

Ormesby St Margaret with Scratby Parish Council

**Minutes of a meeting held at 7pm on Monday 13th September at All Saints Village Hall
Beach Road Scratby NR29 3AJ**

Parish Councillors present: C Lee (Chair) M Cheetham, J Beaumont, S Bigg, John Green, A Grant, R Hill, P Holley, J Rundle, J Shrimplin, D Troy, K Wendt

In attendance: County Cllr J Bensley, Borough Cllr R Hanton

Officers: Philip Stone Clerk, J Gingell Financial Officer

15 members of the public

1. Apologies

Councillors N Lee and G.Freeman, Accepted.

2. Declarations of Interest

Councillors are invited to declare a previously undisclosed interest relating to items on the agenda.

A.Grant items 10 and 11 (California toilets and defibrillators)

K Wendt 4.2 and 16 (telephone kiosk and finance)

C. Lee items 11 and 15 (expenses and chair of Village Centre management committee)

3. Minutes of the previous Meeting

The minutes of the last meeting of the council held on 16th August 2021 were agreed as a true record.: Proposed J Green Seconded R Hill: unanimous.

4. Matters Arising-to receive clerk update

4.1 Sam2 camera Data from locations around the parish

Email report provided to councillors, no comments made

4.2 Scratby telephone kiosk funding

Thanks given to Cllr Wendt for successful grant funding application for phone box and associated items, receipt of funding confirmed.

4.4 Scratby ramp retention works

Confirmed remedial works completed.

4.5 Replacement of right of way sign Jubilee woods

Confirmed carried out by Cllr Troy.

4.6 Public toilets at California

Confirmed consultation had been taking place with GYBC and that there is a possibility of the council acquiring the toilets on a long lease as long as they continue to be used as toilets and that they are run and maintained by the Parish Council.

4.7 CGM on going negotiations concerning standard of grass cutting

Confirmed negotiations still ongoing in attempting to get CGM and their grass cutting and maintenance of the burial ground up to a standard that is acceptable.

4.8 Defibrillator provision report Scratby and Ormesby, recommendations and potential funding

Heart to Heart's report for defibrillator provision provided to all councillors and the Clerk's recommendation for acceptance and adoption of report

4.9 Burial ground fees

Provided to all Cllrs note of existing burial ground fees charged for Ormesby together with note of fees charged by Hemsby and Caister, Clerk recommendation to increase fees to a flat fee of £700 per burial or internment.

4.10 New community notice board Scratby

Confirmed now erected on the wall Rottenstone lane toilets, Scratby cliffs, and key now available for collection by users.

4.11 Recreation ground matting under swings

Confirmed work being carried out on the 29th and 30th September and new matting installed on 1st October.

4.12 Recreation ground hedge bordering station road and new east gate

Confirmed hedge cut to an acceptable and much improved height and new east gate installed.

5. Public Participation (10 minutes)

5.1 To receive reports from Borough and County Councillors

Email written reports (as appended to these minutes) received from Borough Cllrs R Hanton, and Cllr G Freeman and County Cllr J Bensly were noted and additional written report concerning GYBC's winter cultural events offering was given by Cllr Hanton.

Question raised by Cllr Wendt in respect of awaited California Road street sign.. Clerk confirmed this sign had been on order for some time: he would check the situation and report back.

5.2. An opportunity for the public to address the council – 10 minutes

Concern shown by members of the public in respect of speeding on Beach Drive and Beach Road Scratby and demands made for action by the council in respect of instigating further preventative measures. Request for a community police officer to attend council and to report on the current situation

Confirmed by Cllr Lee how seriously the council took the issue hence the proposed introduction of a new working party chaired by Cllr Holley to deal with the council's response to speeding. Clerk to request attendance of a community police officer at next meeting.

Clarification requested to be obtained from the Coastal Villages Partnership in respect of their planned timing out of lock down and the availability of face to face appointments: Clerk to make enquiry

Enquiry made in respect of the use of All Saints Parish Hall in respect of the times it is open the number of booking groups it has and its financial situation. Confirmed that the Parish Council owns the Hall but that it is run by a separate charity and that all enquiries should be directed to the trustees of the charity for their formal response. Clerk confirmed receipt of an email from a member of the public in attendance and that it had been sent to the trustees for their reply. Confirmed once response is to hand a copy will be duly publicised.

6. Planning Applications to consider in the capacity of consultee:

6.1 06/21/0664F Liliy Bate Barn Scratby Road Ormesby St Margaret Great Yarmouth NR29 3NL

Erection of garage with attic storage <https://planning.great-yarmouth.gov.uk/OcellaWeb/planningDetails?reference=06/21/0664/F&from=planningSearch>
Unable to comment none receipt

Unable to comment as no documentation provided by Local Authority Planning Department

6.2 06/21/0666/F 70 Station Road Claeg Ormesby St Margaret Great Yarmouth NR29 3NH Erection of 1.5 storey extension to front of property replacing the garage

Neighbours' objections noted but no formal comment possible as plans not provided by Local Authority Planning Department

6.2 06/21/0726/CD Beechcroft 74 Station Road Ormesby St Margaret NR29 3NH Discharge of conditions 7,9,11 and 12 of PP 06/17/0364/0 <https://planning.great-yarmouth.gov.uk/OcellaWeb/planningDetails?reference=06/21/0726/CD&from=planningSearch>
Renewal for landscaping: no objection

6.3 06/21/0705/TRE 1 Bracecamp Close Ormesby St Margaret NR29 3PR Works to TPO trees shape and height reduction <https://planning.great-yarmouth.gov.uk/OcellaWeb/planningDetails?reference=06/21/0705/TRE&from=planningSearch>
No objection to proposed work but clerk to ask if the tree officer has recommended this work as a result of the application, if not to ask that the tree officer attends and makes recommendation.

6.4 06/21/0538/F 29 The Esplanade Scratby. Cllr Wendt noted parishioner comments in respect of loss of view, however in terms of valid planning objections the clerk to reply that in making a decision consideration should be given to the location of the property within the shoreline management plan which states there should be no new development.

7. Personnel committee report -Cllr Freeman to update on meeting of 7 September 2021

In the absence of Cllr Freeman Cllr Cheetham reported that the committee met on Tuesday 7th September and agreed the following:

- To advertise for a permanent Responsible Financial Officer for 5 hours per week/20 hours a month
- Agreed the clerk's training costs for the CILCA qualification (£800 approximately) and discussed the clerk's pension provision.
- Review of a letter of grievance recently received in respect of a councillor and agreement of next steps in terms of the appropriate form of investigation in accordance with the council's grievance, code of conduct and anti-bullying policies.

8. Scratby Ramp: Ratification of decision to release retention following completion of outstanding works in the sum of £1,257.50 Proposed Cllr K Wendt seconded Cllr A Grant no objection unanimous.

Cllr Bensly left the meeting.

9. Internal Audit Report recommendations:

9.1 Ratification of co-option of Nigel Lee 14th December 2020 and Robert Hirst 8th March 2021

Proposed Cllr Green Seconded Cllr J Shrimplin unanimous

9.2 Ratification of budget setting on 11th January 2021 Proposed Cllr J Green Cllr J Shrimplin unanimous

9.3 To consider the future of "Ormesby St Margaret with Scratby Recreation Ground and playgrounds" charity no 1189610 and to arrange a meeting date of the Parish council (its sole corporate trustee) acting in that capacity to consider the same.

Proposed Cllr A Grant holding a separate meeting of the council as trustees to wind it up

Seconded Cllr J Beaumont, no objections: noted that as a private charity meeting this meeting could be held via zoom.

- 10. California Toilets:** To consider an opportunity to increase toilet provision at California by taking a long term peppercorn repairing lease from GYBC (council to finance all associated costs).

Discussed by council who were unanimous in requesting clerk to make further enquiry and establish the exact terms on which the toilets could be acquired. During the discussion Cllr Holley made a comment contrary to the council's equal opportunities and diversity policy and was reminded by the chair of its applicability.

- 11. Defibrillator Provision:** Proposal councillor Cheetham for adoption of report findings from Heart to Heart and initial funding of two defibrillators; further provision to be reviewed in January 2022. Seconded by Cllr Holley unanimous. Clerk confirmed initial council spend would be £1400 for a defib at Scratby ramp plus replacement of battery to defib at Green Farm caravan park; the Village Centre Ormesby would look to confirm payment from their own separate charity funds once approval obtained from trustees. Cllr Bensly will look to fund defibs for schools in Ormesby. Clerk confirmed 3 refurbished cabinets will be provided by Heart to Heart which will enable defibs at Bracecamp Hall, the Recreation ground pavilion and Scratby All Saints Hall to be mounted externally and available 24 hours a day. Confirmed clerk authorised to order 1 defib and cabinet.

Request by Chair Cllr Lee to extend meeting in accordance with 3(x) of the Standing Orders proposed Cllr Cheetham Seconded Cllr Green: unanimous

- 12. Burial ground fees:** Proposal councillor Cheetham increase of burial ground fees from £250 basic fee plus £50 fee for reservation of plot to £700 flat fee (such fee incorporating fee for the erection of a headstone) under 12 years keep

Amendment proposed Cllr Wendt amendment to increase each burial ground fee by £100 so that burial - £250 to £350, burial of cremated remains £250 to £350, memorial headstone £120 to £220 and reservation of plots £50 to £100, with no fee for children under 12 to remain in place. Seconded Cllr Bigg: Unanimous

- 13. Consideration of revised quote from CGM for collecting of risings at burial ground**

CGM quote considered by Council to be unacceptable. Proposed Cllr Holley that clerk looks at extricating the council if possible, from the current contract with CGM in respect of the burial ground and obtains prices from alternative providers for the work. Seconded Cllr Shrimpli: unanimous

Cllr Beaumont left the meeting.

Cllr Grant left the meeting.

- 14. Councillor training:** Proposal Councillor Hill not to appointment any councillor to a committee unless they have undertaken basic councillor training or have served as a councillor for a minimum of 5 years and in the case of planning had specific related training.

Following discussion it was agreed in principle that no appointments to committees be made unless new councillors have received initial training, and in the case of existing councillors, that ongoing training is maintained to the satisfaction of the personnel committee.

Cllr Hill Left the meeting.

15. To note appointments to Committees and working parties

Cllr Wendt observed that the council could not approve agenda item 16 (appointments to working parties and committees) and 17 (Financial payments and administration) because the papers relating to these items were circulated to councillors by email on 12 September, less than three clear working days before the meeting, a view supported by Cllrs Holley and Bigg.

Whilst noting the desire wherever possible to produce papers as early as possible both the Chair and the Clerk confirmed that the statutory requirement related to the publication of the agenda, and not the papers, which were circulated as soon as received. However Cllrs Wendt, Bigg and Holley refused to accept this point and meeting was closed by the chair at 9.50 p.m, noting that formal advice would be sought as to the validity of the point made

In view of item 15 above the following items would of necessity regrettably be deferred::

Appointments to committees and working parties

Financial matters payments and administration,

Clerk's correspondence report.

16 Additional Future Agenda Items

Day huts and redevelopment of Scratby Green

The Meeting closed at 9.50 pm.

Draft minutes issued by clerk Philip Stone
Ormesby St Margaret with Scratby Parish Council
Issued: 22 September 2021