

Ormesby St Margaret with Scratby Parish Council

Draft Minutes of a meeting held on Tuesday 27th July 2021 at All Saints Parish Hall, Beach Road, Scratby at 7 pm Issued

Present: Cllr. C Lee (Chair), Cllr. M Cheetham (Vice Chair), Cllr G Freeman, Cllr.J Green, Cllr. R Hill, Cllr. P Holley, Cllr. S Bigg, Cllr D Troy, Cllr J Beaumont

In attendance:

Officers : P Stone Parish Clerk

Borough Councillors: R Hanton G Freeman

County Councillor: J Bensly

2 members of the public

The Chair welcomed County Councillor Bensly, Borough Cllrs Freeman and Hanton all parish councillors including Cllrs Beaumont and Troy to their first meeting , and to the members of the public in attendance. This meeting replaced that originally scheduled for 14 July cancelled at short notice due to Covid isolation precautions.

1. To receive apologies for absence

Apologies for absence were received from Responsible Financial Officer John Gingell and Cllr A Grant, Cllr N. Lee, Cllr K Wendt, and Cllr J Rundle.

2. To receive declarations of interest on matters on the agenda

Cllr Freeman notified the meeting of his interest in planning as a member of the Development Control Committee of Great Yarmouth Borough Council

Cllrs Holley and Bigg, confirmed their respective interests in item 15 of the Agenda as members of the Community Events Group, organisers of the Community Fete.

Cllr Green confirmed interest in item 12.2 of the Agenda, his son being one of the parties providing a quote for work.

3. To approve minutes:

3.1 Of the Parish Council meeting held on 15th June 2021

Proposed by Cllr Freeman and Seconded by Cllr Hill. 8 in favour 1 against Cllr Holly.

3.2 Extraordinary meeting held on 29th June 2021

Proposed Cllr Green and seconded Cllr Cheetham 8 in favour 1 abstention Cllr Holly

3.3 To note the minutes of the Finance and General Purposes Committee

Noted.

Review of ongoing action points appended to the agenda

3.4 Proposed litter bin Scratby Premier Stores

Cllr Freeman confirmed a wayleave agreement had been applied for (as the chosen location site belonging to highways had a power cable running underneath). Once the wayleave is granted an invoice for sponsorship of the bin to be issued by the clerk for Scratby Premier Stores.

3.5 Bracecamp Hall removal of Cllr Cheetham as a trustee

Cllr Bigg confirmed that Cllr Cheetham's resignation had now been recorded with the Charities Commission.

3.6 Sam 2 Speed Camera update

As per the report circulated with agendas prior to the meeting, Cllr Lee confirmed that it showed a large increase in traffic (7,000 vehicles) since the relaxation of Covid Restrictions with 10% of traffic travelling in excess of 30mph.

3.7 End of California Avenue No beach access signs (update)

Volunteer asked for to deal with the costing of same no volunteers; carried forward to next agenda.

3.8 Risk assessments

Cllr Lee confirmed all risk assessments had been received by auditor prior to the council's approval of its annual governance and accountability return on 29 June 2021.

3.9 Covid Memorial, Finance & General Purposes committee update

Cllr Lee confirmed that a blank line had been put in the budget to note the desire to make provision for this, but that no sum could be attributed until full proposals of actual projects were received before being able to report back to council.

3.10 Telephone kiosk update

Clerk confirmed that he had spoken to Cllr Wendt and that a second councillor was still needed to join her in respect of the grant application (carry forward to next meeting).

3.11 GYBC Planning direct dial telephone number

Cllr Holley noted that no direct dial telephone number had yet been provided to councillors. Cllr Freeman confirmed a dedicated person at the Borough Council was being allocated to deal with the northern parishes and once this is done a direct dial number would be provided.

3.12 Recording and broadcasting of parish meetings

Cllr Freeman confirmed that media specialist AE Media had confirmed that the cost of a fixed system was likely to be in the region of £6 to £9,000. An alternative would be a portable "owl" system, which would enable it to be used at the Village Centre as well: further information to be requested by Cllr Freeman and provided to the next meeting.

3.13 Telegraph pole car park Scratby Ramp

Cllr Troy confirmed the post was being hit on a regular basis he will deal with obtaining and applying hazard tape to the same.

4. Future meeting dates and venues

Future meeting dates as per the revised schedule provided with hard copy Agenda information pack were duly noted. The next meeting would be held at 7pm on 16th August 2021 at The Village Centre, Station Road Ormesby St Margaret

5. Correspondence Clerk report

5.1 Confirmed numerous emails had been received in respect of the unacceptable standard of grass cutting at the Burial ground and explained the basis of the current contractor's 3 year contract and that the current cost for the work undertaken was very competitive. However, the current standard of work was not acceptable, and that work was being done direct with the contractor in respect of prioritising the burial ground which has led to complaints stopping. A copy of the reply sent to every person that complained was provided to each councillor

5.2 Email enquiry received concerning ownership of a hedge to the rear of 14 Sharpe Way (bordering the burial ground) which the parish council have in the past cut. It was confirmed that details had been requested of ownership of the hedge before consideration of authorising cutting could be undertaken.

- 5.3 Letter received from a parishioner asking why the Saunders bus service Gorleston to Cromer X6 had been withdrawn. Cllr Troy confirmed service was withdrawn following an objection from Eastern Counties Busses and that he was speaking direct to Saunders regarding the possible reintroduction of a service

6. Neighbourhood Plan update

Cllr Lee confirmed there had been a meeting with Collective Community Planning, the advising consultants and that the next steering committee meeting was scheduled for 8th September. Cllr Lee emphasised the scale of the task, and that and that extensive further work would be required by all members. Cllr Beaumont offered her assistance in respect of the same which was gratefully accepted.

7. Ormesby Burial ground and old churchyard

Cllr Lee confirmed that new dog fouling signs had been obtained by Cllr Wendt and that these would shortly be put up. Burial ground fees were a matter for full council to review in the autumn prior to budget setting. It was expected that burial ground rules and regulations would be reviewed at the same time. It was agreed for those councillors interested a visit to the burial ground would be arranged so a better understanding can be had of the location and the problems that we face in respect of maintenance.

8. Scratby Ramp

Date agreed for the Open spaces Committee inspection of ramp 11th August at 7pm. Cllr Freeman will request the Borough engineer to attend.

9. Bench on Scratby Ramp

Cllr Freeman confirmed he has chosen a recyclable type of bench made of plastic. The bench design and location to be considered at the same time as the ramp by the open spaces committee.

10. Public participation Forum

Question raised by as to why the ramp at Scratby is in the current condition and why none of the current problems being experienced in respect of the requirement for remedial works for slippage were not foreseen. Although not required, reply given by parish clerk who confirmed the decision made in respect of the original authorisation for the project was made some time ago by Cllrs who mainly are no longer on the council, particularly in relation to the failure to secure an adequately detailed written contract in addition to the detailed drawings provided. However, advice had been relied on from independent reports and decisions had been made in good faith at the time based on the information and advice given to the council and that the council collectively were responsible for decisions made. Once the issue of remedial works became apparent a new contract was put in place which included provision for a retention. It was acknowledged that and that the council was doing all it could to resolve any outstanding issues, together with any non-contractual aesthetic issues of concern.

10.1 Borough Councillors Reports

Cllr Freeman reported that he had been busy dealing with potholes, dog fouling, bins grass cutting weeds, and a local plan drainage board visit. The multi agency set up sometimes presented problems of timing and co ordination: for example, gutters in Ormesby Scratby and California had now been swept by GYBS services but had to be co-ordinated with Norfolk county council's contractor's weed killing schedules. Exceptional grass growth in July (continued warm weather and rain) had proved a problem borough-wide but GYBC was now getting this under control. He has spoken to Cllr Bensly to report the missing white lines outside the Premier stores at Scratby, along with potholes . NCC staffing issues meant that the parish had not had an environmental ranger since 14 August 2020 however after continued contact Cllr Freeman had now arranged for an environment ranger to attend he parish next month: however in general the level of service from NCC highways had been lacking.

He had arranged for the cutting of the vegetation at the California steps (notwithstanding this was not GYBC's responsibility). GYBC litter and dog fouling meeting had has some anti dog fouling adhesive signs available for use. Litter picking grabbers bags etc provided by GYBC services were available to supply future volunteer community litter picking initiatives, noting that high-vis jackets were required to be worn by all volunteers. Cllr Freeman would order some grabbers for the next community litter pick.

Cllr Hanton reported as follows:

- **Wintergardens, Great Yarmouth**

The country's only surviving seaside cast iron and glass winter garden in Great Yarmouth will receive a new lease of life with nearly £10 million in lottery funding. Additionally, £4.075 million of the £20.1million awarded by the Governments' Town Deal was also awarded for this project, which means that the £14 million pound bill for the restoration of this property has been totally met from outside funding. This Grade II listed structure is in desperate need of repair and had been at acute, immediate, risk of loss. With the new funding it will be restored to its former glory as a 'People's Palace' on the seafront, bringing new life to the heart of the town.

The year-round attraction will have gardens and seated areas, and offer relaxation, education and entertainment. It will be a year-round free carbon neutral attraction, creating jobs, and featuring new planting to reflect the Norfolk towns' historic global trading links. There will also be a new first floor with galleries, viewing areas and an education space. It is estimated that this project will also create 90 new jobs.

- **East Suffolk and Great Yarmouth Borough Council are teaming up to bid to become the 'UK's City of Culture 2025..**

The bid focuses on the resort towns of Great Yarmouth, Gorleston and Lowestoft which all have centuries of connection with the sea and the world beyond and will showcase the region's "rich and multi-layered culture" as well as its "buildings and landscapes", to create "a cultural legacy for future generations. The programme planned for a UK City of Culture 2025 will include everything from visual arts, literature, music, theatre, dance, combined arts, architecture, crafts, design, heritage and the historic and natural environment, to museums, galleries, libraries, the spoken word, film, broadcasting and media, video games, animation, visual and special effects, photography and publishing.

The decision whether our bid has made it onto the long list will be announced in September 2025 with the UK City of Culture 2025 being announced in May next year.

- **Great Yarmouth Preservation Trust**

Great Yarmouth Preservation Trust (GYPT) was established in 1979 as a response to the threat faced by many of the town's historic buildings. The Trust was created to acquire heritage assets at risk, fully restore them back to viable economic use and then ring-fence any income generated for their long-term management and maintenance. It has secured thousands of pounds outside funding to help support its endeavours. Buildings and constructions restored and being put to other use would include such likes as, Hemsby Barn (dates back to circa 1270), The Yare Gallery, St. John's Church, The Iron Duke Public House, The medieval Pinnacle and North West Towers and Yarmouth Town Walls.

In 2015 GYPT established Norfolk Conservation Limited (solely owned by GYPT). All of its profits go to GYPT to support its ongoing activities.

Since 1979 the Trust has completed and achieved (the majority since 2010):

- 25 residential units created.
- 31 projects completed.
- 644 volunteers engaged.
- 61,000 volunteer hours delivered.
- £18.4M value of work generated for the local economy.
- 11 buildings removed from the Heritage at Risk Register.

10.2 County Councillor's report

Cllr Bensly reported that since the last meeting covid 19 cases had risen rapidly in the parishes of Ormesby, Hemsby, Somerton and Winterton requiring the deployment of enhanced testing by Public Health England in these areas, and thanked the Parish Council for its positive and speedy response in for making the Village Centre available for enhanced testing and organising community volunteers to deliver notices. Case numbers had now decreased from a peak of 48 on 19th July to 32 on the 24th but were subject to change as test results came through.

Cllr Bensly was receiving calls in respect of bus services being cancelled and that he supported councillor Troy's suggestions in respect of reintroduction of the Saunders bus service.. He confirmed the action taken at Hemsby by Richardson in respect of the Norfolk day event in the light of Covid increases at the time had been the right cause of action in cancelling the event. Lastly he noted that speeding was a huge issue in the northern parishes and he would be happy to deal with council's shortly to be appointed speed and safety working party on possible new initiatives such as traffic light programming. He was dealing directly with a parishioner in Ormesby with concerns in respect of speeding issues.

11. Personnel committee report

Cllr Freeman confirmed following clarification from the elections team at the Borough Council that the Co-option of Jo Beaumont as a councillor had been valid and apologised to Cllr Beaumont for the way in which the matter was raised by a councillor at the last meeting. He emphasised the need for ongoing training for all councillors and that further training would be instigated from September. To date two new councillors, David Troy and Jo Beaumont, together with the clerk had already attended a one day training session which had proved most valuable.

12. Finance

12.1 Ratification schedule of invoice payments for June and authorisation of transfer of funds to cover payments

Cllr Lee noted that following the cancellation of the meeting originally scheduled for 14th July 2021 the payments requested on that agenda were nonetheless required to be made and to this effect the clerk had requested by email dated 16th July the council's authority to make these payments to meet contractual obligations together with the required transfer of funds from the savings account to the current account.

Accordingly (i) the following payments had subsequently been made:

NAME	DESCRIPTION	Invoice Number	NET	VAT	GROSS
EE	Parish Mobile Phone		12.47	2.49	14.96
Public Works Loan Board	All Saints Parish Hall Loan Repayment		18,653.69		18,653.69
Mrs J Simpson	Opening of Gates		150.00		150.00
Rodney Scott	Letter Pick		52.50		52.50
SSAF window Films & Graphics	Acrylic panel for new community notice board		44.75	8.95	53.70
Clerk's Admin Costs	July admin fees for Parish Clerk		1,434.70		1,434.70
Clerk's Admin Costs	June admin fees for Parish Clerk		129.70		129.70
HMRC	Clerks HMRC Payments		353.53		353.53
Catherine Moore	Internal Audit Fee		262.50		262.50
Kathryn Wendt	Anti dog fouling signs for Burial Ground		49.00	9.80	58.80
GYBS	Beach Cleaning April 21 - March 22	783	2,809.00	561.80	3,370.80
GWL Security Ltd	Key cutting and key cabinet	4527	55.83	11.17	67.00
					-
					-
			£24,007.67	594.21	£24,601.88

And (ii) a transfer of £5,700 from the council's savings account to its current account was made in order to meet these payments.

It was resolved that the above actions as set out and detailed in the schedule above be and is hereby ratified: proposed Cllr Cheetham seconder Cllr Green unanimous.

12.2 To approve a quotation for fence repairs – boundary of lay by, Yarmouth Road Ormesby

Proposed Cllr Freeman to accept quote of £380 seconded Cllr Hill unanimous (Cllr Green abstaining from the discussion and vote because of a disclosable interest). It was noted that this quotation had been provided on a like-for-like basis in terms of the quality of materials provided, and that the successful provider of the quotation had already undertaken repairs to other parts of the fence. Notwithstanding this it was noted that a fuller specification be requested in relation to any future quotations for works.

13 Continuation of the meeting

At 9.00 p.m Cllr Lee noted that under the council's standing orders the maximum time for a meeting was two hours. It was therefore proposed by Cllr Green and seconded by Cllr Hill that the meeting be extended to enable conclusion of the business on the agenda. Unanimous.

14. To note Planning applications and to comment thereon as consultee

- 14.1 06/21/0496/F Renewal of planning permission double garage Beechcroft 74 Station Road Ormesby St Margaret NR29 1RR Report Cllr Hill renewal of lapsed permission no objection.

- 14.2 06/21/0434/TCA Fell dead cedar tree to ground level Report Cllr Hill confirmed dead no objection to removal
- 14.3 06/21/0560/F Proposed first floor extension to east facing side elevation with roof light 4 Bracecamp Close Ormesby St Margaret NR29 3PR Cllr Hill did not attend as no plans supplied by council to consider application.

15 Planning Decisions noted

- 15.1 06/21/0126/CU 27 Station Road Ormesby St Margaret change of land from agricultural to garden and fencing, – *approved* subject to commencing within 3 years
- 15.2 06/210250/F 1 Filby Lane Ormesby St Margaret NR29 3JR Removal of conifers to boundary and replacement with concrete posts and close boarded fencing – *approved* subject to commencing within 3 years
- 15.3 06/21/0343/F 27 Leathway, Ormesby St Margaret NR29 3QA Rear extension to kitchen/dining room – *approved* subject to commencing within 3 years
- 15.4 06/21/0230/F 25 Station Road Ormesby St Margaret NR29 3NH Dropped kerb and amend access angle onto Station Road – *approved* subject to condition and commencement within 3 years
- 15.5 06/21/0215/F 51 North Road, Lilac Cottage Ormesby St Margaret NR29 3LD First floor rear extension and alterations to roof *approved* subject to commencing within 3 years

Cllr Hill noted hsi concern that one planning application had been received by email without appended plans and timing difficulties in having plans approved if no extension of time was provided by the Borough. Committee membership including that of the PC planning committee would be addressed at the August meeting and as part of this to agree a mechanism for all councillors to be circulated with plans for comment, the planning committee to comment on routine planning applications and direct these back to GYBC via the clerk so as to meet the consultees obligations in a timely fashion.

16 Parish Fete Report update

The clerk noted that confirmation of the Road closure order from Norfolk County Council and of the Community Events Groups' public liability insurance for the day had been provided to him .

In the absence of Cllr Rundle, a report was given by Cllr Holley who confirmed all procedures were in place having consulted with relevant local government agencies, risk assessments done, public liability insurance in place, all participants had their own appropriate public liability insurance and licensing arrangements and two teams of volunteers ready, one to litter pick and another to man the road closure barriers. He also confirmed that as a multi person event the Viking re-enactment would no longer be taking place and that all activities occurring on the day would be single person. Cllr Lee as chair thanked Cllr Holley for the update and for ensuring that the Community Events Group understood its responsibilities for organising and managing the event, the desire for which was understood, and wished them every success with it.

The meeting was closed at 9.23 pm.

Christine Lee

Chair

Ormesby St Margaret with Scratby Parish Council