

# Ormesby St Margaret with Scratby Parish Council

## Minutes of Ormesby St Margaret with Scratby Parish Council Meeting held on

Monday 9<sup>th</sup> June 2025 at 7.00pm

All Saints Parish Hall, Beach Road, Scratby

**Present:** Chairperson: Kathryn Wendt.

Vice Chairperson: Geoff Freeman

Councillors: Pete Holley; Amanda Deeks; Jim Shrimplin.

Minute Taker: Stephanie Davies

### **Apologies for Absence**

Cllr Simone Calnon, Cllr Andy Grant.

The meeting was opened by the Chairperson who welcomed attendees, introduced the Parish Council to the members of the public and explained the running order.

### **Declarations of Interest**

Cllr Wendt and Cllr Holley both have expenses to declare.

### **Interim Clerk**

Steph Davies to act as interim clerk (taking minutes) until new clerk can be appointed, Proposed Cllr K Wendt, seconded Cllr J Shrimplin, unanimously carried.

### **Approve Minutes 12.5.25**

The minutes, having been previously distributed, were confirmed as a true record. Item 7, open spaces pertaining to a quote for a door frame replacement to be deleted from the record. Proposed Cllr P Holley, seconded Cllr G Freeman, signed by the Chairperson.

### **Co-Option Scratby Ward Councillor**

It was agreed to co-opt Clive Ingram to the parish council, proposed by Cllr A Deeks, seconded by Cllr J Shrimplin, unanimously voted on to the council. Advised may observe tonight's meeting but will have no voting rights until the official documentation has been completed. Cllr S Calnon will provide the relevant documentation.

### **Open Forum**

This was an opportunity for members of the public to address the Parish Council with any concerns. The following points were raised by parishioners:

- Concerns raised that the budget is currently unavailable for public view.
- Co-option of Parish Councillor, where was the vacancy advertised?
- Why have names been published on grave plots, does this breach GDPR?
- Is there a village notice board in Scratby? Cllr Freeman advised there was a possibility of one being sited by the bus shelter.
- Concerns were raised that Borough Councillor Rundle had not attended any parish council meetings or sent any reports in from GYBC. Will the parish council continue to pursue his lack of presence?
- Ormesby Village Centre, why was this on the agenda? Shouldn't a trustees meeting be held first to discuss this?

All items will be reviewed by the parish council in due course.

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## **Report from GYBC Cllr G Freeman**

**Inconsiderate parking within the village.** Two disputes had occurred where motorists had ignored the double yellow lines. Some of the roads are quite narrow and occasionally driveways are being blocked by inconsiderate parking. Cllr Freeman requested that photographs be taken of inconsiderate parking, and these will be passed to Norfolk Police.

**Overgrown hedges.** A standard letter will be sent to residents advising them of their responsibility to maintain boundary hedges.

**Roadworks.** There are several ongoing roadworks around the parish, they are mostly associated with improving the broadband network.

**Planning.** Planning applications have been quiet. The Barton Way development has had a few minor changes including access to affordable housing for residents of Ormesby St Margaret, Scratby and California, then Hemsby. Flagship Housing have confirmed the percentage of affordable housing, they will then release the plan for construction.

**Smoke House.** The site is busy on a Thursday, and this has led to some parking issues.

**Grit Bins.** Funding for a grit bin has been applied for, County Cllr J Bensley will fund this. Gritting routes will be discussed in due course.

**Citizen Advice Bureau.** This is now available in the library building in the Market Place, Cllr Holley will ensure this is on the PC website.

Cllr J Shrimplin raised the issue of the public toilets in Scratby, the poles in the carpark are not marked and may pose a risk to the public. Cllr Freeman advised that they are owned by Power Networks, GYBC will raise with them.

## **Finance**

**Bank Accounts.** Cllr Freeman reported the income and expenditure. He currently has no access to the PC emails, this should be resolved next week. It was unanimously agreed to pay the outstanding invoices.

**AGAR.** The PC have been granted an extension till 31.7.25 to complete the internal audit and AGAR submission form.

**Approve Virement Budget Policy.** This was discussed as money had been earmarked for projects that were no longer moving forward. The Virement Policy will allow for the budget to be adjusted to redirect these monies to other projects within the parish. Cllr Freeman proposed, seconded Cllr Holley. Carried.

**Approve an interim non-remuneration post as RFO.** Deferred till next council meeting.

**Approve Cllr Deeks as interim RFO.** Deferred till next council meeting.

## **Planning**

**06/25/0267/HH East Coast Restaurant.** Erection of garage for use by the cottage adjacent to the former restaurant. No objections raised.

## **Basecamp.**

This was set up by the former Parish Clerk. It has been suggested that it has been turned off so council are unable to access, Cllr Deeks states this is not the case, but a new email address is required. The PC have thirty days to set it up, it will require a named administrator. Cllr Wendt and Cllr Deeks will review the requirements and report back to the PC at July's meeting. There is a monthly cost of £15 for the service.

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## **Open Spaces**

Cllr Holley advised the PC re ongoing projects. He has had a dialogue with various trades people including carpenters, plumbers, electricians and ground works. There are three pending projects that the council will need to review later in the year.

The Outdoor Spaces Group are meeting monthly, they have instigated a traffic light system so works can be prioritised. Estimates will be presented at the meeting in July.

## **Tap and signage for Scratby Toilets.**

The PC and GYBC have approved a suggestion from a parishioner to provide an outdoor tap at the toilet block. Two estimates have been obtained, £270 from Domestic Plumbing and £320 from Palmers Plumbing. Council agreed to go with the quote from Domestic Plumbing at £270, proposed Cllr Holley, seconded Cllr Deeks.

## **Scratby Ramp**

A quote has been obtained for a monthly clean of the slope. The initial cost will be £250, works undertaken by Gardens of Galaxy. They undertook a site visit on 4.6.25. The quote reflects the initial clearing of weeds, clearance of the sand. They will then continue on a 3–4-week basis, if necessary, at a cost of £125 per month. Council agreed to the initial clearance, proposed Cllr Wendt, seconded Cllr Holley. It was agreed to review again after the work has been completed to ascertain whether this would need to be performed regularly.

## **Ormesby Village Centre**

There is work required at the Village Centre to remove hedges and ivy and have the fences and a manhole repaired. Cllr Freeman has obtained a quote for the works. The PC are corporate trustees of the centre, this will need to be discussed at a trustees meeting. The repair of the manhole is imperative for safety.

## **Burial Ground Report**

Cllr Wendt has undertaken an inspection of the burial ground. The regulations are missing from the notice board and the perspex requires replacing. Soil bins have yet to be erected. There is no visible rubbish. The new ashes area has been marked out, as yet there have been no requests for ashes to be interred. Perspex crosses and labels show where plots have been reserved, reservations are clearly marked so that no errors can occur when the grave is dug. Cllr Wendt will check the GDPR requirements for this.

## **Personnel Committee Report**

Cllr Deeks thanked the previous clerk for his work for the PC. An advertisement for a new clerk will be posted, any interested parties should contact Cllr Calnon.

## **Recreation Ground gates, opening and closing**

Deferred till July.

## **California Toilets Cleaning Contract**

Quotes have been received for cleaning the toilets at the weekend, proposed Cllr Wendt, seconded Cllr Shrimplin.

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## **Any other Business:**

There being no other business the meeting was concluded.

**Next Meeting Tuesday 15<sup>th</sup> July at 7.00pm at All Saints Parish Hall, Scratby.**