

## Minutes

### of a meeting of Ormesby St Margaret with Scratby Parish Council

Held on Monday 14<sup>th</sup> January 2019 at The Village Centre, Station Road, Ormesby St Margaret, at 7pm

**Present:** Cllrs. Bigg, Freeman, Gingell, Heelas, Hill, Jones, C. Lee, Green, Shrimplin, K. Wendt, R. Wendt, county and Borough Cllr. Hanton and four members of the public. **Chair:** Adrian Peck. **Clerk:** Lisa Callow and Jayne Morse (minute taker)

**1. To accept apologies for absence (423.01.19):** Apologies received and accepted from, Cllrs. Cheetham and Scott-Greenard. Absent: Cllr. N. Lee.

**2. Declarations of interest (424.01.19):** Cllr. Peck declared an interest in finance – Community Newsletter invoice. Cllr. Freeman declared an interest in finance – expenses.

**3. Approve minutes of the 10<sup>th</sup> December 2018 (425.01.19):**

The minutes having been previously distributed and were declared a true record and were duly signed by the Chairman. Proposed Cllr. Shrimplin, seconded Cllr. J. Green – unanimous.

#### 4. Public Forum (426.01.19)

4.1 **County & Borough Cllr. Ron Hanton:** The Police commissioner has decided not to continue with his proposal to take over the running of the Fire Service

**Police:** None

4.2 **Public:** None

#### 5. Matters Arising (427.01.19)

The Clerk provided the following updates:

5.1 **West Avenue and West Road:** It was reported that Meryl Sherry, Streetscene Inspector (North) was reluctant to help any further regarding the dangerous and inconsiderate parking. County & Borough Cllr. Ron Hanton agreed to look to see if there is any budget to get the white H Bar reinstated. **Action**  
Cllr. Hanton

5.2 **Yarmouth Road:** Cllrs believe this road is unadopted, therefore this would be a private matter. Clerk to reply to parishioner's request **Action**  
Clerk

5.3 **Ormesby Road/Yarmouth Road:** The Clerk reported the potholes on Ormesby road, Yarmouth road and the footpath next to the memorial green have all been repaired.

**Pippin Close, Ormesby:** The poor road condition has been reported to the County Council. Email to be sent to County & Borough Cllr. Ron Hanton as this is a Health and Safety issue. Clerk to report the issue to planning enforcement officers. Cllr. Hanton also suggested contacting the developers. **Action**  
Clerk

#### 6. Correspondence (428.01.19)

Letter: **NPLaw:** Notification of Tree Preservation Order (No. 14 of 2018), trees on land at and adjacent to Leathway, Ormesby St Margaret **No Objections**

Email: **Post Office:** Notification of proposed new location for Ormesby village Post Office **Action**

It was agreed that the Post Office is a valuable asset to the community, especially as there are no banks in the local area and surrounding areas. Concerns were raised over the lack of carparking at the SPAR shop which is the new proposed site. It was suggested the Esso garage on Yarmouth Road would be better placed to house the Post Office as there was more available parking. This suggestion is to be submitted on the 'Consultation Hub'. **Parish Clerk**

Email: **NCC Streetscene Inspector:** Quarterly request for Parish highway issues **Action**

Hedges on Cromer Road are very over grown, and the council requested that a site visit to be arranged with Meryl Sherry at her earliest convenience. It is thought that the hedge is hanging over onto the general highway and is a matter of public safety. Landowner has cut the side on his land. It is believed that this is the responsibility of Norfolk County Council. Parish Clerk to request site visit by email. **Parish Clerk**

Email: Business Owner: Enquiry re Beach Huts and request to run hot dog stall - No stall of any form will be agreed

**Declined Action**  
Parish Clerk

## 7. Planning (429.01.19)

### Notification of Decisions from Great Yarmouth Borough Council:

#### 7.1 *To receive notifications of decisions:*

**Approved**

06/18/0486/F: 12 Meadowcroft Bungalows – demolition of non-standard construction bungalow and replacement with 3-bedroom bungalow

06/18/0617/F: 3 Beach Drive – single storey rear extension and pitched roof to garage

**Approved**

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

#### 7.2 *To receive notifications of decisions:*

- **06/18/0664/F:** 1 Beach Hut, Scratby Green – renewal of planning permission 06/13/0574/F for retention of beach hut **No Objection**
- **06/18/0678/CU:** Summerfields Holiday Village – change of use of land for the siting and use of static caravans and the use of built holiday accommodation from 1st February – 14th January while retaining the all year-round occupation for four existing flats for the care taker and immediate family **No Objection**  
11 For 3 Against 1  
Abstain
- **06/18/0695/F:** Yarmouth Road / Jack Chase Way (roundabout at junction of) - Non-illuminated roundabout sponsorship signs Council request consideration be given to a smaller sign **No Objection**  
Council request consideration be given to a smaller sign
- **06/18/0722/F:** 20 Wapping – proposed single storey rear extension and installation of new window in front elevation **No Objection**

## 8. Finance (430.01.19)

The following list of accounts had been distributed to the Council in advance of the meeting.

Monthly expenditure - **proposed** Cllr. B. Jones, **seconded** Cllr. G. Freeman - **unanimous**.

Transfer £3000 and £354 for Community Newsletter printing costs –

**proposed** Cllr. R. Wendt and **seconded** by Cllr. Shrimplin - **unanimous**.

The bank reconciliation and bank account balances were reviewed by Cllr. Gingell.

### Appendix A

14th January 2019			
Name	Amount Ex.VAT (£)	VAT (£)	Total (£)
Salaries & expenses	2,532.92		2,532.92
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	60.00		60.00
M. Woolston - Recreation Ground Gates	135.00		135.00
Andrew Tuddenham - erecting tree guards	60.00	12.00	72.00
Rodney Scott - litter pick (December 2019)	10.20		10.20
Wave Water - Allotments	125.40		125.40
Wave Water - Recreation Ground - Recharge back to OLFC	31.90		31.90
PWLB - Loan - ASPH	18,653.69		18,653.69
Vodafone (DD) - January 2019	43.73		43.73
Geoff Freeman - expenses - various	111.85		111.85
Newsletter Editor - Printing (paid by advertising income - see a/c *4660)	354.00		354.00
<b>Total Expenditure</b>	<b>22,425.34</b>	<b>12.00</b>	<b>22,437.34</b>
Income for December 2019			
CN Advertising	165.00		165.00
Memorial Tree (6)	300.00		300.00
Allotment Tenancy & Deposits	262.50		262.50
Interest - Lloyds Main Savings A/C ****2399	3.10		3.10
Interest - Lloyds Community Newsletter A/C ****4660	0.13		0.13
<b>Total income</b>	<b>730.73</b>		<b>730.73</b>
<b>BALANCES at latest statements as at 31.12.2018</b>			
Lloyds Current A/C ****1387	21,589.77		21,589.77
Lloyds Main Savings A/C ****2399	50,130.05		50,130.05
Lloyds - Savings A/C ****3568	2,732.99		2,732.99
Lloyds - Community Newsletter A/C ****4660	1.19		1.19
NatWest Savings A/C ****7090	64,159.55		64,159.55
<b>Total as at latest available statements</b>			<b>138,613.55</b>

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

## 9. Ongoing open agenda item for discussion and update regarding the need to replace Scratby Steps (431.01.19)

Cllr. Peck met with 4 holiday companies to discuss funding for this project. It had been noted that the companies were very disappointed that the Borough Council were not willing to contribute especially considering the revenue which is earned from tourism. Park Resorts have agreed to pay for the project and claim the VAT back. A specialist report has been carried out on the Scratby Steps. The report found that the steps should have a further 1 year of useful life but some remedial work is required.

Recommendations for specialist companies who have the expertise for this type of work to be sought from Technicus Consulting. Cllr. Peck will distribute the report to all Councillors.

### Action

- Fundraising - One year's grace to be given to holiday companies to try to raise money to contribute to the project
- Specialist companies to be sought – Cllr. Peck to enquire to Technicus Consulting for recommendations
- Possible grants to be applied for
- Feasibility study to look at alternatives including the option of a ramp
- BID for Scratby Steps

**Action**  
Cllr. Peck

**Action**  
Parish  
Clerk/Cllrs.

**10. Ongoing open agenda item for discussion regarding Coastal Erosion (432.01.19)**

Robert Stephenson of SCEG informed Council that we had fared quite well considering the recent high tide. He made Council aware that a meeting regarding funding was taking place on Monday 21<sup>st</sup> January at the Town Hall. Everyone welcome.

**11. Request for Road adoption: Meadowcroft Bungalows (433.01.19)**

**Action**  
**Parish Clerk**

As this road is not adopted it would need to be brought up to the necessary standard needed by the residents before Norfolk County Council or the Highways Agency would consider this. Letter of explanation to be sent to the parishioner.

**12. To undertake the annual Review and adoption of the Council's Risk Register (434.01.19)**

**Proposer:**  
Cllr. Shrimplin  
**Seconded:**  
Cllr. C. Lee  
**Unanimous**

Risk Register was discussed – some slight amendments to include:  
Separate the halls and include Fire Risk, Emergency Lighting and GDPR

**13. To agree completion of annual risk assessments as conducted by Parish Councillors (435.01.19)**

**Action**  
**All Nominated**

To be returned at next Parish Council Meeting 11<sup>th</sup> February 2019

**14. To agree Parish Council meeting dates and locations for 2019/2020 (436.01.19)**

**Proposer:**  
Cllr. R. Wendt  
**Seconded:**  
Cllr. Hill  
**Unanimous**

All dates agreed with one amendment. 8<sup>th</sup> April 2019 meeting has been brought forward to the 1<sup>st</sup> April 2019 due to pre-booked annual leave of the Parish Clerk. The meeting to be held on the 13<sup>th</sup> May 2019 will also incorporate the Annual Meeting of the Parish and the AGM. There is to be clear definition of each separate meeting.

**15. To provide an update on the Parishioner Surgeries due to start in February 2019 – Cllr. K. Wendt (437.01.19)**

Cllr. K. Wendt distributed a list of forthcoming dates for the new Parishioner surgeries which will take place on the first Saturday of the month, the first one being held on the Saturday 2<sup>nd</sup> February 2019. She asked for this list to be advertised as much as possible. Volunteers are needed to man these surgeries and will be very much appreciated. Cllr. Peck, Cllr. C. Lee and Cllr. Freeman will be joining Cllr. K. Wendt to welcome Parishioners to the first surgery.

**16. Matters for reporting and items for next agenda**

**Matters for reporting:**

- The next SNAP meeting is 17<sup>th</sup> January 2019
- 30mph signs needed in Ormesby St Margaret
- Cllr. N. Lee put in an objection on behalf of the council for the Petrol Station licensing application
- Proforma letter is required for lighting?
- Willow tree in the school grounds has still not been cut

**Matters for next Agenda:**

- Notice boards due to Post office relocation
- Parish surgeries update

Date of next meeting:

The next Parish Council meeting will be held on Monday 11<sup>th</sup> February 2019 at All Saints Parish Hall, Beach Road, Scratby, at 7pm

The meeting closed at 8.34pm

Signed:

Dated: