**ORMESBY St MARGARET WITH SCRATBY PARISH COUNCIL**

**Minutes of a meeting of Ormesby St Margaret with Scratby Parish Council**

**Held at 7pm on Monday 8th June 2020 on ZOOM**

**Present:** Cllr Peck (Chairman), Cheetham, Freeman, Green, Jones, Lee, Scott-Greenard, Shulver, K. Wendt, R. Wendt

County Cllr. Hanton.

Nine members of the public

**Chair**: Adrian Peck. **Clerk:** Interim Clerk – Jo Beardshaw

1. **To Welcome Councillors and members of the public.** The Chairman thanked all those present for attending the first Full Council meeting on Zoom
2. **To accept apologies for absence:** Cllrs Bigg, Shrimplin, Gingell, Hill. Cllr K Wendt confirmed that the Parish Council was quorate (1/3 of Councillors present)
3. **Public Forum**
   1. The Chairman adjourned the meeting at 7.03pm for the public session, which had not been included on the agenda

A parishioner noted that (in relation to planning item 8.1) he felt that a legitimate and appropriate objection would be against the size of the plot in comparison to other local building plots. He noted that indeed the proposal would be for a total, ultimately, of 41 properties with access from the road. The parishioner went on to recommend / suggest that the Parish Council could charge for the use of the recreation ground for car parking

Two related parishioners were experiencing issues with audio and gave delegated authority for Cllr Scott-Greenard to speak on their behalf

The Chairman reconvened the meeting at 7.10pm

1. **Declarations of interest:** Cllrs Scott-Greenard and Freeman noted an interest relating to expenses, Cllr Freeman noted an interest on the basis that he sits on the Development and Control Committee at the Borough Council. Cllrs Scott-Greenard, Lee and Jones declared an interest on the basis that they live within the vicinity of the proposed development
2. **Correspondence**
   1. Many parishioners. Concerns regarding the Ormesby Pit relating to ownership and responsibility for the pit, and concerns regarding ducks and other wildlife. The Clerk explained that she had received a very large number of queries and complaints regarding the duck pond over a period of a weekend. She had spoken with various agencies to attempt to save ducks and ducklings living on the pond. She had contacted Anglian Water, Norfolk Fire Service, RSPCA and the Borough Council and had received a positive response (for the future) from the Fire Service. The Chairman suggested that the item be postponed for discussion to item 9.2
   2. Clerk. Subscription to Microsoft renewed (payment on the agenda). One drive renewed so Councillors may have access to PC files. The Clerk explained that she had renewed the OneDrive on the basis that the Council needed to back up files, but also because it would be useful in the future for Councillors to be able to access files on OneDrive. Cllrs agreed with this in principle on the basis that there would then be no replication of files, which can lead to incorrect data being distributed
   3. Chairman. The Clerk explained that the Council had renewed its insurance with Zurich Municipal for a three year long term agreement and that the premium would be £2,539.95. The Clerk also noted that she had discussed (with Zurich) the possibility of the grievance costs being part covered by insurance. The **Clerk** would speak further with Zurich about this during the week. The Council **AGREED** that it was happy for the Clerk to pursue this course of action. The Chairman had also spoken with the insurers to discuss the insurances of different buildings within the parish. He had been informed that the Parish Council should only cover public liability for buildings which it manages itself – such as the Village Centre and the Pavilion, but not the ASPH or Bracecamp. **Cllr** **Freeman** had also been liaising with the insurers, and thanked the Chairman for his research into the matter, and confirmed that he would look into the matter of public liability for ASPH Cllr Cheetham said that he would do likewise for Bracecamp.

Cllr R Wendt noted that as the trustee of the Village Centre is the Parish Council, it does not need to hold its own public liability insurance. Cllr Scott-Greenard noted that the pavilion is an asset within the Parish Council’s register. Cllr Scott-Greenard flagged up that it may be possible that a separate liability insurance may be required for the new Recreation Ground Charity for the Community Garden. **Cllr Peck** would ask the bowls club members for a copy of its insurance documentation

* 1. Chairman. The Chairman had circulated an email regarding a change of location to a tree subject to a Tree Preservation Order. GYBC had written to explain that TPO reference 14 of 2018 (26th April 2019) had been varied. The locations of T1 and T3 had been incorrectly plotted. The Parish Council acknowledged this change

# Finance

It was proposed by Cllr R Wendt that the payments should be made according to the list presented. This was seconded by Cllr Jones and confirmed by the Council

The Chairman totalled the payments for the month as £23,528.96, and recommended this figure for the transfer of funds from the Savings Account to the Main account. This was proposed by the Chairman and seconded by Cllr K Wendt.

# Council reports

* 1. The Clerk had circulated a report from County Cllr Hanton. Cllr Hanton had attended the meeting and explained that the workings of the County Council were continuing as usual, with member involvement more limited due to the pandemic. Cllr Hanton confirmed that he had received no representations from the Ormesby Ward during the month
  2. Cllr Scott-Greenard gave a verbal report which he explained was in fact a tribute to the community. He wished to give a tribute to the businesses who have helped and supported and donated locally, and to the Borough Officers who had helped by volunteering and to the seven volunteers for undertaking the prescription runs. He noted that the community positivity had been overwhelming. The Chairman thanked Cllr Scott-Greenard for his incredible efforts during the pandemic and for enabling the Covid response group at the beginning of the crisis. These thanks were echoed by Councillors
  3. Cllr Freeman noted that he would be circulating a report

# Planning applications:

* 1. **06/20/0156/O.** Land off Foster Close. 33 Dwellings (17 detached, 10 semi detached and 6 affordable plus open space.

The Council had held a meeting on Wednesday 3rd June to discuss this planning application and had postponed a decision until the full council meeting.

The Chairman noted that he had attended the relevant roads, and had measured them, and had found Symonds Avenue, Foster Close and Bracecamp Close. All were found to be 5.3 metres wide. He had also measured Station Road near the recreation ground, which was found to be only 4.3 metres wide.

It was generally discussed that if all the proposed houses are built Station Road would become a ratrun, and with the width of the road very narrow, this would not be safe.

The Chairman asked Cllrs for their thoughts regarding material considerations for any objection. Cllr Freeman noted that he felt that ‘overdevelopment’ would be a valid objection, and ‘loss of habitat’, and ‘loss of agricultural land’. Cllr Lee noted that she felt that the access issues gave the most compelling case. It was noted, though, that the Highways Development Team had already supported the application so the Council did not wish to devote the entire objection to Highways issues.

The Council **AGREED** that it would **OBJECT** to the planning application and detail several serious concerns, but hope to maintain dialogue with the applicant going forwards. **The Clerk** would draft a letter of objection and circulate it to Councillors for approval prior to sending to GYBC

1. **Agenda items:**
   1. To consider nominating members of a management committee for the Recreation Ground, and to receive further information regarding the new charitable status of the Recreation Ground. The Chairman proposed that the Chairman of the Charity should be Cllr Scott-Greenard, and the Vice-Chairman Cllr Bigg, and that they should appoint a committee as they see fit. Cllr Cheetham Seconded this proposal. This was **AGREED**
   2. To consider how the Parish Council may be able to assist parishioners in maintaining the levels of water in the Ormesby Pit. Cllr Scott-Greenard explained that there was an immense amount of community spirit surrounding the Ormesby pit, and that a large number of parishioners had become involved over a recent weekend with cleaning out the pit and refilling it in order to save the ecology of the pit. He recommended that the pit be renamed the Ormesby Duck Pond. Cllr Scott-Greenard suggested that the Parish Council should devolve some responsibility for the duck pond to a village working party and to give the working party some autonomy and possibly a grant for the purpose of maintaining the pond.

Cllr K Wendt recommended that any such working party should have a member liaison / link within the Parish Council. Cllr Shulver noted that the Parish Council should be cautious of any impact of drainage issues surrounding the pond, and be aware that it is a drainage pond and therefore levels of water may impact on flooding within the village.

Cllr Scott-Greenard noted that if the group constitutionalised it could perhaps receive grants, and that he was aware of one grant for £300 which he believed any such group could easily receive. Cllr Scott-Greenard went on to explain that he felt that the Parish Council should nurture their open spaces rather than ‘tick boxes’.

Cllr Green explained the history of the pond and gave some context to the conversation regarding drainage and flooding. The Council thanked him for his input and Cllr Scott-Greenard noted that he would be grateful for any further information in the future

Cllr Freeman explained that he had undertaken a lot of work around 25 years ago on the pond and had arranged the replacement of the clay lining so that the water was retained within the pond. Cllr Freeman noted that he had never known the pond to flood.

**Cllr Scott-Greenard** agreed to be the Parish Council liaison between a potential Duck Pond Working Party and the Parish Council. **The Chairman** would meet with the potential group and discuss plans and ideas and would revert to the Parish Council with a plan and set up an Open Spaces Working Party meeting.

* 1. To consider action / comment regarding the Toilet Block at Scratby. The Clerk had received information from GYBC that the toilet block would be finished within 2 / 3 weeks. The Chairman noted that there had been many complaints regarding environmental health issues in the area. He explained that Covid-19 had prevented the continued refurbishment of the toilet block. Cllr Freeman noted that he had discussed various options with GYBC and had made a formal complaint. He had recommended alternatives such as re-opening the old California toilet block or supplying portaloos to the area. Cllr Freeman went on to explain that essentially the supply chain had broken. Cllr R Wendt noted that he did not think that the opening up of the toilets in California would help matters, due to the long distance from the ramp at Scratby.

**The Clerk** would speak with the sign manufacturers to encourage them to move forwards more quickly with the ramp signage. **The Clerk** would also research ‘social distancing’ signage for the ramp

1. **To note items to be discussed when the PC holds a meeting following the Corona lockdown. The following items were AGREED**
   1. Grievance investigation – next steps
   2. Parish Plan – next steps and when to take them
   3. NALC – review subscription for April 21
   4. Plaques on benches
   5. Allotment tenancy agreement – review. In particular with reference to the size of sheds
   6. Policies to be considered:
      1. Equality and Diversity policy
      2. Disciplinary and grievance policy
      3. Risk Management Policy
      4. Training policy
      5. Complaints procedure
      6. Press and media policy
2. **The next meeting:**

The next ‘meeting’ will take place on **Tuesday July 14th 2020 at 7pm** – likely to be a Zoom meeting. If parishioners wish to participate in the July meeting please contact the Clerk for a code to phone or video conference attendance, or see the zoom link or telephone number on the PC website

The meeting closed at 8.55 pm

Signed: