

Ormesby St Margaret with Scratby Parish Council

AGENDA

(Issued 18th October 2021)

Minutes of a meeting held on Monday 11th October 2021 at 7pm at The Village Centre, Station Road, Ormesby St Margaret, NR29 3PU

Parish Councillors present: C Lee (Chair), M Cheetham (Vice Chair), J Beaumont, Geoff Freeman. A Grant R Hill.

P Holley. J Rundle J Shrimplin D Troy K Wendt

In attendance: County Cllr J Bensley, Borough Cllr R Hanton G Freeman Officers: Philip Stone Clerk

10 members of the public

1. Apologies

Apologies considered for absence. and accepted John Green, Nigel Lee, Robert Hirst, Silvia Bigg

2. Declarations of Interest

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

Christine Lee item 6 (expenses September 2021) Geoff Freeman item 14 (member of GYBC Development Control Committee), Kathryn Wendt 4.5 (Breakfast Club vouchers) and 13 (Scratby Telephone kiosk), P Holley 16.5 (playground equipment); A Grant 4.2 (provision of defibrillator at California Sands).

3. Minutes of the previous Meeting

Minutes of the last meeting of the council, an extraordinary meeting held on 5th October 2021 were approved subject to the amendment of item 7.6. (insertion of dates) requested by K Wendt.

Acceptance of minutes proposed A Grant seconded R Hill. Approved 9 in favour 2 against Objection P Holley: the Chair again explained that minutes are not a verbatim record of what was said but a record of decisions taken.

4. Matters Arising-to receive clerk update

4.1 Confirmed remedial works to swings at Edgar Tennant recreation ground completed.

4.2 Defibrillators on order

4.3 Scratby Ramp Bench minutes 9th March 2020 referred to which confirmed acceptance of £500 for bench, design agreed non burning material and that any maintenance of bench would be undertaken by Cllr Freeman who donated the funds for the purchase of the bench. Agreed clerk to order bench.

4.4 Councillor training confirmed a further councillor had been booked on a course and was due to undertake initial introduction training. Cllr Rundle reaffirmed his commitment to training and asked to be booked on the next available course. Clerk to book.

4.5 Breakfast club vouchers for Ormiston Flegg Academy (reference minutes of December 2020) confirmed the initiative of Cllr K Wendt as previously agreed should be carried out and confirmation letter obtained by Cllr Wendt from the school confirming the continuing need prior to purchase of food vouchers to the total of £200.

4.6 Councillor conduct 5th October 2021 concerning the council's code of conduct. Confirmed the conduct shown at the last meeting was unacceptable and fell considerably short of the conduct expected in accordance with the code of conduct adopted by the council on the 15th June 2021. (further copy code of conduct provided to all councillors) Application of the code page 2 emphasised and all councillors informed if they failed to comply with the code that the clerk would seek to enforce it via the monitoring officer.

5. Public Participation (10 minutes)

5.1 To receive reports from Borough and County Councillors p written reports received and noted from Borough Cllr R Hanton, G Freeman and County Cllr J Bensly (as appended to these minutes).

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

Question asked why the trees which form a hedge along the path way from station Road to the burial ground could not be removed parishioner confirmed receipt of a quote for their removal of £1,500 question noted, chair noting that there were issues as to ownership, and agreed that council would happily receive the quote and consider the issue at a future meeting.

6. Ratification of Financial income and expenditure statement and payments for September 2021 as authorised by clerk and responsible financial officer in accordance with the National Association of Local Councils Model Financial Regulations 2019 clause 5 as adopted 18th May 2021

The following income and expenditure for September 2021 was duly noted and ratified, with the exception of Cllr Lee's expenses, which were duly authorised forthwith together with a transfer of £3,000 from the Council's Lloyds savings account to its current account.

DATE OF INV	DATE OF DD	NAME	DESCRIPTION	Invoice Number	NET	VAT	GROSS
26/03/2021		Munnings Construction	10% retention payment on completion of snagging for Scratby Ramp	1307			£ 1,257.42
25/08/2021		JG Carpentry Services	Materials and labour: repairs to church layby fence Ormesby				£ 380.00
26/08/2021		GYB Services	Tree works at Ormesby Burial Grounds		£ 357.70	£ 71.54	£ 429.24
31/08/2021		Clerk's Admin Costs	Parish clerk admin fees August				£ 1,434.70
31/08/2021		HMRC	Clerk's HMRC payments				£ 353.53
01/09/2021		Janet Simpson	Gate opening/closing at Recreation Ground				£ 155.00
02/09/2021		Clerk Expenses July	Clerk's expenses for July 2021				£ 146.00
02/09/2021		Clerk Expenses August	Clerk's expenses for August 2021				£ 175.80
	03/09/2021	EE Limited	Clerk's mobile phone		£ 12.47	£ 2.49	£ 14.96
	06/09/2021	British Gas Trading	Electricity at pavilion, recreation ground				£ 19.84
10/09/2021		Cllr C Lee expenses	Printer ink, Land registry fee and meeting recording subscription				£ 81.42
Total Expenditure					£370.17	74.03	£ 4,447.91
Income							
	03/09/2021	Communities Fund	Grant for telephone box, Scratby (To be ringfenced)				£ 7,099.00
	06/09/2021	Dimascio	Concession payment				£ 1,625.00
Total Income							£ 8,724.00
Bank Balances as at							
30/08/2021		Lloyds Main A/C - ****1387					£ 4,513.98
30/08/2021		Lloyds Savings A/C - ****2399					£ 30,488.84
30/08/2021		Lloyds CNews A/C - ****660					£ 1,458.71
30/08/2021		Lloyds Expense Account A/C ****2060					£ -
30/08/2021		Lloyds Static A/C - ****3568					£ 1,387.42
30/08/2021		Natwest A/C - ****7090					£ 40,001.00
30/08/2021		Nationwide 125 Saver					£ 64,814.99
							£ 142,664.94

Ratified Proposer Cllr A Grant seconder Cllr G Freeman 10 in favour one abstention Cllr C Lee

7. Financial Matters Payments and Administration

7.1 Schedule of income and expenditure for October as set out below approved proposed Cllr K Wendt seconder Cllr R Hill unanimous

7.2 Bank transfer of (i) £3,741 from Lloyds savings account to current account to meet the above payments and (ii) transfer of £7,099 from current account to savings account in order to ringfence grant money received in September for the Scratby Phone kiosk: proposer Cllr K Wendt seconder Cllr G Freeman unanimous.

7.3 Bank transfer of £10,000 from the Lloyds Savings account to Natwest account in order to ensure the all the council's accounts remain within the Financial Compensation Scheme Limits on the recommendation of the Responsible Financial Officer: proposer Cllr J Shrimplin seconder Cllr K Wendt approved unanimously.

Expenditure	Supplier	Details	Invoice Number	Net	Vat	Gross
01.10.21	EE	Parish Mobile Phone		14.96	2.49	17.45
06.10.21	BG	Pavaillon		18.90	0.94	19.84
24.09.21	Norfolk Parish Training & Support	Clerk Training Sept 21 - March 22	19246	295.00		295.00
27.09.21	Norfolk Parish Training & Support	Induction Clerks & Councillors 15/16-11-21	19275	50.00		50.00
01.10.21	Janet Simpson	Sept Gate opening		150.00		150.00
04.10.21	Rodney Scott	Litter Pick - Sept		31.50		31.50
31.10.21	Clerk	Admin Costs		1360.50		1360.50
21.10.21	HMRC	Tax nad NI payments re Sept Salaries		427.73		427.73
TBC	CGM	Burial Ground May 21 Missing Invoice	TBC	150.00	TBC	150.00
	PWLB	Village Centre		1333.75		1333.75
Total Expenditure				3832.34	3.43	3835.77
Income						
09/09/2021	Interest	a/c 24183568		0.01		0.01
09/09/2021	Interest	a/c 24184660		0.01		0.01
09/09/2021	Interest	a/c 207112399		0.28		0.28
09/10/2021	Interest	a/c 24183568		0.01		0.01
09/10/2021	Interest	a/c 24184660		0.01		0.01
21/09/2021	GYBC	Precept Balance		48,166.50		48166.50
05/10/2021	Dutton	Beach Hut Invoice		150.00		150.00
						48,316.81
Bank Balances as at						
30.09.21	Lloyds Main A/C - ****1387					10,193.69
30.09.21	Lloyds Savings A/C - ****2399					80,139.05
30.09.21	Lloyds CNews A/C - ****660					1,458.72
30.09.21	Lloyds Expense Account A/C ****2060					-
30.09.21	Lloyds Static A/C - ****3568					1,387.43
30.09.21	Natwest A/C - ****7090					40,001.00
30.09.21	Nationwide 125 Saver					64,814.99
						£ 197,994.88

8. Bracecamp Parish Hall – appointment of Parish Council representative(s) to represent the Parish as Custodian Trustee,

The obligations and responsibilities as custodian trustee of the Bracecamp building were explained by Cllr C Lee who confirmed that the council had received enquiry from the Bracecamp Committee and Cllr S Bigg (Ex chair Bracecamp committee) for clarification of the council's position as custodian trustee and that this had been confirmed on examination of the existing trust deed following which Cllr S Bigg had resigned as chair and council representative. The letter from Cllr Bigg raised further operational questions relating to Bracecamp and its day to day running which have been forwarded to the Bracecamp committee for their formal reply.

Cllr Lee proposed herself as the councils representative as the custodian trustee at the Bracecamp seconder Cllr R Hill: unanimous.

9. **Amendment of Standing Orders** to provide further clarity in respect of the extension of meeting times on going unable to confirm today extend in 30 minute intervals. Conditional resolution made to amend standing orders in 30 minute segments . proposer Cllr A Grant seconder Cllr K Wendt unanimous clerk to confirm following clarification guidance from NALC if this is possible with out suspending standing orders.
10. **Personnel committee report** -Cllr Freeman updated council on meeting of 27th September 2021 and confirmed advice was being sought in respect of an employment matter with expenditure agreed of £250 exclusive of VAT.
11. **F& GP committee report** update given by Cllr C Lee on meeting of 27th September 2021

confirming expenditure approved for personnel committee to obtain advice not exceeding £250 exclusive of VAT.

12. Proposal Councillor Shrimplin authorise clerk to investigate and look at the procedure required for separating Scratby from Ormesby St Margaret Parish council and to report to council at next meeting seconded by Cllr C Lee 10 for 1 abstention (Cllr G Freeman) proposal approved.

13. Scratby Telephone kiosk update received Cllr C Wendt, suggestion made by Cllr R Hill that planning permission needs to be obtained before proceeding further in accordance with *New World Payphones Ltd v Westminster City Council & Anor 2019*. Cllr Wendt authorised to work with the clerk to clarify the position and do all that is required to move the matter forward including applying for planning permission if deemed necessary. Proposed P Holley, seconded Cllr M Cheetham unanimous.

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

6.1 06/21/0771/F 20 Conifer Close Ormesby St Margaret Great Yarmouth NR29 3RU

Erection of a timber single storey granny annex for ancillary use to main dwelling

Report Cllr Hill proposed recommendation comment to be put forward to council not to be sublet or sold of as a separate unit seconded Cllr A Grant unanimous.

15. Licence Application extension of opening hours Angelo's Café California from 9am -5pm to 9am to-9pm seven days a week Cllr Wendt report recommendation no objection.

16. Correspondence clerk report, clerk confirmed:

16.1 Email correspondence from Parishioners thanking the council for the work done at the burial ground to the memorial area

16.2 Email correspondence from Parishioner thanking the council for work carried out and in particular the recent cutting back work to the footpath near the school

16.3 Allotments one surrendered one new applicant

16.4 Request for bricking up of unused door at playing field pavilion

16.5 Request councillor Holley for consideration of kids and adult apparatus at All Saints Scratby Agreed item should be made an agenda item for next meeting

16.6 Parishioner request for action pavement Station Road Ormesby confirmed this had been actioned and the work to be carried out scheduled

Meeting closed 20.44

Philip Stone

Clerk@ormesby.org

Ormesby St Margaret with Scratby Parish Council

Issued:18th October 2021