

Minutes of a meeting of Ormesby St Margaret with Scratby Parish Council
Held on Monday 9th July 2018 at the All Saints Parish Hall, Beach Road, Scratby at 7pm

Present: Cllrs. Bigg, Cheetham, Freeman, Hill, Jones, C. Lee, Shrimplin, K. Wendt, and R. Wendt, Borough Cllr. Reynolds, and nine members of the public. **Chair:** Adrian Peck. **Clerk:** Lisa Callow.

To accept apologies for absence (341.07.18): Apologies received and accepted from Cllrs. Gingell, N. Lee and County and Borough Cllr. Hanton. Absent Cllr. Green.

Declarations of interest (342.07.18): Cllr. Bigg – Finance.

Approve minutes of the 14th May 2018 (343.07.18): The minutes having been previously distributed were declared a true record, Cllr. C. Lee proposed two amendments – one relating the spelling of annexe, and the second to confirm the proposer as Cllr. C. Lee under point 333.06.18. The minutes were amended and duly signed by the Chairman. Proposed Cllr. Shrimplin, seconded Cllr. R. Wendt – unanimous.

Public Forum (344.07.18)

County & Borough Cllr. Ron Hanton provided the following report:

This is to alert you to the fact that The Crown Estate has now issued the Invitation To Tender (ITT) for the next marine aggregates licensing round. The last tender round was held in 2016 and this current tender process will run during 2018/19. The frequency of tender processes after 2018/19 will be assessed according to the level of market interest in the 2018 process, and subsequent tender processes are likely to be held at either two or three-year intervals thereafter. Those requesting an ITT will be invited to bid for rights to prospect the seabed in regions under our mineral management and to obtain an option for a production agreement to extract marine aggregate (subject to the terms of a marine licence from the relevant regulator).

The intended high-level timeline for the tender (and when to seek engagement with stakeholders) is as follows:

- Invitation to Tender opens June 2018 – alerting all stakeholders;
- Submission of bids by 31st October 2018 followed by their assessment during November and December;
- Stakeholder engagement end of Jan 2019: at this point the information on site locations and current data held will be collated to produce stakeholder information packs which will be shared in confidence to seek feedback on locations. The feedback received will be consolidated and shared with applicants to better inform them of issues relating to the area being applied for (in advance of any award of rights);
- Habitats Regulations Assessment (HRA): The Crown Estate is a competent authority for the purposes of the Habitats Regulations. On the basis of the number/proximity of tenders received, they will determine the requirement to carry out a plan-level HRA and Appropriate Assessment of the ‘plan’;
- Subject to HRA requirements they will seek to conclude their decision on award of rights by July 2019 and will alert all stakeholders to their decision at this point.

Cllr. Hanton also provided the Clerk with a new ‘scam aware’ leaflet which will be uploaded to the Parish Council website.

Borough Cllr. Charles Reynolds:

Cllr. Reynolds confirmed he’d had a meeting with Council Leader Cllr. Graham Plant regarding Scratby steps and the matter is still ongoing, the Clerk is to produce a letter for local businesses on the Borough Council’s behalf.

He reminded Council members of the meeting on Wednesday 11th July regarding the results of an independent report on the changing coastline of Hemsby. Cllr. Reynolds will also be attending a Borough Council Working Party on Tuesday 10th July discussing the potential coastal fallback.

Police:

<u>Ormesby:</u> Assault x 1	<u>Scratby:</u> Assault x 3
Attempted burglary x 1	Burglary (business) x 1
Public Order x 1	Domestic x 2
Theft (from shop) x 1	Criminal Damage x 2
	Public Order x 3
	Theft from Motor Vehicle x 1

There has been very little crime in Ormesby. Scratby has had a few crimes but they are domestic violence related and occurred at a holiday park. The public order offences are in relation to a neighbour dispute that the police are currently dealing with.

Public:

A parishioner and representative of the Citizens Advice Bureau thanked the Council for the use of the halls to allow the community sessions to take place. They also presented a detailed report on the current state of all play areas and equipment in Ormesby. The Council thanked the Parishioner for the report, the Clerk will forward it onto the Borough Council who are responsible for the upkeep. Two parishioners raised their objections regarding planning application 06/18/0318/F 44 North Road, predominately regarding the lack of maintenance for the drains on Orchard Court and the potential for further flooding should additional houses be added to the development. The Council noted the concerns for further discussion later in the meeting under planning (347.07.18).

