

**Minutes of a meeting of Ormesby St Margaret with Scratby Parish Council**  
**Held on Monday 10<sup>th</sup> December 2018 at All Saints Parish Hall, Beach Road, Scratby, at 7pm**

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

**To accept apologies for absence (409.12.18):** Apologies received and accepted from Cllrs. Green and Hanton.

**Declarations of interest (410.12.18):** Cllr. Peck declared an interest in finance – expenses.

**Approve minutes of the 12<sup>th</sup> November 2018 (411.12.18):** The Clerk informed Council members of an amendment under 404.11.18 the following was added ‘Cllr. K Wendt proposed to start monthly surgeries on a Saturday morning to enable Parishioners who are unable to attend evening meetings to meet Councillors during the day.’ Cllr. Hill noted under 407.11.18 it should read ‘Point 12 in the tenancy agreement regarding bonfires’. The minutes having been previously distributed were declared a true record and were duly signed by the Chairman. Proposed Cllr. Freeman, seconded Cllr. C. Lee – unanimous.

#### **Public Forum (412.12.18)**

**County & Borough Cllr. Ron Hanton provided the Clerk with the following information:** The Phippen Close street light is scheduled to be repaired early December (if not done so already), and the broken-up pavement near the war Memorial has been reported to Meryl Sherry at Norfolk County Council but no update received. He extended his festive regards to all members of the Parish Council.

**Police:** It was agreed that Cllr. Peck raise the dissatisfaction of the Council at the lack of a local police report at the next SNAP meeting.

**Public:** A Parishioner raised concerns over the parking situation on West Road at the junction of West Avenue, those living on West Avenue are struggling to safely exit onto West Road due to poor viability caused by irresponsible parking. There should be a white line to indicate no parking which is due to be repainted after road resurfacing, however the Parishioner feels this provides little help as people ignore it. The Parish Council agreed they are in support of the residents that this junction is dangerous, and the Clerk will request a site visit for the Chairman, Cllr. Ron Hanton and the Streetscene Inspector to highlight the issue. Cllr. Freeman would also encourage Parishioners to write to the Highways Department at Norfolk County Council themselves.

#### **Matters Arising (413.12.18)**

The Clerk provided the following updates:

- The parking issues highlighted on Yarmouth Road have been passed to the GYBC Enforcement Team who will visit the area however due to there being no on-street parking restrictions officers are limited to issuing Penalty Charge Notices where vehicles are parked in contravention of Highway parking restrictions only.
- Feedback had been received from the Streetscene Inspector – the junction of West Road and Crossways suffering from standing water due to a blocked drain is programmed for clearance as are the potholes at the same location, letters have been sent to home owners on Sharpe Way and Tillet Close regarding overgrown hedges, the redundant metal post on Station Road (outside no.17) is programmed for removal, and the request for roundels has again been declined as they are only used with speed terminals where there is no discernible change in intensity of development.
- NCC have confirmed several defects due for repair including the missing white line on West Road, potholes on Yarmouth Road and the footpath next to the Memorial Green.

#### **Correspondence (414.12.18)**

Email – Parishioner: Request for double yellow lines on Yarmouth Road. **Members to visit the area and discuss at the January meeting.**

Email – Parishioner: Notification of overgrown hedge and uneven pathway. **Clerk reported to NCC who are investigating the hedge but state no further action to be taken on the uneven step as it does not meet their intervention criteria.**

Email – NCC: Notification that the Norwich Western Link public consultation is now open until 18/01/2019. **Noted.**

Email – Ministry of Housing, Communities and Local Govt: Unsuccessful bid for the Coastal Revival Fund. **Noted.**

Email – GYBC: Review of Elections Cycle consultation. **Discussed under point 419.12.18.**

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

#### **Planning (415.12.18)**

Notification of Decisions from Great Yarmouth Borough Council: **None, however Clerk to investigate if planning application 06/18/0475/O is due to be discussed at the next GYBC Development Control Committee.**

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

06/18/0617/F: 3 Beach Drive, Stellamaris – single storey rear extension and pitched roof to garage. **No objection.**

06/18/0604/F: 27 Ranworth Drive – erection of bungalow with vehicular access. **Objection – back land development and over development of the site. The proposed plot is extremely small and inappropriate for further development with vehicular access across a footpath.**

06/18/0632/F: Tuddenham Caravan Park – change of use of former camping field to use for static caravans (13 no). **No objection.**

06/18/0664/F: 1 Beach Hut, Scratby Green – renewal of planning permission 06/13/0574/F for retention of beach hut. **Clerk to seek further clarification.**

06/18/0678/CU: Summerfields Holiday Village, Beach Road – change of use of land for the siting and use of static holiday caravans and the use of built holiday accommodation from 1<sup>st</sup> February – 14<sup>th</sup> January while retaining the all year-round accommodation of four existing flats for the caretaker and immediate family. **Clerk to seek further clarification.**

**Finance (416.12.18)**

The following list of accounts had been distributed to the Council in advance of the meeting. Monthly expenditure - proposed Cllr. R. Wendt, seconded Cllr. Cheetham - unanimous. Transfer £22,500, and £354 for Community Newsletter printing costs - proposed Cllr. Shrimplin, seconded, Cllr. Hill - unanimous. The bank reconciliation and bank account balances were reviewed by Cllr. Gingell.

10th December 2018			
Name	Amount Ex.VAT (£)	VAT (£)	Total (£)
Salaries & expenses	1,243.82		1,243.82
HMRC: Employers & Employees NIC & Tax	214.04		214.04
Nest Pension (DD): Employers & Employees Contributions	92.61		92.61
Bobby Dazzlers - BG Bins & Bus Shelter	75.00		75.00
M. Woolston - Recreation Ground Gates	135.00		135.00
Andrew Tuddenham - Planting Memorial Trees	110.00	22.00	132.00
Rodney Scott - litter pick (November 2018)	20.40		20.40
Autogrow - Christmas Trees	235.00		235.00
Burrell Pest Control - Wasp Nest & Moles	130.00		130.00
Bure Valley Conservation Group	50.00		50.00
Royal British Legion Donation	50.00		50.00
Wave Water - Allotments	423.20		423.20
Immaculate Tree Care - Lime Tree Pollarding	850.00		850.00
NALC - Councillor Training	110.00	22.00	132.00
Vodafone (DD) - December 2018	43.73		43.73
Adrian Peck Expenses - Memorial Trees (Guards)	110.55	22.11	132.66
Newsletter Editor - Printing (paid by advertising income - see a/c *4660)	354.00		354.00
<b>Total Expenditure</b>	<b>4,247.35</b>	<b>66.11</b>	<b>4,313.46</b>
Income for November 2018			
Memorial Tree (5)	300.00		300.00
Allotment Tenancy (Incl. £50 deposit)	141.25		141.25
CN Advertising	140.00		140.00
Burial Fees	220.00		220.00
Interest - Lloyds Main Savings A/C ****2399	3.43		3.43
Interest - Lloyds Community Newsletter A/C ****4660	0.13		0.13
<b>Total income</b>	<b>804.81</b>	<b>0.00</b>	<b>804.81</b>
<b>BALANCES at latest statements as at 30.11.2018</b>			
Lloyds Current A/C ****1387			2,892.06
Lloyds Main Savings A/C ****2399			72,064.45
Lloyds - Savings A/C ****3568			1.19
Lloyds - Community Newsletter A/C ****4660			2,921.86
NatWest Savings A/C ****7090			64,159.55
<b>Total as at latest available statements</b>			<b>142,039.11</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 (417.12.18)**

The Council were unsuccessful in their bid for funding from the Coastal Revival Fund. Cllr. Peck will be arranging a meeting with local businesses next week to discuss alternative ways to raise the funds.

**Ongoing open agenda item for discussion regarding Coastal Erosion (418.12.18)** Robert Stephenson informed Council that another metre of beach had been lost in the most recent heavy winds. The Hemsby Community Liaison Group held another meeting and are seeking to move forward with a rock berm to be put in place running 300 metres into Scratby from Hemsby. This will be a lengthy process and take some time to implement.

**To agree preferred option regarding the 'Review of Elections Cycle Consultation' by GYBC (419.12.18)**

Council members voted on the two options provided by GYBC regarding the future election cycles. To reduce the term of the Parish Councillors elected in May 2020 to three years and align all elections in the Borough in May 2023 (option 2), proposed Cllr. Shrimplin, seconded Cllr. Hill. Amendment – to reduce the term of the current Parish Councillors and hold the next scheduled election for the Parish 2<sup>nd</sup> May 2019 instead 7<sup>th</sup> May 2020 (option 1), proposed Cllr. C. Lee, seconded Cllr. Jones.

Amendment Vote – option 1 = 4 votes, option 2 = 6 votes. Vote on original proposal – option 2 = 7 votes plus Chairman's vote. Option 2 will be put forward as the Council's preferred option.

**To receive update from the Allotment Working Party (420.12.18)**

Cllr. K. Wendt updated Council that the Allotment Working Party has been donated three water butts to be situated at the top of the allotment gardens.

**To receive update from the Finance and General Purposes Committee meeting and agree the 2019/20 budget, 2019/20 precept and concurrent function grant, new model standing orders and financial standing orders (421.12.18)**

The Clerk disseminated the latest available accounts as at 31<sup>st</sup> October 2018 and the proposed 2019/20 budget prior to the start of the meeting.

Following a review of the draft 2019/20 financial budget the F&GP Committee proposed a precept increase of £6,000, and the concurrent function grant to remain the same at £25,500. The total shortfall between income and expenditure is estimated to be £10,357 the difference of which will be covered by the Council's general reserves with a plan to increase the precept again in 2020/21 by a similar amount rather than have the full increase in one year. Proposed Cllr. K. Wendt, seconded Cllr. Freeman – 9 Councillors voted in favour of the proposal.

The proposed new model standing orders as provided by NALC were distributed to Council prior to the meeting. Council accepted the new standing orders, proposed Cllr. C. Lee, seconded Cllr. Scott-Greenard – unanimous. The financial standing orders remain unchanged from the previous year's review and were accepted, proposed Cllr. Scott-Greenard, seconded Cllr. Cheetham – unanimous.

**To discuss the proposal for a Playground Community Group and provide a meeting place (422.12.18)**

Cllr. Scott-Greenard proposes to establish a playground community group to work towards rejuvenating the playgrounds in Ormesby. This will be a community group with no ties to the Parish Council however the Council are in full support of the group and offer the use of the Village Centre for the group to meet, and to publicise the group on noticeboards, the website and social media.

**To agree the appointment of the new Parish Clerk and Responsible Financial Officer (423.12.18)**

The Personnel Working Party, following a selection panel process, put forward Mrs Jayne Morse for the position of Parish Clerk and Responsible Financial Officer. Proposed Cllr. Jones, seconded Cllr. Cheetham – unanimous. Mrs Morse was welcomed as the new Clerk.

**Matters for reporting:**

- Bracecamp Parish Hall has a lot of paperwork to be reviewed and discarded or archived. Cllr. Cheetham will undertake this task with assistance from Cllr. Freeman.
- Cllr. Freeman reported that 11 streetlights are currently not working in Ormesby and Scratby which have been reported. He also informed Council that GY Norse are now responsible for maintaining them and he will forward the new details onto the Clerk to disseminate to the rest of Council.

Matters for next agenda:

- Parishioner Surgeries

Date of next meeting:

The next Parish Council meeting will be held on Monday 14<sup>th</sup> January 2019 at the Village Centre, Station Road, Ormesby St Margaret, at 7pm.

The meeting closed at 8.39pm.

Signed:

Dated: