

**MINUTES OF A HAPPISBURGH PARISH COUNCIL MEETING
HELD AT THE WENN EVANS CENTRE ON 10th NOVEMBER 2014 AT 7.30PM**

Present:

Cllr Glenn Berry (Chairman), Cllr David Mole, Cllr George Siely, Cllr Kirsty Ritchie, Cllr Thomas Love, Cllr Robert Fleming, Cllr Cubitt Siely, Cllr Clive Stockton

**Jo Beardshaw (Clerk)
24 members of the public**

1. **To consider apologies for absence.** None
2. **To receive Declarations of Interest on agenda items.** None
3. **To agree the minutes of the meetings of Happisburgh Parish Council held on 8th September and matters arising** (for information only). The minutes were agreed.
3.1 Neighbourhood Plan. Cllr Fleming had spoken with Stephen Burke on this subject, and they had agreed that there was little point in pursuing the matter until after the elections in May.

4. Reports

4.1 The Chairman's report.

The Chairman said that he was still communicating with Clarenco regarding the footpath, and hoped to have a positive outcome before the next meeting. He also informed the Council that the drains had been jetted on the 22nd of October and that the Parish Council would need to pay their portion of the bill (approximately £370). He also said that there is still ongoing work surrounding drainage and the pond. He noted that there is a tidal bell project within the village, with a public meeting at the Wenn Evans Centre on Monday, 8th December at 7pm. The Chairman also noted that the Clerk had organized replacement bottle banks and would send the details to Councillors. He also informed Councillors that there was a Pathfinder feedback meeting taking place, the details of which would also be emailed around Councillors. He asked Councillors if they wished to assist the 'Stitch and Bitch' group with funding for a churchyard bench in Mary Trett's name. The Council agreed to donate £200 towards the bench, and could purchase the bench in order to receive the VAT back. The **Chairman** would inform the group of this.

4.2 District and County Councillor reports:

District Councillor Lee Walker was unable to attend the meeting

County Councillor Eric Seward informed the Council that Justin Le-May, the Highways Engineer, would be looking at the roads in the area on the 13th November. He would also be attending a meeting at the school. Cllr Seward said that if larger MPH signs were considered by Justin to be viable he would go ahead and organise them.

Cllr Seward informed the Council that if it wished to put in an application for a SAM2 sign, it should first speak with the Highways Engineer. He also explained that if any Councillors or public had any responses to the NCC budget recommendations they should contact him.

4.3 Police report.

The PCSO had been unable to attend the meeting, but had reported the following four crimes: 12th September, common assault, 19th October theft of an 'electric shepherd', part of an electric fencing used to contain horses, which was taken from a field near to Lighthouse Lane. 19th October, theft from an Honesty Stall outside a property on Lighthouse Lane, 1st – 3rd November,

damage to a fishing boat stored at Cart Gap. The Council noted this. In addition, Councillors reported that there was a problem in the village with 'legal highs' in the form of nitrus oxide, which people were inhaling using balloons. It was agreed that the Chairman would stay in touch with the PCSO about this

4.4 Car Park report.

The Chairman confirmed that the car park was working well and that, having received two quotations for grass cutting, the grass cutting would now be done by SIM Home Improvements (Shaun). There had been no more vandalism at the car park and Jason had replaced the dome back on the roof. The Chairman noted his concern that the footpath was sometimes unusable down to the ramp because of weeds growing through from the other side. He asked Bryony Nierop-Reading if she would like to control the weeds or if the Council could ask Shaun to regularly cut them back. She responded that she would put a wire net in place which would prevent the weeds from growing through and impeding walkers.

4.5 Pavilion and Playingfield report.

Kirsty Ritchie informed the Council that she had chaired a meeting on the 8th of October and that the Trust had two new committee members; one from the bowls and cricket club and one from the bowls club. She also noted that the donations from the dinner had amounted to £225. Kirsty had reported a car or quad bike being driven on the playing field. She also reported that there had been complaints from referees regarding dog fouling. Therefore the decision had been made by the Trust to work towards banning dogs on the playing field. Jan Newall had reported that she had been with an Environmental Health officer who had seen dogs fouling on the playing field, and that he had been appalled. The Council **AGREED** that the **Clerk** would work towards a ban of dogs on the playing field, and that they would organise signs informing the public that dogs were banned

4.6 Allotments report

Mr G Siely reported that two allotments were vacant including one large one. He had been successful in letting another allotment. The Chairman thanked him for his hard work on the allotments

4.7 Wenn Evans Centre report

David Mole explained that he had forwarded the accounts for the last two years to the Clerk and Chairman, and outlined the accounts. The Clerk reminded him that the Parish Council still had £1868.08 in earmarked funds for the Wenn Evans Centre. He asked that there could be more signage for the Wenn Evans centre. The **Clerk** to speak with Highways and the County Councillor about this. In particular signage should be on the pavilion and on Beach Road.

4.8 Playspace and beach cleaning report (by Rosemary Munday)

- *The grant application to The Dulverton Trust was successful and £2,800 has been awarded. The grant money will be paid into the PC account.*
- *The grant application to The Big Society Fund (NNDC) was successful and we have been offered a grant of £7,500, which has been awarded subject to us raising the remaining funds needed for the project. We applied for £15,000 although we were not sure we would be awarded any grant since we had already received money from this fund before, therefore to receive a further £7,500 was really positive and demonstrates NNDC's support of this project. Once all funding is secured then NNDC will release the £7,500 to the PCs account.*
- *The application to Lovewell Blake for £2,000 was unsuccessful – we were told by Norfolk Community Foundation (grant administrators) that “the panel liked the project but with*

some funding still to be secured to complete the project, they decided to prioritise the applications where a small grant will have immediate benefit.”

- Rosemary had discussions with Clive Rayner from Norfolk Community Foundation (grant administrators) and he agreed to take the application that had been made to Lovewell Blake to the Love Norfolk Fund. This was successful and we have been awarded £2,000 that will be paid into the PC account.
- This means that since the last Parish Council meeting £12,300 has been raised in grant funding.
- An application was made to the Victory Housing Trust Community Fund for £5,000 at the beginning of October and the panel considers applications tomorrow so we should know whether we have been successful by the end of the week.
- We will be investigating to see if there are other grant funds that we can apply to but when the Parish Council are considering use of funds from the car park we would ask you to keep in mind that there may be a funding shortfall for the project.
- Focus has been on completing the various grant applications so the letter agreed by the sub-committee to local businesses to see if they would be prepared to support the Play Space project will be distributed next week when both Rosemary and Leonie are back.
- More thistles and weeds were dug out of the area before it was cut by Shaun last week and Matthew Williams will now be coming in to do the rolling.

Following the playspace report the Chairman explained that if there was a shortfall in funding for the playspace Rosemary Munday had made clear that the Playspace committee would be asking for a further grant from the car park fund. Thomas Love asked if all the equipment needed to be put in place immediately.

5. Adjourn the meeting for public session / comments on planning applications and any other matters

A member of the public (Louise Brooks) informed those present that there was a new hut at Cart Gap for Coastwatch and that the Coastwatch volunteers who looked after the coast at Happisburgh have to pay every year for insurance, telephone and general equipment, but have no income stream apart from shaking buckets. The Clerk suggested that they should contact each other with a view to Coastwatch applying for a donation bid.

A member of the public suggested that the Wenn Evans could be registered with a national database website called Hallshire.

Reconvene the meeting

6. Agenda items

- 6.1. Discussion regarding future planning for car park. The Chairman explained that he had had a conversation with Rob Goodliffe who had suggested that the Parish Council would find it beneficial to invest money every year from the income from the car park for the future relocation of the car park. After discussion, the Council **AGREED** to put money aside every November so that a fund could build up for the car park relocation in a number of years' time. The **Chairman** agreed to speak with Rob again to confirm the total cost of the car park and toilet block to build. This figure could then be divided by a figure (ie 25 years) so that the Parish Council could use that figure as an indicator. Thomas Love also felt that it was important to invest in the coast path as this would encourage visitors to come to Happisburgh on a long term basis

6.2. Rob Goodliffe – report on the Rock Sill. Rob Goodliffe – report on the Rock Sill. The Chairman had brought this item forward to the beginning of the meeting because Rob Goodliffe and Brian Farrow from NNDC Coastal Management Team were in attendance. Rob Goodliffe addressed the Council and public and introduced himself. He explained that the rock has been effective in its role, and that there was currently a good level of beach, although it is susceptible to change. He went on to explain that due to cliff recession and variable beach levels the rock is now close to the low water mark. He informed the meeting that if the rock is not to be lost to the sea, the rock needs to be recovered. He noted that the Coastal Team has already submitted applications to seek planning and marine consent to move the rock. He said that the details of the scheme had not been finalised but there is a need to move forward with the work with the support of the community. He explained that he had arranged for the funding to be in place this financial year for the rock to be moved (at a cost of approximately £50-60,000). Rob Goodliffe went on to outline the options which were considered by a consultant. Seven options were considered; 1. the 'do nothing' scenario as a baseline. 2. Removal of the rock, again a baseline. 3. Rollback of the existing sill closer to the cliff. 4. Construction of a shorter but designed rock revetment. 5. Construction of a rock groyne (going out to sea). 6. Moving the rock to the west Happisburgh frontage. 7. Splitting the rock in an attempt to defend a wider area. On considering the options it appears clear that at this time the most appropriate way forward is option 3. to roll back the rock sill but leaving a gap between the rock and the base of the cliff so that it formed a sill. He did state that it is very difficult to predict how the coast may change during and after the rolling back of the rock and that it was quite possible that there would be an immediate change to beach levels and some cliff erosion as experienced during previous works in this location. However, the rock sill once rolled back is expected to continue to function rather than a continued reduction in defensive value as it is lost to the sea. Rob explained that NNDC planned to place the rock on a geotextile membrane and would also look to remove small scale debris whilst retaining larger debris within the sill. He said that they were not looking at removing the remains of the lifeboat ramp. If the opportunity to remove any further debris such as the remaining steel sheet piles on that frontage presented itself, this would be considered in order to reduce marine debris. He also clarified that if they do nothing the rocks will be lost to the sea. He said that he had written to landowners who are located directly behind the rock sill to provide an opportunity to input into the process. Rob Goodliffe thanked the Parish Council for their support (at the previous meeting).

Clive Stockton said that he felt that it was very important not to split up the rock as its value would be diminished and there is potential to form an unstable coastline. The funding for the relocation was queried, this will be from the NNDC coast protection budget, a short explanation of the budget and coast protection maintenance programme was provided. A member of the public asked why the rocks could not be placed at the foot of the cliff. Brian Farrow (Coastal Engineer) replied that there is not enough rocks to form a full rock revetment at the cliff toe but that a sill will work very well as it has before. The sill acts to absorb wave energy before it reaches the cliff and encourage deposition of beach material in suitable conditions. In addition, there is an advantage that heavy plant machinery can gain access behind the sill. Should further questions or arise Rob Goodliffe stated that the Coastal Management Team could be contacted at the Cromer office of NNDC. He was also keen to continue towards these works with the agreement/support of the Parish Council and community. Copies of a draft assessment to options was provided to the Parish Council.

The Chairman thanked Rob Goodliffe and Brian Farrow for attending the meeting and keeping Happisburgh constantly in the picture and maintaining communication with villagers

6.3. Letter from Revd Catherine Dobson re Poors Trust. The Revd had written as follows: 'As you are aware, I was appointed as the Rector at Happisburgh at the end of April 2014, and together with my 2 Churchwardens, also newly appointed in the same week, we find

that historically we are also Trustees of the Poors Allotment Charity by virtue of our office. We understand from the paperwork that the Trust has been administered by The Late Miss Mary Trett and the Rector for many years. We now understand from The Charities Act for non-ecclesiastical charities that while the Rector's appointment as Trustee is ex-officio, the Churchwardens could be replaced by nominees appointed by the Parish Council. Could you please advise whether the Parish Council are content for the Churchwardens to act as trustees (as the Parish Council's nominees, rather than ex officio as churchwardens) or whether the Parish Council wishes to make a separate appointment. We look forward to hearing from you.
Revd Catherine Dobson, Rector, The Coastal Group.
Mr J. Webster and Mrs J. Askew, Churchwardens.

The Parish Council had not previously been aware of this information and were able to discuss it in more detail with both the Churchwardens who were present at the meeting. The Council **AGREED** that the current Churchwardens should continue to act as trustees (as the Parish Council's nominees). The **Clerk** would put this on the agenda for confirmation in 12 months' time in order that the Parish Council did not forget about it in future years

- 6.4. NNDC Elections. Review of Polling Stations. The Council confirmed that they were happy to confirm the Wenn Evans as the best venue for a polling station in the village
- 6.5. The Ramblers' Association. England Coast Path event. The Council asked the **Clerk** to keep them informed of the date for the event. Thomas Love said how important he felt it was to have a 'coasthopper' service around the coast. Clive Stockton agreed and said that he had worked hard on this over the years as he felt it would have a beneficial effect on all businesses in the area. He explained that the problem was investment and the lack of funds for such a project. Thomas Love said that himself and other landowners had given up rights over land for the coastal footpath and that he felt that the Parish Council should write to NNDC explaining how important they felt a 'Coasthopper' is. The **Clerk** was asked to write to NNDC on the subject.
- 6.6. SAM2 speed signs / Parish Partnership. The Clerk explained that the County Council had allocated £200,000 on a 50/50 basis to fund schemes put forward by Town and Parish Councils to deliver projects that are priorities for local communities. These schemes could be footways, trods, improved crossing facilities, public rights of way or SAM2 flashing signs to tackle speeding. The Clerk explained that she had been researching SAM2 signs. These would be owned by the Parish Council. The Council, after discussion, agreed that the **Clerk** should put a bid together for review at the January meeting

7. Financial Matters

The following cheques were authorised and signed:

- 7.1. PC Account. Chq no 592. Dean Ellis. Playing Field cut. £100
- 7.2. PC Account. Chq no 593. Clerk salary and expenses. £512.39
- 7.3. CP Account. Chq no 55. Transfer into deposit account. £14,000
- 7.4. CP Account. Chq no 56. Jason Langford. November pay. £405.00
- 7.5. CP Account. Chq no 57. Jason Langford. December pay. £418.50
- 7.6. CP Account. Chq no 58. Katharine Yuill. September / October pay. £214.17
- 7.7. CP Account. Chq no 59. SIM Improvements. Mowing car park area. £150

8. Planning applications

None

9. Planning decisions noted

NNDC. Rear of Danegate, Church Street. Erection of single storey dwelling. Refused.
Noted

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10. Items for the Parish News

10.1. Bottle bank update

11. Correspondence and Circulars for information and action

11.1. Town and Parish Forum. This forum would be taking place on Wednesday 26th November in Honing Village Hall at 6.45pm. The Chairman, Dave Mole and Robert Fleming agreed to attend. The **Clerk** would confirm this with NNDC

11.2. Evaluation of Pathfinder - meeting 19th November 9.30am Merchant's Place, Cromer. Thomas Love said that he may be able to attend the meeting and the Clerk said she would email him the details

12. Any other business

None

13. Date of next meeting – Monday 12th January 2015

The meeting closed at 9.10 pm

Initials.....