Bocking – letter from NT

12. PUBLIC SESSION

V. Carpenter – highways verges; NP; treatment of councillors at meetings

B. Everitt – Action of councillors and chairman at meeting

R. Lawton – PPScheme

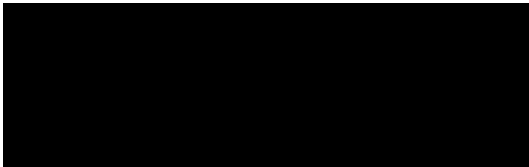
J. Loose – advertising signs on highway in AONB. [Sally to be consulted].

C. Southerland – Christmas tree on village green; local housing

The meeting closed at 10 pm

JEL 24. 11. 2015

Final draft.



BRANCASTER PARISH COUNCIL MINUTES 1.12.2015 [DRAFT]

A Meeting of the Parish Council was held in the village hall Brancaster Staithe on Tuesday, 1st December, 2015, at 7pm.

PRESENT

Ms.C.Borthwick, Messrs. J.W.Thompson [chair], C.Cotton. E.Gould, R.Lowe, T de Winton, N.Linge, S.Oliver, S. Bocking.

Also, WNBCllr.E.Watson

Also present were 12 electors

1.APOLOGIES FOR ABSENCE

G.Bocking. NCClr. R.Bird

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3. MINUTES of last meeting [1.11.15]

Following an amendment agreed as correct. [Prop. C.B sec. TdeW] and signed by chairman.

4. MATTERS ARISING

[a] **Powell artefacts** – in hand.

[b] **Neighbourhood Plan.** R.Seppings gave update upon invitation from chairman. The referendum had been successful and the NP approved with 82% support. It came into force on 30/11/15 and would be relevant until 2026 unless superceded. A sub committee was suggested for the next step.

Prop. JWT, sec. CB that congratulations and a vote of thanks be given to RS and his team for all the hard work on this matter.

[c] **NCC Highways matters** – in hand by SB. CB raised the matter of the Dormy House hedge. [See Correspondence 4.]

[f] **SAMS machines now working.** NR to be contacted about the battery charging and relocating the signs on a rota basis..

Planning – “Mayflower” had been called in

Docking recycling centre to close on 1st. January 2016.

BS&S village hall lease now with T de W. Circulated.

UKPN draft lease. Concerns had been raised by SJP solicitors. Agreed to request a full site meeting with UKP [prop. EG sec. CC]

NCC footpath map – see Correspondence 2. To be a future agenda item.

BSSC rebuild – in hand. Parking problems resolved.

Norse Contract – now resolved. Free cut had been done by Norse recently and improved cutting promised in future with gangmowers.

BS Playing field/shop car park. – Now resurfaced with gravel. Thanks due to all involved.

Marsh Track. Update by CB. All in hand.

Brancaster village green Christmas tree – arriving next week [courtesy of Fleur Dev.]

5. RELEVANT REPORTS FROM WNBC AND NCC

WNBCllr. Elizabeth Watson gave updates on the following: LDF ongoing; congratulations to all on Brancaster NP; Arts Centre barns at KL to be developed also Hunstanton Esplanade Gardens; Leaders Programme for small businesses; Devolution for Norfolk and Suffolk.

Questions from [1] NL on WNBC car park regime & car reg. Numbers; [2] CB on rubbish collection leaflet regime not adequate.

6. REPORTS FROM PARISH REPRESENTATIVES

Car park meeting – NL and CB. Parish share to be £18,500. CB queried cost of toilet cleaning. Minutes and accounts to come – to be circulated. Guidance for the 2 PC reps to be given before the next car park meeting in February.

BFC - T de W. Minutes to come.

Coastal Forum at Wells SB.

Sea Defences- NL. Report given by C.Southerland. Dunes growing and monitoring taking place by 14th. hole of links.

CB asked if old Christmas trees still needed for dunes protection. G.Playford [RWNGC groundsman] to be asked about this.

SR Ins. JWT. Open evening on 29th. December. See Correspondence.

All Minutes to come.

5/1/15

7. FINANCE

Balances: Current a/c £18,655.95 Savings a/c £8,847.90. [car park income received]

Invoices for payment. Prop. E.Gould, Sec. C.Borthwick that the following be paid:

Longwater Gravel £700.67

Carter Cabin Hire £422.40

M.Townshend £120

Lyreco £72.50

S.Davidson £ 397.00

8. PLANNING

Brancaster:

1. 11 Roman Way – proposed oak framed porch. No Objection
2. Manor farm Barns – new access and wall. No objection

9. CORRESPONDENCE

1. **JWT/TdeW** – Standing Orders

2. **NCC Definitive Map** – now to hand. To be checked for errors/omissions

3. **R.Seppings** – NP update given by R.Seppings upon invitation from Chairman. See MA.

4. **Mr.Boorman, Dormy House** – queried NCC request for hedges to be trimmed back.

5. **RWNGC** – damaged fencing at east end of car park.

6. **J.Herculson** – boats on BS village green. T de W stated that boats were left at the HM's discretion.

ACTION: T de W, RL and CC. To investigate situation and deal with it as appropriate. Prop.TdeW sec.CB and agreed.

7. **A.Law** – reserves policy and Clerk's Contract of Employment. Mr Law suggested a review of the Clerk's contract which was out of date and also agree a reserves Policy to cover the future budget. Financial Standing Orders were needed and would be drawn up.

8. **J.Butterwick** – Development /Renovation of SR Institute. Letter read out by chairman. A public meeting to be held on 29th. December to which residents all invited.

10. STANDING ORDERS

See correspondence 1. Much work already done and it was agreed to leave until February meeting. EG suggested at this point that PC meetings be held earlier than 7pm. with public session earlier on agendas e.g. 10 minutes after Minutes and again at the end of a meeting.

The Chairman suggested an item named Urgent Business could be included in future. Clerk to check if this would be lawful.

TdeW suggested Ebanking.

Clerk to produce a Model Risk Assessment.

Size of Quorum to be clarified. Chairman to produce a further draft copy of Standing Orders and circulate it to all members. Hard copies to be made for NL and CB.

11. REPORTS FROM WORKING GROUPS

Assets – CB reported this in hand. Many repairs now completed. Wall by Butchers Drove needed repair. CC to produce a list of assets repairs.

Finance – TdeW reported, suggesting the Precept be increased next year to 55p. for Band D. There was some opposition to a large increase., A good budget was needed. Agenda item for January 2016.

12. OTHER ITEMS / FUTURE AGENDAS

None

13. PUBLIC SESSION

G.Bottom Thanks to all for Barrow Common tidy up.

P.Bickell Car park income [query expenses] Agreed to leave it to the two PC reps.

V.Carpenter Milestones - Those involved had been thanked.

Conifers by little Tenchleys –in hand by NCC [SB]

Broad Lane verge - encroachment by householders. ??

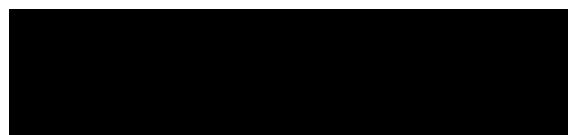
R.Lawton Boats on BS village green – always used to be a notice advising date for removing boats etc. In hand by HM

Length of meetings and public session.

G.Parry requested clearer information at meetings on items ??

The meeting closed at 9 pm

JEL 14 12 2015



1
5th Dec 2015,

BRANCASTER PARISH COUNCIL

MINUTES 5.1.2016 [DRAFT]

A Meeting of the Parish Council was held in the village hall Brancaster Staithe on Tuesday, 5th January, 2016, at 7pm.

PRESENT

Ms.C.Borthwick, Messrs. JWThompson [chair] , C.Cotton. E.Gould, R.Lowe, T de Winton, N.Linge,S.Oliver, S. Bocking, G.Bocking
Also, WNBCllr.E.Watson and 14 electors.

1.APOLOGIES FOR ABSENCE

NCCllr. R.Bird, Mr.N.Raynore

2. DECLARATIONS OF INTEREST

Declarations - Book signed by E.G and S.O

3. MINUTES of last meeting [1.12.15]

Agreed as correct. [Prop. C.C sec. S.O] and signed by chairman.

4. MATTERS ARISING

[a] **Powell artefacts** - T de W reported that a framework had been made by Able Engineering for the millstone [see Finance].

[b] **NCC Highways matters** - in hand by SB. Problem of Little Tenchleys hedges to be chased up.

[c] **SAMS machines** now working. NR to be contacted about the battery charging and relocating the signs on a rota basis..

[d] **BS&S village hall lease** - Circulated.

[e] **UKPN draft lease**. Agreed to request a full site meeting with UKP [prop. EG sec. CC]

[f] **NCC footpath map** - to be a future agenda item.

[g] **BSSC rebuild** - in hand by CB who gave a report.

[h] **SRIns**. Report given by JWT

[i] **Standing Orders** - Agenda item.

[j] **BS village green** - It was agreed to restore the boat parking sign and get trees trimmed.

5. RELEVANT REPORTS FROM WNBC AND NCC

NCCllr. R.Bird not present.

WNBCllr. Elizabeth Watson gave a report on the current WNBC housing and letting policy which was causing concern.. Agreed to ask Hastoe to attend a PC meeting.

6. REPORTS FROM PARISH REPRESENTATIVES

BCMC - CC: Dr. Woodsend seat had been mended by SB; a clean-up had taken place; NY Day walk planned.

CB Two trees down on Common.

BEACH CAR PARK COMMITTEE - **CB**: Beach car park accounts. Agenda item for February.

Bell's Charity **SO**: Rev. Bell's memorial stone to be repaired.

BCSC - **EG**: Report.

7. FINANCE

Balances: Current a/c £18,655.95 Savings a/c £8,847.90

[a] Invoices for payment. Prop. CC, Sec. EG that the following be paid:

Newey & Eyre £40.80

Shaun's services £95

Able Eng. £714

Milestone Society £100 donation - [prop. CC sec.T deW]

[b] **Precept 2016 & Budget**. T de Winton presented the Parish Council's last three years accounts in cashflow format to the meeting describing the Income and Expenditure. He also presented the current year's financial position with budget figures for the rest of the year. A healthy debate followed and questions were asked by both Parish Councillors and electors.

After much consideration it was decided by the Parish Council under a named vote to set the Parish Precept at £14,000 for the year ended March 2017. This was agreed and would be accompanied by a programme of capital Expenditure [development plan] to be agreed at a later date. prop. T de W Sec. EG. Voting: 6 for and 4 against [CB, CC,SB,SO]

[c] **Financial Standing Orders**. In hand.

[d] **Donation to Milestone Society**. Prop.CC sec. T de W that £100 be donated. Agreed.

8. PLANNING

Brancaster:

1. **Kingfishers, Cross Lane**. Letter of objection from Mr. Bryant. See Corres. 4. Prop.CC sec. TdeW that objection be made. Agreed with one abstention [EG]

2. St.Mary's House - no obj
3. Manor farm - no obj
4. The Coach House - no obj

Brancaster Staithe

1. Sailaway, Harbour Way - no obj

9. CORRESPONDENCE

1. Planning info - noted.
2. Milestone Society - See Finance.
3. P.Claydon - newsletters
4. P.Bryant - re. Kingfishers application.
5. Council housing allocations.
6. National Trail leaflet.
7. Stanhoe parish council - Federation of parish councils. Agreed to support this.

10. STANDING ORDERS

Agenda item for February.

11. REPORTS FROM WORKING GROUPS

Assets - All in hand.

12. OTHER ITEMS / FUTURE AGENDAS

Clerk - car park passes reminder.

13. PUBLIC SESSION

P.Bickell. Not happy with financial debate; public funds should not be stored.

C.Southerland. FP9 repair needs parish council support. NCC to be told.

G.Bottom. Marsh track sign not yet done. Barrow Common Maintenance.

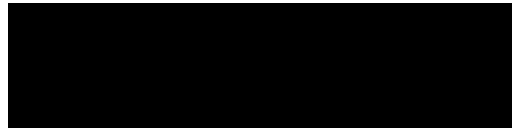
R.Lawton. State of public footpaths and wheel house yard. [CB - footpaths/public rights of way were all in hand. CB and CC to meet Sally Bettinson in February]

V.Carpenter. State of paths, some dangerous; FP3; Coastal Trail. See above.

G.Parry. suggested obtaining project planning software.

The meeting closed at 9.15 pm

JEL 18.1.2016



2 Feb 2016.

BRANCASTER PARISH COUNCIL MINUTES 2.2.2016 [DRAFT]

A Meeting of the Parish Council was held in the village hall Brancaster Staithe on Tuesday, 2nd February, 2016, at 7pm.

This meeting was being recorded by R.Lawton

PRESENT

Ms.C.Borthwick, Messrs. J.W.Thompson [chair] , C.Cotton. E.Gould, R.Lowe, T de Winton, N.Linge, S.Oliver, S. Bocking, G.Bocking

Also, WNBCllr.E.Watson and 14 electors.

1.APOLOGIES FOR ABSENCE

Councillors E.Gould and S.Bocking [both away]; NCCllr. R.Bird,

2. DECLARATIONS OF INTEREST

None

3. MINUTES of last meeting [5.1.16]

Agreed as correct. [Prop S.O, sec. NL] and signed by chairman.

4. MATTERS ARISING

[a] **Powell artefacts** – update by T de Winton

[b] **NCC Highways matters** – report by B. Sally B to visit in February. Paths to be looked at especially.

[c] **SAMS machines** now placed in new positions in parish by NR. and working well.

[d] **BS&S village hall lease** – Circulated.

[e] **UKPN draft lease.** Report on site meeting with UKP by JWT. New draft lease received and circulated. Also passed to solicitors DSJP for comment. Clerk negotiating for better rental [£200 had been offered which was not considered enough].

[f] **NCC footpath map** – to be a future agenda item.

[g] **BSSC rebuild** – in hand by C.Borthwick who gave a report.

[h] Clerk reported two broken lamps now replaced. £800 compensation due from UKP.

[i] **Standing Orders** – Agenda item.

[j] **BS village green** – It was agreed to restore the boat parking signs and get trees trimmed. Wording of new signs now agreed and Mr. Signs to be asked to make two permanent signs for placing on BS village green. Trees to be trimmed back by R. Lowe and C.Cotton.

[k] **Asset Register** – Report by C.Borthwick. Almost finished as much work done

[l] **Trees on Barrow Common** [on road and NW corner] – in hand

[m] **Kingfishers planning application** – T de W to speak at the planning committee meeting on 6th February. [Planning permission subsequently granted by WNBC]

[n] **Car park pass regime** – In hand by Clerk, C.Southerland and S. Oliver.

[o] **Marsh Track** – not yet done [old sign gone] . Meeting to be held at RWNGC on 25th February.

5. RELEVANT REPORTS FROM WNBC AND NCC

NCCllr. R.Bird not present.

WNBCllr. Elizabeth Watson reported thus:

Hastoe rep to attend March PC meeting; CIL may mean a 25% levy of the Community Infrastructure on new builds and an average sum of £600 per build for parish improvement. However, this would not happen until the end of the year when rates would be decided; devolution may not happen; Flood Risk warning system – Dave Robinson to visit.

6. REPORTS FROM PARISH REPRESENTATIVES

BCMC – S.Bocking not present.

BS& D village hall – report by CB. All in hand.

BFC – T de W not able to attend next meeting on 11th Feb. Agreed that S.Oliver attend as substitute on this occasion.

BCSC – E.Gould not present.

7. FINANCE

Balances: Current a/c £18,365.76 Savings a/c £8,849.00

[a] Invoices for payment. Prop. RL, Sec. CC that the following be paid:

WNBC [election 2015] ££1337.79

K.Ransome ££"40.80

J.E..Lake [expenses June to Dec. 2015] £154.00

N.Raynore [SAMS bolts] £75.98

Lyreco £52.74

BS&D village hall [7 meetings] £122.50



R.Smalls [hedgcutting] £200

[b] quotes for jobs:

Posts for Pumphouse. Agreed to leave with CC to arrange. Whole building must be made safe asap.

[c] Beach car park accounts

Agreed that 2 reps [C.Borthwick and G.Bocking] attend the next meeting. There did not seem to be an original agreement on division of profits except in various Minutes, details of which were available in PC Minute Book. NL gave a brief history of the matter. SO asked why there was a query now.

Agreed [prop. C.Borthwick, sec. T de W] that further information and paperwork be sought. Voting: 6 in favour, with 2 abstentions [NL and JTW]

[d] Financial Standing Orders. Deferred.

8. PLANNING

Brancaster:

1. 4 Anchorage View – extensions. Objection
2. Scuppers [White Ladies] – demolition & rebuild. Objections.
3. Salcombe – demolition & rebuild. Objections.

Brancaster Staithe

1. Fleur Dev. The Old Orchard; non material amendment. No objections.

9. RWNGC 1902 AGREEMENT

T de W explained his reason for this being on the agenda. We need to understand all these old agreements. Further information to be sought from RWNGC including any amendments since 1902. CB queried D of I of RWNGC members. Clerk to get a definitive ruling from the Monitoring Officer at WNBC. Prop. T de W, sec. R.Lowe and agreed.

At this point, it was agreed [prop. T de W, sec. NL] that C.Cotton would deputise for S.Bocking at the next Marsh Track meeting.

10. CORRESPONDENCE

1. T de W – bus shelters in parish. Suggests item for parish projects.
2. Planning objection – 4 anchorage view. Noted
3. UKPN updated draft lease [following site meeting]
4. WNBC planning meeting 6th. February [attendee T de W]
5. S.Oliver – RWNGC - Queried need to discuss old agreements.
6. J.Highmoor – FP9. PC to continue to press for repairs from NCC. [future Agenda item]
7. Leo Hambro – planning app. Salcombe. Noted
8. HM Queen's 90th birthday celebrations

11. STANDING ORDERS

Deferred. [Working Group to meet in March]

12. REPORTS FROM WORKING GROUPS

Assets – All in hand.

13. OTHER ITEMS / FUTURE AGENDAS

R.Lowe – Coastal path plan re. Junction Beach Road/ Seven Edges. Mr Signs may be able to make a footpath to beach sign at Seven Edges.

C.Borthwick - Deepdale Pumping Station in poor state with broken gate. Anglian Water to be contacted.

S.Oliver - Suggested notice in PN asking for ideas for Parish Projects.

14. PUBLIC SESSION

VC Dangerous paths

PB Beach car park dimensions and income

R.Lawton [a] Choseley Road is responsibility of NCC but PC paying for cutting back of hedges.

[b] How is the levy on new builds affecting local people. [answer: applies to everyone]

[c] FP9 not up to standard – does not include demolition/rebuild

V.Borthwick request for a football net on BS playing field.

B.Raynore Extra dog bins for beach area – car park committee to be consulted.

The meeting closed at 8.55 pm

JEL 25. 2. 2016

March 1st 2016

BRANCASTER PARISH COUNCIL MINUTES 1.3.2016 [DRAFT]

A Meeting of the Parish Council was held in the village hall Brancaster Staithe on Tuesday, 1st. March 2016, at 7pm.

This meeting was being recorded by R.Lawton

PRESENT

Ms.C.Borthwick, Messrs. J.W.Thompson [chair] , C.Cotton. E, R.Lowe, T de Winton, N.Linge, S.Oliver, G.Bocking

Also, 15 electors and guest Mr. J. Gleeson of Hastoe Housing

1.APOLOGIES FOR ABSENCE

Councillors E.Gould and S.Bocking [both away]; NCCllr. R.Bird, WNBCllr E.Watson

2. DECLARATIONS OF INTEREST

None

3. MINUTES of last meeting [2.2.16]

Agreed as correct [Prop T de Winton, sec. C.Cotton] and signed by chairman.

4. LOCAL HOUSING - VISIT BY J. GLEESON OF HASTOE HOUSING

Upon invitation, J.Gleeson gave a presentation on the current situation regarding letting of local housing. The qualifying criteria was now set by WNBC. Three main problems with the system were revealed and it would need a very strong approach to the WNBC to get them to act on : 1. The definition of Local Persons 2. The levels of rents and earnings. 3. The Greatest Need criteria.

Much discussion followed and questions asked. Generally felt that WNBC should be questioned and asked to change the criteria for the coastal areas. The Right to Buy in this area was raised and Mrs. C.Golding spoke eloquently on this matter, stating whom to contact at WNBC. Also discussed was the level of rents here and local people having difficulty in even getting on the waiting lists.

Mr.Gleeson promised to report back to his Association and his support for the feelings and opinions of the meeting.

Mr. Gleeson was thanked by the chairman and left the meeting at 7.55 pm.

5. MATTERS ARISING

[a] **Beach car park accounts.** CB queried as to why she had not been sent an agenda of that meeting. NL had attended, GB could not attend so she should have done so. After discussion, it was agreed that in future all three reps. should be sent an agenda to avoid confusion and would liaise with each other re future meetings.

[b] **Powell artefacts** - update by T de Winton

[c] **NCC Highways matters** - meeting with SB. Report by CB and CC. that all items had now been attended to.

[d] **Suggested projects** - Brancaster Staithe playing field.

[e] **UKPN draft lease.** Nothing to report

[f] **NCC footpath map** - to be a future agenda item.

[g] **Standing Orders** - Agenda item.

[h] **BS village green** - Signs ordered from Mr. Signs.

Trees trimmed back by R. Lowe and C.Cotton.

[i] **Asset Register** - Working Group met on 22nd. Feb. Much further work to be done to produce a more comprehensive register, with photographs.

[j] **Kingfishers planning application** - T de W to speak at the planning committee meeting on 6th. February. [Planning permission subsequently granted by WNBC]

In view of this decision, it was agreed that the parish Neighbourhood Plan must be amended to include extensions and alterations to existing properties. Use of building materials, such as cladding, must also be included. [prop T de W, sec. CB]. A Parish Council could make amendments but had to go through the whole process again with agreement from the WNBC and a referendum.

[k] **Deepdale pumping station** - work now being done by AW.

[l] **Car park pass regime** - In hand by Clerk, C.Southerland and S. Oliver. CB also.

[m] **Marsh Track** - report by CB. Missing sign now restored at beginning of track.

[n] **1902 agreement** -RWNGC had promised further information.

[o] **HM queen's birthday** - clerk suggested medals for all school children in parish. Clerk was happy to make a personal contribution. Agreed unan.

[p] **Brancaster old pumphouse repairs** - report by CC. further prices to be obtained.

6. RELEVANT REPORTS FROM WNBC AND NCC

NCCllr. R.Bird not present.
WNBCllr. Elizabeth Watson not present.

7. REPORTS FROM PARISH REPRESENTATIVES

BS& D village hall – report by CB. All in hand.
BFC – report given by SO. Minutes to come.
Beach car park – report by NL. See under MA
NCC Highways meeting – see under MA

8. FINANCE

Balances: Current a/c £18,365.76 Savings a/c £8,849.00
[Updated 3.3.16: current a/c £11,999.54, saver £13,849.00] *
[a] Invoices for payment. Prop. SO, Sec. CC that the following be paid:
Carter cabin hire £51.60
WNBC [dog bin service] £715.18
Westcotec £948
Lyreco £36
Designs for artefacts £200

At this point, CB proposed that some cash now be transferred to the savings a/c. Agreed.
[Subsequently, Clerk/RFO had arranged this. See above] *

9. PLANNING

Brancaster:

[1] Dorosal, Marsh Side – variation. Following explanation by owner, who was present, there was no objection. [prop. T de W, sec. CB]
[2] Mayflower, Butchers Lane – one dwelling rebuild. No objection but PC wished the old wall to be preserved as much as possible. Prop. CC, sec. SO and agreed.

Brancaster Staith

1. Fleur Dev. The Old Orchard; non material amendment. No objections.
2. Staithe House – removal of holly hedge to build brick wall. Objection [prop. CB, sec. CC.] Carried by 5 votes to 3.

10. CORRESPONDENCE

1 J.Luddington – Brancaster Day 6th. August - on playing field. Agreed. PC to pay insurance as before.
2. WNBC – complaint re. dog bins at beach being used for general rubbish. Referred to NT. T de W to raise this matter at the forthcoming BCC meeting. Agreed [prop. CB, sec. T de W]
3. Beach car park committee 18.2.16. See Matters Arising.
4. Dog mess on beach – NT reply. See above.
5. St. Mary's, Burnham Deepdale – request for donation [April meeting].

11. REPORTS FROM WORKING GROUPS

Standing Orders – deferred until WG meeting in March.

Assets – All in hand. Much work done and more comprehensive list to be made possibly with photographs.

12. OTHER ITEMS / FUTURE AGENDAS

C.Cotton- queried Manor Farm proposed entrance in old wall. [This had been approved]

S.Oliver - Put notice in April and May Parish News about special Projects

T de Winton - Suggested copies of PN in shops, churches and Deepdale Information.

C.Borthwick – Footpaths [Footpath map and FP9] on next agenda.

PUBLIC SESSION

1. Proposed development of field to south of The Close in BS [LDP]
2. P.Bickell – 1902 Agreement; car park income share-out.
3. M. Southerland - Parking at forthcoming Spring Market, Burnham Deepdale. [It was reported that this was in hand]
4. R.Lawton – dog licenses should be re-introduced
5. G. Parry - Play equipment for BS& D playing field.
6. Car parking space for Brentwood as a Parish Project.

The meeting closed at 9.15 pm

C/4/16

BRANCASTER PARISH COUNCIL MINUTES 5.4.2016 [DRAFT]

A Meeting of the Parish Council was held in the Simms Reeve Institute, Brancaster, on Tuesday, 5th April, 2016, at 7.30pm. following the APM

This meeting was being recorded by R.Lawton

PRESENT

Ms.C.Borthwick, Messrs. T de Winton, N.Linge, C.Cotton, R.Lowe, E.Gould, G.Bocking, S.Bocking. Also, 12 electors, WNBCllr. E.Watson and guest Mr. N.Bullock.

Mr. T de Winton took the chair in the absence of Mr.J.W.Thompson.

1.APOLOGIES FOR ABSENCE

Councillors J.Thompson and S.Oliver. Also NCCllr R.Bird.

2. DECLARATIONS OF INTEREST

None

3. MINUTES of last meeting [1.3.16]

Agreed as correct. [prop. C.Cotton, sec. GB] and signed by chairman.

4. MATTERS ARISING

[a] **Powell artefacts** – update by T de Winton

[b] **UKPN draft lease** – meeting to be arranged with solicitor at SJP

[c] **NCC footpath map** – to be a future agenda item.

[d] **Neighbourhood Plan [amendments and additions]** – SO to be asked to take this on.

[e] **Dog mess at beach** – Thanks to NT Keith Miller for his help.

[f] **Deepdale pumping station** – work now being done by AW.

[g] **Car park pass regime** –

[h] **HM queen's birthday** – clerk reported medals ordered.

[i] **Brancaster old pumphouse repairs** – report by CC. further prices to be obtained.

5. RELEVANT REPORTS FROM WNBC AND NCC

NCCllr. R.Bird not present.

WNBCllr. Elizabeth Watson reported on the following:

LDF ongoing

CIL – No policy yet; Consultation ongoing.

6. REPORTS FROM PARISH REPRESENTATIVES

BCMC report from CC. Minutes to hand. Complaint from anonymous visitor to be dealt with.

Allotment Society – report by GB. All in order and accounts to hand.

Robert Smith Trust – report by EG. Minutes to hand.

BCC – report by T deWinton.

7. FINANCE

Balances: [Updated 3.3.16: current a/c £11,999.54, saver £13,849.00] *

[a] **Invoices for payment.**

Prop. CB, Sec. RL that the following be paid:

Hartop Farms – allotment rent £480

K.Crompton – 2 visits to parish @ £90 per visit] £180

These visits included all village greens [Brancaster crossroads & Brancaster Staithe harbour area], triangle between villages at memorial tree bottom of green common lane, path from A149 to Cross Lane; verge at Marsh Side/A149. His price had not increased for several years.

Donation to St. Mary's, Burnham Deepdale

Agreed that £1250 be donated. Prop. EG Sec. CB

8. PLANNING

Brancaster: none except TPOs at Laurasfield, Broad Lane and Beechcroft in London Street.

Brancaster Staithe – none

9. PROPOSED DEVELOPMENT IN PARISH – visit by Mr.Bullock

Mr.Bullock was invited to speak and gave the following report on his proposed development at Saw Mill Road:

Proposed number of dwellings now 12 of which 2 would be affordable. Draft plan passed round. A new entrance to be made onto Mill Road. A question and answer session followed during which concerns

were raised. Principally, increased traffic on an already dangerous section of Mill Road approaching the crossroads and parked cars by Powell's cottages. These comments were noted by Mr. Bullock and more consultation would take place. [Subsequently, a letter has been received from Mr. Bullock - to be circulated]

10. CORRESPONDENCE

1. **G. Bottom** - static caravan - advised to regularise the situation.
2. **Robert Smith Trust** - mins circulated.. Noted.
3. **St. Mary's BD** - see Finance
4. **Nick Bullock** - see report of Visit.
5. **Invitation to Twinning ceremony** - GB to attend.
6. **AONB election of PC rep.** T de Winton to look at this.
7. **NALC booklets purchased.**
8. **WNBC - SADMP**
9. **Anglian Water** - Pollution Watch info.
10. **NCC** - validation of planning applications consultation draft.
11. **WNBC - CIL consultation**
12. **Icecream van** - Peter Byrne requested agreement to trade on the Hard. Following discussion, no objections were made and it was proposed by CC, sec. By EG that this be considered. Area was registered Village Green and under the jurisdiction of the Parish Council. Mr. Byrne was advised to apply in writing and a lease would be drawn up. Next agenda.

11. REPORTS FROM WORKING GROUPS/MANAGEMENT PROGRESS

All deferred for further information but all in hand and work ongoing. Risk Assessment to be done.

12. OTHER ITEMS / FUTURE AGENDAS

CB. Sally Bettinson be consulted about speed signs on highways to prevent accidents at specific sites in the parish. To include Mill Road.

SB Dog mess problem on Barrow Common. Who is the complainant? Ask for name and address.
Amount of missed appointments at BM surgery.,

13. PUBLIC SESSION

PB - flood defence funds for camp sites - ratepayers should not be surcharged.

More detail should be included on invoices to Parish Council

RW Hazardous parking on Mill Road

RL - PC advised him that Working Groups were not sub committees.

Clerk - Beach car park passes - requested that due to the number of dubious applications, a brief letter of explanation should be drawn up for sending to such applicants.

The meeting closed at 9 pm

JEL 19.4.2016

3/5/2016