

Ormesby St Margaret with Scratby Parish Council

Notice of Parish Council Meeting

You are hereby summoned to attend a meeting of the Ormesby St Margaret with Scratby Parish Council at
All Saints Parish Hall, Scratby at 7pm on Monday 11th February 2019
Press and public are welcome

AGENDA

1. Attendance and apologies for absence – Apologies from Cllr. Freeman

2. Declarations of Interest for matters on the agenda

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests form. You must declare the interest, you may not participate in discussion or vote on the matter.

You have a Personal Interest in a matter to be discussed if it affects:

- Your wellbeing or financial position
- That of your family or close friends
- That of a club or society in which you have a management role

In these instances, you must declare a personal interest and may speak on the matter only if members of the public are also allowed to speak at the meeting, however you may not vote in the matter.

3. Approve the minutes of the meeting held on Monday 14th January 2019

4. Public Forum

4.1 To receive reports (if available) from County Councillor, Borough Councillors, and the Police

4.1 Public participation – an opportunity for members of the public to address the Council

5. Matters Arising

The Clerk provided the following updates:

5.1 **Notice Board outside Post Office:** Relocation or removal?

5.2 **Yarmouth Road:** Double Yellow line request - Parish Clerk checked - the road is adopted.

5.3 **Willow Tree:** Appears to have been trimmed and is no longer obstructing the pavement

5.4 **Cromer Road Overgrown hedge:** Boundary Team have reported back to Meryl Sherry that this hedge is within their remit. Meryl reported that it will be cut in February 2019.

5.5 **West Avenue Road markings:** 21/01/18 Email from Cllr. Hanton to Meryl Sherry – Response MS - *West Avenue is a private road and I cannot find that we have ever put junction markings at that point.*

5.6 **Meadowcroft Road adoption** – 22/01/19 email to parishioner to explain the road 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.

5.7 **Pippin Close, Ormesby:** Update from County & Borough Cllr. Ron Hanton. 04.02.19: Planning Department are discussing with the developers.

5.8 **SNAP Meeting:** Update on SNAP meeting which took place on 17th January 2019

5.9 **Speeding signs:** 30mph signs needed in Ormesby St Margaret – clarification required

Appendix A

5.10 **Petrol Station 24 hour alcohol license:** Cllr. N. Lee put in an objection on behalf of the council for the Petrol Station licensing application – any update.

5.11 **Lighting:** Proforma letter is required for lighting

5.12 **Any other updates**

6. Correspondence

Email: Scope: Clothes Bank request

Appendix B

7. Planning (429.01.19)

Notification of Decisions from Great Yarmouth Borough Council:

7.1 *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 – Expires 24/01/24

Approved

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

Approved

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

7.2 *To consider applications received from GYBC for comment:*

06/18/0056/CU: 41 California Crescent, California – **Section 78 Appeal**

Appendix C

8. Finance (430.01.19)

8.1 To authorise the month's expenditure, and to note receipts -

Appendix D

8.2 To authorise transfer of monies from savings account to current account

8.3 To review bank reconciliation

8.4 To formally agree Internal Auditor appointment for interim period for change of Clerk and also 2018/19 year end - Catherine Moore, Clerk for Winterton

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

- Possible grants to be applied for
- Feasibility study to look at alternatives including the option of a ramp
- BID for Scratby Steps
- Step by Step lunch at all Saints Parish Hall

**Action
Cllr. Peck**

**Action
Parish
Clerk/Cllrs.**

10. Ongoing open agenda item for discussion regarding Coastal Erosion

11. Annual risk assessments as conducted by Parish Councillors to be returned

12. To undertake the annual Review and adoption of the Council's Risk Register – amended version

Appendix E

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

To be returned at next Parish Council Meeting 11th February 2019

14. **Unregistered Land** - Cllr. C. Lee
15. **To receive and agree proposed actions from F&GP meeting held on Thursday 24th January 2019.** Appendix F
CGM Contractor – positive feedback from Norfolk Clerk website
16. **Burial Ground Minutes from 02.02.19** Appendix G
17. **To provide an update on the Parishioner Surgeries due to start in February 2019 – Cllr. K. Wendt**
18. **Matters for reporting and items for next agenda**

Matters for reporting:

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 11th March 2019 at The Village Centre, Ormesby St Margaret at 7pm

Jayne Morse

Clerk and Responsible Financial Officer
Ormesby St Margaret with Scratby Parish Council
Published 06/02/19 2019

Draft

Appendix D

11th February 2019

Name	VAT No.	Amount Ex.VAT (£)	VAT (£)	Total (£)
Expenditure for January 2019				
Salaries & expenses		2,944.25		2,944.25
HMRC: Employers & Employees NIC & Tax		343.51		343.51
Nest Pension (DD): Employers & Employees Contributions		156.09		156.09
Pink Office - Stationery		218.21	43.64	261.85
Wave (Water - Recreation Ground)		71.73		71.73
Wave (Water - Allotments)		85.85		85.85
Technicusconsulting - Report for Scratby Steps		150.00	30.00	180.00
Bobby Dazlers (Bins)		75.00		75.00
NALC Training (AGAR)		30.00	6.00	36.00
Rodney Scott (Litter Pick and Hedge cut)		131.00		131.00
Adrian Peck (Key cutting)		19.50	3.90	23.40
MJ Woolston (Gates)		155.00		155.00
Newsletter Editor - Printing (paid by advertising income - see a/c *4660)		354.00		354.00
Total Expenditure		4,734.14	83.54	4,817.68
Income for January 2019				
Burial Fee		220.00		220.00
Interest - Lloyds Main Savings A/C ****2399		2.09		2.09
Interest - Lloyds Community Newsletter A/C ****4660		0.11		0.11
Total income		222.20	0.00	222.20
BALANCES at latest statements as at 31.1.2019				
Lloyds Current A/C ****1387		3,679.03		3,679.03
Lloyds Main Savings A/C ****2399		47,352.14		47,352.14
Lloyds - Savings A/C ****3568		1.19		1.19
Lloyds - Community Newsletter A/C ****4660		2,793.10		2,793.10
NatWest Savings A/C ****7090		64,159.55		64,159.55
Total as at latest available statements		117985.01		117985.01

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