

**MINUTES OF MEETING OF HAPPISBURGH PARISH COUNCIL
HELD AT THE WENN EVANS CENTRE ON 20th July 2009 at 7.30pm**

Present:

**Cllr Glenn Berry, Cllr Jane Archer, Cllr Peter Gore, Cllr David Mole, Cllr Cubitt Siely
County Cllr Paul Morse
Malcolm Kerby CCAG**

**Sally Gill (Clerk)
Julie Chance
6 members of the public**

1. Apologies for Absence.

Apologies for absence were received from Cllr Thomas Love, Cllr Carol Palfrey, Cllr Clive Stockton, District Cllr Lee Walker and PCSO Dack.

2. Declaration of Interest on Agenda Items.

Glenn Berry – Item 13.1 – Planning Application 20090688PF
Cubitt Siely – Item 13.4 – Site Specific Proposal Consultation

3. Minutes of the Happisburgh Annual Parish Council Meeting held on 13th May 2009

The minutes of the annual meeting of Happisburgh Parish Council held on 13th May 2009, having been circulated, were taken as read, **AGREED** and **APPROVED**. The minutes were signed by the Chairman.

4. Report from County Councillor Paul Morse.

4.1 Paul advised of the meeting held with the primary school to discuss concerns over drop off and collection safety issues. Paul advised progress is now being made and is arranging for NCC highways to look at signage and to consider 20mph limits, although there may be reluctance in implementation of speed limits. With the impending status change to a Junior School and resulting bus drop off/collection the car park will be used more to keep the road to the front of the school clear. The police are aware of these concerns and will monitor the situation.

4.2 Paul advised that he is aware of several local roads, including the corner opposite Grubb Street and Cart Gap, that have problems with excessive water. He will be referring this matter to NCC highways for their further action.

4.3 Paul advised that NCC is withdrawing funding for flood signage and the responsibility now rests with the Environment Agency.

Paul Morse left the meeting.

5. Co-option of Four Vacancies.

Three written applications have been received for the vacancies, from George Siely, Roger Mason and Kirsty Ritchie. It was **AGREED** to arrange an interview date for the

three candidates and although the deadline of 20th July has passed, to consider any further written applications subsequently received.

6. It was **RESOLVED** to close the meeting for public participation.

i) One member of the public raised concern with incidents of vandalism in Happisburgh with one incident being reported to the police. Glenn has already made contact with PCSO Bennett to request a mobile unit for police surgeries, but will make further contact with the Safer Neighbourhood Team about the village vandalism.

ii) A second issue raised was concern over lights being on late and during school holidays at the school. Glenn will contact the Chair of Governors about this issue.

The meeting reconvened.

7. Standing Orders

The Standing Orders were reviewed with three minor amendments made to the final draft. It was **AGREED** to **ADOPT** the revised Standing Orders.

8. Financial Matters.

8.1 Current bank balances were noted – see attached report. It was noted that £276.62 remains from the £640 donation to the Playing Field Trust for pavilion repairs.

8.2 The following cheques were **AGREED** and signed:

Norfolk RCC – membership renewal	£25.48
Sally Gill - Clerks pay	£262.81
HMRC – Clerks tax	£41.16

8.3 The Financial Regulations were reviewed and it was **AGREED** to **ADOPT** the draft regulations.

9. Wenn Evans Centre.

David Mole presented the final accounts for the 2008/2009 year. He gave a full explanation on the income and expenditure. After reviewing the last six years David was pleased to advise that the Centre now has more financial reserves than in previous years.

10. Sea Defences.

Malcolm Kerby was present at the meeting and gave a detailed report on the current situation.

Coastal Management. On 6th July the CCAG attended a conference at Westminster, presenting the needs of coastal communities. Coastal Community groups nationwide have joined together to form one large group known as the National Voice of Coastal Communities, which will be indirectly funded by Defra, with Chairman elect being Malcolm Kerby. Malcolm will be attending a Community Adaptation Planning & Engagement workshop on 28th July.

Consultation. Malcolm has worked with the Adaptations Board and Defra to produce a consultation document on Coastal Changes Policy, which everyone should become familiar with. The consultation period is for 12 weeks from 9th July to 25th September.

A Parish Council response will be agreed at the next meeting on 14th September, Glenn will circulate prior to the meeting. Also CCAG are working in partnership with NNDC who are well placed to become a pathfinder authority with the possibility to make a bid for government funding to purchase and lease back homes. Malcolm has just received the Department for Communities and Local Government planning consultation document, which outlines how to use the planning system with adaptation and how it fits in with LDF and Spatial planning.

Local Work. Please see attached update from NNDC on local work to be carried out at Doggetts Lane and opposite Manor Farm Caravan Site.

There will be a meeting of the North East Norfolk Coastal Parishes Group on 21st September to discuss Happisburgh coastal issues. This will be held at the Wenn Evans Centre with a site visit prior to the meeting.

11. Pavilion.

It was noted that so far external repairs had been completed to a very good standard with frontage repairs still to be carried out. A start has been made on internal work, to include flooring and the toilets. It was noted that the remainder of the Parish Council donation is £276.62 and that a further donation for funding will be considered from the precept in November.

12. Play Equipment.

ROSPA have confirmed that the annual inspection on the play equipment was carried out in June. The report is expected by the end of July.

13. Planning.

13.1 **Planning Applications**

20090446PF. The Little Barn, Whimpwell Street. Installation of flue. Supported.

20090477PF. Clover Lodge, The Common. First floor side extension.

Objections.

20090494LA. 2 Lighthouse Cottages, Lighthouse Lane. Replace doors & windows, open up bricked up window & installation of kitchen extractor fan. Supported.

20090686PF. Kustom House, North Walsham Road. Continued use of garage/workshop for domestic & ancillary commercial purposes. Supported providing the same restrictions are in force.

20090688PF. Larksfield, Hall Farm, Grubb Street. Erection of pole barn. Supported.

13.2 **Planning Decisions**

20090308PF. Twee Cottage. Raise roof and install dormer windows. Refusal of permission.

20090394PF. 10 Doggetts Lane. Single storey timber building to provide additional living accommodation. Permission for development.

20090446PF. Little Barn, Whimpwell Street. Installation of Flue. Permission for development.

20090494LA. 2 Lighthouse Cottages, Lighthouse Lane. Replace doors & windows, open up bricked up window & installation of kitchen extractor fan. Listed building consent.

20090477PF. Clover Lodge, The Common. First floor side extension. Permission for development.

13.3 **Notification of Address**

i) Barron Lodge Farm – new dwelling to be known as Yeoman Barn, Grubb Street.

ii) Conversion of workshop to four holiday cottages at Boundary Stables, Grubb Street to be known as Fieldfare, Kestrel, Barn Owl & Gold Finch, Boundary Stables, Grubb Street.

13.4 Site Specific Proposals Draft Development Plan

It was **AGREED** to advise NNDC that Council do not feel that the Draft Plan is legally compliant. This is because Council understood there would be further consultation with the village and also there had been no invitation to be involved with site meetings.

13.5 Re-use of Rural Buildings Consultation Survey

It was **AGREED** to return the survey to NNDC confirming agreement that option 3 is preferred.

13.6 Green Build - event to be held at Felbrigg Hall, Felbrigg Nr Cromer 12 – 13 September 2009

14. Police.

14.1 Crime report was noted with three crimes reported recently:
Windows smashed at The Hill House
Criminal damage at Manor Farm caravan park
Fuel stolen from a car

14.2 Glenn will ask the police if they will hold surgeries in the village and will also enquire if they will be able to attend Parish Council meetings

15. Bus Services

15.1 Receipt of communication from Daniel Yellop, Transport Co-Ordinator (North East Norfolk) at Norfolk County Council, was noted. He hopes to include Happisburgh Common in the Sanders bus routes effective from September. Peter Gore has spent time asking residents of Happisborough Common their preference for travelling either in North Walsham or Stalham direction. The results of this survey shows the preferences for specific routes are to Stalham on Tuesdays and North Walsham on Thursdays. This information has been sent to Daniel Yellop.

15.2 Receipt of letter from Ian Hydes, Network Projects Manager at Norfolk County Council was noted. Norfolk County Council will be submitting bids for kickstart funding, to the Department of Transport, to provide new and improved bus services to the Broads and North East Norfolk. A letter of support has been sent.

15.3 Response noted from Norman Lamb MP to letter of support for Sea Palling Parish Council regarding poor transport links to Stalham. The services were changed due to low passenger figures and legislative change requiring a change to rota of drivers. Norman Lamb is aware of ongoing concerns but is not able to force a change to timetables and County Councillors should be asked to influence a review.

Peter Gore left the meeting.

16. Correspondence and Circulars.

16.1 The receipt of three thank you letters for precept donations was noted. They were from CAB, St Marys PCC and the Parish Newsletter.

16.2 NALC AGM – it was **AGREED** not to propose any resolutions

- 16.3 NALC AGM – it was **AGREED** not to make any nominations for officers
- 16.4 Norfolk County Council – receipt was noted of information available for members of the public on managing finances
- 16.5 Local Government Review – receipt of letter from Secretary of State was noted, advising of delays to the consultation process
- 16.6 Receipt noted of Norfolk Link, The Playing Field, Clerks and Councils Direct and Local Councils Update. If anyone wishes to read please advise Clerk who will forward.

- 18. Date of next meeting – **Monday 14th September 2009**. Please note the meeting date for February 2010 date is incorrect – therefore at present the agreed meeting dates are only for 2009.

There being no further business the meeting closed at 9.10pm.

Signed.....Date.....