Cllr. Reynolds left the meeting.

Matters Arising (345.07.18)

The Clerk provided the following updates:

- The insurance claim for the burst water pipe is ongoing, Zurich have now appointed a loss adjustor who has visited the site;
- Norfolk County Council have confirmed they will be painting one-way white arrows on the road outside the petrol station;
- A funding application for the Coastal Revival Fund has been submitted for the replacement of Scratby steps.

The Chairman confirmed that himself and Cllr. R. Wendt had a productive meeting with the Streetscene Inspector re highway issues. Cllr. K. Wendt informed the Council that the Community Newsletter was now available from July on the website and via email.

Correspondence (346.07.18)

Letter – Norfolk Public Law: Amendment to the tree preservation order re the trees on land at Scratby Road. **Noted.**

Email – NCC: Norfolk Minerals and Waste Local Plan Review Initial Public Consultation. **Noted.**

Email – Coastal Partnership East: Invitation re Hemsby's changing coastline presentation. **Cllrs. K. Wendt and R. Wendt to attend.**

Email – Cllr. Eyre: Letter of resignation. **Accepted.**

Email x 3 – Parishioners: Requesting their contact details be removed from the Community Newsletter. **Noted.**

Email – PC D. Potter of Norfolk Constabulary – Notification of change of date and location for the next SNAP meeting now to be held on 19th July 2018, 7pm at Bloaters Bar, Sandown Road, Great Yarmouth. **Noted.**

All other general correspondence and newsletters forwarded to Council members via email or hardcopy.

Planning (347.07.18)

Notification of Decisions from Great Yarmouth Borough Council:

06/18/0213/F: 30 Yarmouth Road - Proposed annexe accommodation. **Approved.**

06/18/0284/F: 3 Decoy Road - Proposed front infill extension, removal of gable roof feature and refenestration. **Approved.**

Parish Council Comments on Applications received by Great Yarmouth Borough Council:

06/18/0303/F: California Amusements, 104 California Road - Variation of condition 2 of planning permission 06/17/0428/F – amendments to approved plan including design and layout. **No comment.**

06/18/0318/F: 44 North Road (Orchard Court plots 5-8) - Demolish existing cottage, barn, outbuilding and garage and erect 4 detached houses with garages. **Objection: The first stage of Orchard Court has been completed and the drains are not being maintained and have become full with mud and debris, therefore in the event of a downpour the drains are unable to cope causing flooding. The proposed properties are large with three bathrooms and a cloakroom in each, all of which will put additional pressure on the drainage systems. The properties affected from flooding are situated on North Road with many built prior to 1900 and with little in the way of foundations. The Parish Council would like to see a full independent survey undertaken to ascertain the consequences of these proposed additional properties, with stipulations set out for the developers to adhere to regarding a system for surface water management should planning be approved. If planning permission is given, the Parish Council request before doing so that conditions are put in place regarding the need for a management scheme to be set up to cover any maintenance issues relating to the drains and the unadopted road. The details of the management scheme should be agreed before development can go ahead, outlining who will be responsible for maintaining the drains and road in the future once the development is complete.**

06/18/0319/F: Pippin Close, Clere House site - Variation of condition 2 of planning permission 06/16/0140/F; demolition of existing care home and construction of 9 residential dwellings (revised to 7 dwellings); amendment to approved plan to show revised layout. **No comment.**

06/18/0332/O: 74 Station Road - Proposed residential development comprising of 7 detached residential dwellings with garages and access road and private drive. **Objection: The proposal is considered back land development which could cause a detrimental change to the character of the area.**

06/18/0342/F: 52 Bracecamp Close - Retrospective boundary fence to rear. **Objection: The height of the fence contravenes planning regulations as it exceeds two metres and if agreed it would set a precedent for neighbouring properties. The trellis at the top encourages foliage growth and potential overhang and obstruction of the passageway.**

Finance (348.07.18)

The following list of accounts had been distributed to the Council in advance of the meeting. Monthly expenditure - proposed Cllr. Jones, seconded Cllr. C. Lee - unanimous. Transfer £8,000.00. Proposed Cllr. R. Wendt, seconded, Cllr. Hill - unanimous. The bank reconciliation and bank account balances were reviewed by Cllr. Freeman. The Clerk presented two additional transfer requested as part of a tidying up exercise to the reserves – proposed Cllr. Jones, seconded Cllr. R. Wendt – unanimous.

9th July 2018			
Name	Amount Ex.VAT (£)	VAT (£)	Total (£)
Salaries & expenses	1,155.71		1,155.71
HMRC: Employers & Employees NIC & Tax	102.83		102.83
Nest Pension (DD): Employers & Employees Contributions	75.25		75.25
Norse - Village Green Grass Cutting	139.29	27.86	167.15
Flameskill - Rec. Ground Pavilion	28.00	5.60	33.60

Moulton Nurseries - bedding plants re In Bloom	80.58	16.12	96.70
Andrew Tuddenham - Rec.Ground / S.Green	476.80	95.36	572.16
JRP Carpentry - Scratby Steps Repair Work	685.00		685.00
Wave - Water bill for Rec. Ground Pavilion	287.50		287.50
Wave - Sewerage bill for Rec. Ground Pavilion	293.61		293.61
M. Woolston - Recreation Ground Gates	135.00		135.00
ClIr Bigg Expenses re In Bloom	55.50		55.50
Bobby Dazzlers - BG Bins & Bus Shelter	60.00		60.00
Rodney Scott - Rec. Ground (June 2018)	30.60		30.60
Total Expenditure	3,605.67	144.94	3,750.61
Income for June 2018			
Burial Ground Memorial Fee	220.00		220.00
C.Newsletter Advertising	70.00		70.00
GYBC - Precept (2nd half)	41,250.00		41,250.00
Interest - Lloyds Main Savings A/C 07112399	3.35		3.35
Total income	41,543.35		41,543.35
BALANCES at latest statements as at 30.06.2018			
Lloyds Current A/C 00511387			20,277.47
Lloyds Main Savings A/C 07112399			92,360.62
Lloyds - Savings (Private Road Fund) 24183568			1.19
Lloyds - Savings (Village Centre) 24184660			2.02
NatWest Savings A/C 11237090			60,807.74
Total as at latest available statements			173,449.04

Ongoing open agenda item for discussions regarding coastal erosion (349.07.18)

The Chairman of the Scratby and California Environment Group (SCEG) thanked everyone who lodged an objection against the recent dredging application. He also confirmed the work on Scratby gabions was still ongoing and reminded everyone of the report presentation regarding Hemsby's changing coastline on 11th July 2018.

Receive an update following the Burial Ground Committee meeting held on 23rd June 2018 and approve any recommendations (350.07.18)

20.05 Clr. Freeman left the room. The draft minutes of the Burial Ground Committee held on 23rd June 2018 had been distributed to Council in advance of the meeting, with the following points and recommendations:

- Clerk to request quote from GYBS to have the whole Burial Ground & Churchyard cut together 17 times per annum;
- Following the quote from GYBS re work needed on the trees, Clerk to approach them to request a suitable plan for work to be carried out over a five-year period, and arrange to meet Graeme Watson (Tree Officer) on site to discuss required work;
- Clerk to contact Norfolk County Council (NCC) re ownership of the footpath hedge and if they would allow its removal;
- Explore if there would be any grants or funding available to replace the footpath hedge;
- Clr. Jones volunteered to trim/tidy small hedge on opposite side of footpath;
- Approve the new memorial application & agreed Clerk to continue to approve all memorial applications (unless contentious).

The Council accepted the report and recommendations, proposed Clr. C. Lee, seconded Clr. Shrimplin – unanimous.

Receive an update following the Finance and General Purposes Committee meeting held on 2nd July 2018, including the first quarter review and approval of any recommendations (351.07.18)

The draft minutes of the Finance and General Purposes Committee held on 2nd July 2018 had been distributed to Council in advance of the meeting, with the following points and recommendations:

- Committee originally agreed a quote of £50 by Bobby Dazzlers to clean Beach Road bus shelter, however this was cleaned by Clr. Bigg, everyone thanked Clr. Bigg for undertaking this task;
- Before agreeing the quote for the new litter bin the Clerk will approach NCC Highways to obtain permission;
- Committee agreed additional hours for the Clerk (up to 5 extra hours per week) from 1st August until the backlog of work is caught up or to end of the financial year if necessary;
- Committee agreed tidying up exercise of reserves funds and bank accounts: -
 - Ear mark full £55,000 for loan repayment re village centre
 - Ring fence £9,159.55 for private road fund
 - Above amounts to sit in Natwest account therefore transfer £3,351.81 making Natwest total £64,159.55;
- Agreement to use currently redundant bank account as a dedicated account for the community newsletter, therefore move out the balance of £2.02, and transfer in £70 received for advertising via BACS;
- Approved the Council's Publication Scheme and the Retention Policy;
- Clerk to make enquiries with Zurich re bouncy castle use on Council premises.

The Council accepted the report and recommendations, proposed Clr. Cheetham, seconded Clr. Jones – unanimous.

20.14 Clr. Freeman re-entered the room.

Receive an update following the Opening Spaces Working Party meeting held on 27th June 2018 and approve any recommendations (352.07.18)

The draft minutes of the Open Spaces Working Party held on 27th June 2018 had been distributed to Council in advance of the meeting. The Chairman confirmed that a further meeting would be held to make recommendations on proposed future work.

Review the Crime Prevention Survey Report provided by Dick Wolsey of Norfolk Constabulary on the Recreation Ground, and to agree next step regarding the proposed CCTV (353.07.18)

The Crime Prevention Survey had been distributed to Council in advance of the meeting which included a number of recommendations and did not recommend CCTV use at the Recreation Ground. The matter will be put back on the agenda for further discussion in camera following the confidential nature of the report. Cllr. Freeman also recommended that Council members meet with Ormesby Lads Football Club to update them on the findings of the report.

20.28 Cllr. R. Wendt left the room. 20.30 Cllr. R. Wendt re-entered the room.

Approve the purchase of a new Village Flag for Ormesby and discuss the potential for a village flag and flagpole in Scratby (354.07.18)

Cllr. N. Lee is currently waiting for a price for a new village flag and will update the Council once this is received. There was some discussion on the erection of a flagpole at Scratby, this will be considered as part of the budget process for 2019/2020, the Council will also need to seek permission from NCC and apply for planning permission.

Review and approve the new Social Media Policy (355.07.18)

Cllr. C. Lee presented the new Social Media Policy which had been distributed to Council in advance of the meeting. The Council agreed that a social media presence was a good idea, and the formation of a Parish Council Facebook page. The policy was approved, proposed Cllr. Jones, seconded Cllr. Hill – unanimous.

Use of Bouncy Castles / inflatables on Parish Council premises (356.07.18)

The Clerk advised the Council of the insurance requirements for bouncy castles on and in Council premises, it was agreed that no bouncy castles would be allowed inside Parish Council buildings for the immediate future and only on outside areas. If bouncy castles are used on outside areas they must be provided by an appropriately professional person/company who will operate and oversee the bouncy castle for the entirety of the event, provide the organiser with evidence of public liability insurance and membership of a trade association. Cllr. C. Lee and Cllr. Freeman will work together to draft appropriate guidelines for all three village halls.

Matters for reporting:

- The allotment hedge needs cutting – Clerk to contact GYB Services;
- The bus stop outside the school has a new sign (red flag) – the Clerk needs to contact NCC to ask them to erect it;
- The blue beach hut closest to the road is in poor condition and needs remedial work – Clerk to contact owners.

Matters for next agenda:

The next Parish Council meeting will be kept short and be followed by a walkabout of Ormesby St Margaret.

Date of next meeting:

The next Parish Council meeting will be held on Monday 13th August 2018 at the Village Centre, Station Road, Ormesby St Margaret starting at 7pm.

The meeting closed at 8.50pm.

Signed:

Dated: