

**Minutes of a meeting of Ormesby St Margaret with Scratby Parish Council**  
**Held on Monday 12<sup>th</sup> November 2018 at All Saints Parish Hall, Beach Road, Scratby, at 7pm**

**Present:** Cllrs. Bigg, Cheetham, Freeman, Green, Heelas, Hill, Jones, C. Lee, Scott-Greenard, Shrimplin, K. Wendt, R. Wendt, County and Borough Cllr. Hanton, and six members of the public. **Chair:** Adrian Peck. **Clerk:** Lisa Callow.

**To accept apologies for absence (393.11.18):** Apologies received and accepted from Cllrs. Gingell and N. Lee.

**Declarations of interest (394.11.18):** Cllr. Peck declared an interest in finance.

**Approve minutes of the 8<sup>th</sup> October 2018 (395.11.18):** The minutes having been previously distributed were declared a true record and were duly signed by the Chairman. Proposed Cllr. Jones, seconded Cllr. Shrimplin – unanimous.

**Public Forum (396.11.18)**

**County & Borough Cllr. Ron Hanton provide the Clerk with a report (summarised):**

**Norfolk County Council:**

**Children's Centres** - Norfolk County Council have been consulting on 'Early Childhood and Family Service' in order to get the public's view on the proposal to change from the present system to an outreach model. This consultation will close on the 12th November. The view is that that investing money in services should be the priority, not spending money maintaining buildings. Currently 25% of families from disadvantaged areas who would benefit from this service are not accessing them. The ambition and duty must be to reach every family who would benefit from this service.

**Norfolk Museums Service secures £9.2m from National Lottery to transform Norwich Castle Keep** - Norfolk Museums Service secured £9.2m from the National Lottery through the Heritage Lottery Fund for the Norwich Castle: Gateway to Medieval England project.

**More re-use shops for Norfolk** - The number of Norfolk Recycling Centres that offer re-use shops could increase, giving even more residents the chance to pick up a bargain and help the Council save around £40,000 each year. Norfolk County Council is looking to increase the number of shops which are currently located at nine of the 20 sites by adding another three.

**The future of Mobile Libraries secured** – Savings of £200,000 approved, but only 92 mobile stops will be scrapped instead of 725.

**Extra support proposed for those leaving hospital** - More than 80 support workers are being sought in Norfolk to work in Adult Social Care. Funded by Norfolk County Council, including 40 new posts for a Accommodation Based Reablement initiative beginning in Cromer.

**Great Yarmouth Borough Council (Headlines included in Tidings Magazine):**

**Local Government Chronicle Awards for supporting economic growth** - GYBC has been shortlisted in the Driving Growth category of the 2019 Local Government Chronicle Awards in recognition of its excellent work with partners to support investment, jobs and economy.

**Great Yarmouth unlocks National Lottery funding to strengthen communities and improve lives** – GYBC's nationally-acclaimed approach continues to strengthen communities and improve life chances with a boost of just over £700,000 of National Lottery funding, bringing the total amount towards the programme to £3.1 million.

**Construction starts on distinctive new homes at Beacon Park** - Ground has been broken to start construction of a new contemporary housing scheme which the Borough Council is bringing forward at Beacon Park - and people are invited to register an interest in buying one of the new homes.

**Public:** None.

**Matters Arising (397.11.18)**

The last memorial tree was planted at a ceremony on 11<sup>th</sup> November 2018, it was well attended by members of the Royal British Legion, Parishioners, and the Brownies who helped finish the planting. Cllr. Peck along with the other sponsors will water the trees until they are established. Cllr. Peck will purchase tree guards, and Cllr. Freeman will chase up his enquiry to obtain some unused tree guards from GYBC. It was agreed that the remaining funds from the tree sponsorship would be held and ringfenced to be used to maintain the trees and would be reviewed in 12 months, proposed Cllr. Shrimplin, seconded Cllr. Cheetham – unanimous.

GYBC have given permission for tree work to commence at the Burial Ground and on the village green. It was agreed that no logs will be left in the Burial Ground due to health and safety reasons, everything will be removed from site as originally agreed.

The Christmas trees will be delivered within the next week, Cllr. Freeman agreed his contact details to be provided for delivery and the best time was the morning of Monday 19<sup>th</sup> November. Volunteers to assist with tree erection and decoration include Cllrs. Freeman, Hill, and Scott-Greenard, and two Parishioners. The Clerk has ensured the insurance will adequately cover them.

Cllr. C. Lee confirmed that following a great deal of research she could not find a strong enough valid reason to continue with the objection of the stopping up order on Yarmouth Road. During her research she found evidence that the developers were looking to move the water main and not build over the top of it which has been an ongoing concern for the Council. Members of the Council agreed that Cllr. C. Lee would write to Howes Percival withdrawing the objection, and raise the issue of moving the water main, proposed Cllr. C. Lee, seconded Cllr. Cheetham – unanimous.

The Clerk confirmed responses from GYBC parking enforcement regarding the parking issue around the Junior School, the request has been referred to Enforcement team for their attention, but they cannot guarantee dates or times of attendance but will endeavour to attend and address the issues raised.

GYBC Planning Manager confirmed receipt of the objection regarding the approval of planning application 06/18/0342/F and the approval will stand as there are limited legitimate and defensible planning reasons for refusing the application. Following the Council's request, he also provided some guidance regarding small housing developments and unadopted roadways which was forwarded to all Councillors via email and noted.

The Council were unsuccessful in their bid to obtain funds for Scratby steps from the Coastal Community Fund.

Cllr. Scott-Greenard provided an update on playgrounds in the Parish following his meeting with Dan Hastings from GYBC who said there were no options that wouldn't be considered in improving the playgrounds. It was agreed to add as an agenda item for December's Parish Council meeting.

#### Correspondence (398.11.18)

Letter – Nest Pensions: Change in contribution rates from April 2019. **Noted**

Letter – Allotment holder: Re bonfire restrictions at Ormesby Allotment Gardens. **Covered under Allotment Working Party update**

Email – Allotment holder: Re bonfire restrictions at Ormesby Allotment Gardens. **Covered under Allotment Working Party update**

Email – Parishioner: Complaint re bonfires being held at Ormesby Allotment Garden. **Covered under Allotment Working Party update**

Email – Norfolk Labour: Request for Councillors to respond to the consultation on the future of Norfolk's Children's Centres. **Noted**

Email – GYBC: Confirming allocation of one of the saplings for the Queen's Canopy of Trees. **Sapling was delivered to Cllr. Peck who has potted it and will maintain it until ready for planting at which point a location will be agreed**

Email – Top Banana: Assistance in offering suitable venues for the Community Kitchen Project. **Forward to Parish Hall contacts to reply**

Letter – Bure Valley: Donation request. **Covered under agenda item re outstanding donation requests.**

Email – Cllr. Hanton: Forward of email from NCC re beach cleaning. **Confirm interest for areas of the beach not currently cleaned**

Letter – GYBC: Notification of tree to be felled with a TPO. **Noted with no objections.**

Email – Parishioner: request to move one of two litter bins by the school to footpath near Chimney Springs. **Request declined as the two litter bins are well used and often full.**

Letter – GYBC: Confirming request and deadline for precept and CCF submission. **Noted.**

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

#### Planning (399.11.18)

Notification of Decisions from Great Yarmouth Borough Council:

06/18/0454/F: 21 Decoy Road – proposed two storey side extension to side of house. **Approved**

06/18/0491/F: 3 Dene Avenue – proposed side and rear extension. **Approved**

06/18/0493/F: 136 Spruce Avenue – proposed first floor extension over garage and conversion of garage. **Approved**

06/18/0517/O: 27 Station Road – proposed development of vacant land to create a single detached bungalow and garage. **Refused**

Parish Council Comments on Applications received by Great Yarmouth Borough Council: **None.**

#### Finance (400.11.18)

The following list of accounts had been distributed to the Council in advance of the meeting. Monthly expenditure - proposed Cllr. R. Wendt, seconded Cllr. Jones - unanimous. Transfer £10,000.00, and £354.00 for Community Newsletter printing costs - proposed Cllr. Cheetham, seconded, Cllr. C. Lee - unanimous. The bank reconciliation and bank account balances were reviewed by Cllr. Freeman. It was agreed the Clerk to set up a direct debit for the Vodafone mobile phone contract against bank account ending 1387 – proposed Cllr. R. Wendt, seconded Cllr. Scott-Greenard – unanimous.

12th November 2018			
Name	Amount Ex.VAT (£)	VAT (£)	Total (£)
Salaries & expenses	1,289.28		1,289.28
HMRC: Employers & Employees NIC & Tax	214.04		214.04
Nest Pension (DD): Employers & Employees Contributions	92.61		92.61
Norse - Village Green Grass Cutting	139.26	27.85	167.11
Bobby Dazzlers - BG Bins & Bus Shelter	60.00		60.00
M. Woolston - Recreation Ground Gates	135.00		135.00
Andrew Tuddenham - Rec.Ground / S.Green	383.80	76.76	460.56
Rodney Scott - litter pick (October 2018)	30.60		30.60
Pink Office - Printer Drum	189.99	38.00	227.99
Woods Plumbing & Heating - reissue of cheque	126.00		126.00
GYBS - Scratby Public Toilet Cleaning - 29/09/18-30/09/18	1,701.00	340.20	2,041.20
GYBS - Scratby Beach Cleaning - June-Sept 18	2,500.00	500.00	3,000.00
E-on - Recreation Ground Pavillion	73.59	3.68	77.27
Handyman Services - Bus Shelter	675.00		675.00
Adrian Peck Expenses - Memorial Trees/Advert/Flowers	1,329.53		1,329.53
Newsletter Editor - Printing (paid by advertising income - see a/c *4660)	354.00		354.00
<b>Total Expenditure</b>	<b>9,293.70</b>	<b>986.49</b>	<b>10,280.19</b>
Income for October 2018			
Allotment Tenancies	925.00		925.00
Burial Fee & Memorial Application	280.00		280.00
Memorial Tree Sponsorship (4 trees)	1,200.00		1,200.00
Insurance Claim - Burst Pipe @ Recreation Ground	1,374.26		1,374.26
C. Newsletter Advertising	890.00		890.00
Interest - Lloyds Main Savings A/C ****2399	3.25		3.25
Interest - Lloyds Community Newsletter A/C ****4660	0.10		0.10
<b>Total income</b>	<b>4,672.61</b>	<b>0.00</b>	<b>4,672.61</b>

<b>BALANCES at latest statements as at 31.10.2018</b>			
Lloyds Current A/C ****1387			3,320.48
Lloyds Main Savings A/C ****2399			81,399.77
Lloyds - Savings A/C ****3568			1.19
Lloyds - Community Newsletter A/C ****4660			3,135.73
NatWest Savings A/C ****7090			64,159.55
<b>Total as at latest available statements</b>			<b>152,016.72</b>

Note: Breakdown of Councillor's/Clerks expenses and relevant invoices available on request

**Ongoing open agenda item for discussion and update regarding the need to replace Scratby Steps (401.11.18)** Letters were sent out to eleven local businesses in the area and currently two have replied confirming they would consider contributing towards replacing Scratby steps. It was agreed to wait for the outcome of the Coastal Revival Fund application before moving forward with further contact with the local businesses.

**Ongoing open agenda item for discussion regarding Coastal Erosion (402.11.18)** Robert Stephenson confirmed that there was no further progress to report from the Hemsby Coastal Group at this time, but options are being looked at regarding protection against further coastal erosion. He also confirmed the work to the gabions at Scratby was now complete.

**To agree any outstanding donation requests and a donation for the Royal British Legion (403.11.18)** A donation of £50 to the Royal British Legion was agreed, proposed Cllr. Shrimplin, seconded Cllr. Hill – unanimous. A donation of £50 to the Bure Valley Conservation Group for work carried out at Jubilee Woods was agreed, proposed Cllr. Freeman, seconded Cllr. Cheetham – unanimous. The F&GP Committee will consider any further donation requests including the Unemployed Workers Centre.

**To agree Committee and Working Party representatives following co-option of two new Councillors, and proposal to form the new Community Engagement Working Party (404.11.18)** It was agreed that Cllr. Scott-Greenard be added to the Finance and General Purposes Committee, and Cllr. Heelas be added to the Safety, Beach and to be a footpath representative, proposed Cllr. Jones, seconded Cllr. C. Lee – unanimous. The proposal of a Community Engagement Party was not taken any further however the Chairman agreed Council continue the discussion as part of agenda item 17 – **to agree proposal to hold monthly Parish Council surgeries for Parishioners to meet with Councillors.** Monthly surgeries will be trialled for 3-6months and held on the first Saturday of the month starting from Saturday 3<sup>rd</sup> February 2019 from 10am to 12pm. The surgeries will be held at the Village Centre or All Saints Parish Hall depending on availability, proposed Cllr. K. Wendt, seconded Cllr. Scott-Greenard – unanimous.

**To discuss and agree proposed opening times for the public toilets on Rottenstone Lane, Scratby for the 2019-20 financial year (405.11.18)** It was agreed that the toilets should be opened everyday from 1<sup>st</sup> June to 31<sup>st</sup> October and during school holidays, 8am-8pm. This will require an increase in the grant from GYBC to £2,700 therefore the Clerk is to write a formal letter requesting an increase in the public toilets grant for the financial year 2019/20, proposed Cllr. K. Wendt, seconded Cllr. Cheetham – unanimous.

**To agree proposed Councillor training to be delivered by Norfolk Association of Local Councils (406.11.18)** It was agreed that Council members undertake refresher / updated training to be provided by NALC estimated to be no more than £100, it will be provided at a location in the Parish in January 2019, proposed Cllr. Peck, seconded Cllr. C. Lee – unanimous.

**To receive update from the Allotment Working Party (407.11.18)** A shed at the back of the allotments is not being used, therefore the water tank will be moved in its position and water-butts set up for tenants use. Allotment plots will be clearly marked out and wood has been donated to do this, as have several water-butts. Point 13 in the tenancy agreement regarding bonfires will not be changed and the Clerk is to contact those tenants querying it to inform them. Some of the larger vacant plots are to be split making them more manageable. A meeting is being held on Friday 16<sup>th</sup> November for potential new tenants to view the vacant allotment plots. Cllr. K. Wendt handed out an up to date allotment budget, and approval was given to increase the tenancy fees in October 2019 from £2.50 to £3 per rod, proposed Cllr. K. Wendt, seconded Cllr. Freeman – unanimous.

**To receive update from the Open Spaces Working Party (408.11.18)** The working party have been considering action points for the coming year; the entrance track to Jubilee Woods requires some maintenance including trimming back the brambles and vegetation, putting up signs at either end of the woods, and making clearings within the woods for seating which could be funded through sponsorship. A budget of £500 was recommended for the 2019/20 financial year to undertake the works, there were no objections from Council. A beach hut on Scratby Green is falling into disrepair, Cllr. Peck has contacted the owners who have provided a list of work to be undertaken. The working party also suggested erecting additional beach huts on the green to generate additional income and to review the need to increase the ground rent. A budget of £500 is recommended for Ormesby Village Green to erect some additional bollards to ensure the green is completely enclosed, currently there is a gap on the corner opposite the Pharmacy. The sign at the Pavilion needs reviewing and updating with details of what is and isn't acceptable on the playing field. The development of a 5-10 year plan of what the Parish Council wishes to achieve, and the what the Parishioners which to see for their Parish needs to be considered.

**Matters for reporting:**

- Fence on the Yarmouth Road layby opposite the Church needs repairing and the ivy removing

- Footpath between Yarmouth Road and the Memorial Green is broken, uneven and dangerous
- Yarmouth Road layby – traffic / parking management needs to be enforced as cars are parking dangerously.

Matters for next agenda:

- Improving playgrounds within the Parish
- Outstanding highway issues

Date of next meeting:

The next Parish Council meeting will be held on Monday 10<sup>th</sup> December 2018 at All Saints Parish Hall, Beach Road, Scratby, at 7pm.  
The meeting closed at 8.47pm.

Signed:

Dated:

DRAFT