

**MINUTES OF A PARISH COUNCIL MEETING
HELD AT THE WENN EVANS CENTRE ON 7th JULY 2014 AT 7.30PM**

Present:

Cllr Glenn Berry (Chairman), Cllr David Mole, Cllr George Siely, Cllr Kirsty Ritchie, Cllr Thomas Love

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

- 1. To consider apologies for absence.** Apologies were accepted from Cubitt Siely and Robert Fleming
- 2. To receive Declarations of Interest on agenda items.** None
- 3. To agree the minutes of the meetings of Happisburgh Parish Council held on 12th May and matters arising** (for information only). The minutes were agreed.

3.1 Insurance for the Pavilion and Playing Field Trust (which had been reduced from £600 to £360). There was some confusion over this and the **Clerk** said that she would look into it further for the next meeting. As the insurance had been paid by the PC there was no urgency.

3.2 Neighbourhood Plan. At the May meeting it had been decided that Robert Fleming would contact Stephen Burke regarding Neighbourhood Plans but as Robert Fleming was unable to attend the meeting this was postponed to the September meeting

4. Reports

4.1 The Chairman's report.

The Chairman informed those present that Robert Fleming has suffered a personal tragedy and said that everyone's thoughts were with Robert.

The Chairman said that the Clerk had met with the Highways Inspector, Justin Le-May in Happisburgh recently, and that he had contacted a Mrs Nyman at Clarenco regarding the overgrown state of the hedge along Beach Road. She had assured him that they were waiting for quotations from their sub-contractors and hoped that the hedge would be cut back after the bird nesting season in August. The Clerk had also spoken with Mr Le-May regarding the cutting of the grass at the car park. He was clear that as the car park is owned and managed by the Parish Council NNDC have no responsibility in terms of grass cutting or any other form of management. The Chairman had been presented with photographs of busses on Beach Road (from neither of the local firms). It was pointed out that there was little point in contacting the bus companies as children are now coming from far and wide to visit Happisburgh. It was agreed that the **Clerk** would organise leaflets for those houses on Beach Road asking for ideas / responses regarding the congestion / children etc

The Chairman thanked Jan, Dave, Rodney, Mary, Eddy, George and others for the huge effort that they had put into the Wenn Evans Centre. He said that there was a huge improvement and that their work was much appreciated.

The Chairman read a letter from Rob Goodliffe at NNDC as follows:

NNDC have been monitoring and maintaining the rock bund at Happisburgh since its installation in 2007, however it is clear that it is now time to consider and make arrangements to realign the defence. As we are all very well aware the cliff top continues to recede (and will always continue to do so) and the rock bund is now well below high water and is positioned low on the foreshore.

There are various options which could be considered and NNDC are appointing a coastal Consultant to assess possible ways forward. It is likely that there will be many local views as to the best method/place to locate the rock and I would be interested to hear any initial thoughts/observations.

Once the initial assessment is complete I would like to discuss the options further with the community through the Parish Council before any action is taken. I would like to ensure that when the rock is moved it is completed with the support of the community and those who contributed to the original scheme.

The rock bund currently contains some beach debris as well as some old defences which will need to be removed when the bund is relocated, however, we will endeavour to reuse material (such as large sections of concrete) where we consider it to be useful.

Whenever defences such as these are realigned it is inevitable that there will be changes on the beach and quite possibly on the pattern of erosion. These are not easy to predict and therefore I would like to raise awareness that once the realignment is completed, there is likely to be some uncertainty as to how the coast may change.

The realignment of the rock will also require consent from Natural England and the Marine Management Organisation.

Mr Love said that he felt strongly that these arrangements are overdue, and that the process should already be underway. He said that the rocks would be lost altogether if there was any further delay. There was general agreement to this. District Councillor Lee Walker said that she was angry that this was taking so long because the impact could be enormous. The Chairman said that fortunately Natural England were looking favourably on the changes required, so were unlikely to cause any hold ups.

The Chairman also informed the Parish Council that he had recently attended a meeting regarding the school transport situation in Happisburgh. The current bus to school legislation is that all children between 5 and 16 qualify for free school transport if they go to their nearest suitable school and live at least 2 miles from the school if they're under 8, and 3 miles from the school if they're 8 or older. In addition, if there's no safe walking route, they must be given free transport, however far from school they live. NCC had sent out an inspector in March, who had decided that there was a suitable walk to school from the Coronation Close area and therefore that 13 children should walk. The bus would still go past, and there would be no cost saving to NCC, but if those children paid to go on the bus NCC would make a considerable sum of money. The walk (which NCC consider to be safe) is down Lantern Lane and Grubb Street. There had been no consultation on this and NCC members had not been informed until the decision had been made. The Chairman had attended a meeting at the school and had encouraged the NCC Officer chairing the meeting to walk the route to see the dangers, which he refused to do. Parents at the school have submitted appeals and the Chair of the GB had written to those involved. In addition, as the verges are only cut currently twice a year, there is no ability for children to get off the road onto the bank if a car came down the road. Also, there is some flooding issues both on Lantern Lane and on Grubb Street.

Denise Burke pointed out that there was also an educational impact to all of this; whereby that NCC should be helping children to get to school rather than making it as difficult as possible. The Parish Council asked the **Clerk** to write to NCC supporting the appeal, and pointing out that any

additional cars at the school would increase the congestion in the village at school collection / delivery times

4.2 District and County Councillor reports:

County Councillor Eric Seward said that he had recently spoken with Gary Linder, who is the planning officer working with the caravan park; he had been informed that there had been no appeal made as yet. In addition, Cllr Seward said that he is a member of the Children's Services Committee, and is of course the Cty Cllr for the area, but had not been informed about the school transport situation until the day that the parents and the school had been informed. He said that he was working as hard as he could to ensure that the decision was reversed. Cllr Seward also said that he would chase the flood report.

Denise Burke asked Cllr Seward if the transport changes had gone before members and asked who was running NCC: Members or Officers. She also asked how many children were being affected. Cllr Seward said that 2,500 children were affected on 250 bus routes. Mrs Burke said that she was also concerned that this issue would affect the school in many ways including it's attendance record. She said that if only one or two children get to school late it makes a huge impact on Ofsted results

Cllr Seward District Councillor Lee Walker said that 10th July was an industrial action day. She also said that the District Council had a new Head of Economic Development, Rob Young who the Parish Council had worked with closely in the past. She said that he would also be a good person to talk to regarding the Neighbourhood Plan. She also said that there was still funding available through the Big Society Fund.

4.3 Police report.

The Clerk said that there had been three crimes reported in the area since the last meeting: two instances of common assault and one instance of a theft of fence panels from Beach Road. The Chairman added that on Sunday 29th June there had been some issues at the car park with youths on the roof of the toilet block. They had then been lurking between the Lighthouse and the toilet block and were evading police. They had blocked up the toilets and generally caused a nuisance

4.4 Car Park report.

The Chairman said that the bin collections at the car park were now back on track as the locks and been changed and Kier had not had the key. This situation had now been rectified. He said that there had been a change in how money was collected from the P&D machine and that Jason Langford, who cleans the toilet block etc had had a salary change (see cheques below) to reflect this

4.5 Pavilion and Playingfield report.

There are currently huge issues with dog fouling on the playing field. The **Clerk** said that she would look into this, and there was discussion that the Council may need to prevent dogs going on the playing field at all. Thomas Love suggested a CCTV camera to prevent this. The **Chairman** said that he knows of a CCTV company and would get a quotation from them.

Thomas Love was thanked for cutting the hedge at the Wenn Evans Centre again

4.6 Allotments report

Mr G Siely thanked Thomas Love very much for the seed for the allotments. He said that he had managed to finally clear up the untidy allotments and that they were now running fairly smoothly

4.7 Wenn Evans Centre report

David Mole thanked all those who had worked so hard on the Wenn Evans Centre recently. He said that they had decorated, cleaned, fitted the kitchen, shopped for curtains and many other

jobs. He said that the next stage was to undertake some marketing. He said that he hoped that the Heritage Group would use the storage rooms for the Mary Trett exhibition. Jan Newall said that she thought there would be a special display on the 2nd weekend in August.

Unfortunately there had been an issue at the Wenn Evans Centre where a door had been smashed with a fire extinguisher. It was decided that Carol Palfrey (the Wenn Evans booking clerk) would need to take a £100 deposit in future. Mr Mole said that a Wenn Evans Committee was required again. He also noted that there were some issues with the locks, which needed to be attended to

4.8 Playspace and beach cleaning report (by Rosemary Munday)

The weeds were removed and the thistles dug out from the area, although this will need to be done regularly until grass cutting regime is established. Leonie is going to drum up help from some local parents for this. The grass is now well established and needs to be cut regularly. Thank you to Cllr Berry and Cllr Mole who have done this whilst the Parish Council agree on a contractor to cut the car park & playing field etc. Rosemary spoke with Matthew Williams' wife with a view to having the area rolled by his ride-on mower and she seemed keen to help and will speak with Matthew. End of grant forms were signed off by Cllr Berry under delegated authority. Leonie and Rosemary have identified some grants funds and will be completing applications over the next few weeks. These will be signed by Cllr Berry and other Cllrs on the Play Space Steering group when required in accordance with the authority delegated to them at the May meeting. Leonie and Rosemary met with Cathy Batchelar from NNDC regarding the landscaping condition of the planning permission. Cathy was impressed with what has been achieved so far and suggested that planting of five trees (Holm Oak) and creative use of mowing leaving wildflower sections would be acceptable. Plans will be updated to show this and submitted to NNDC for sign-off. Cathy suggested it would be good to have some poppies sown on the earth bund in the car park and possibly some cowslips – this is a decision for the Parish Council. Rosemary has visited a play area in Essex installed by NGF (who quoted for the equipment) and spoke to the Headteacher who confirmed she was impressed by the company's work and professionalism. Leonie and Rosemary met with representatives from Eibe, a firm that the Parish Clerk sent details through for, because some of their equipment looked suitable for the area. We should receive a quote and drawings towards the end of this week and Rosemary will visit some of their larger projects in Waltham Forest on Friday to compare quality of product. Funds currently stand at £7,464.11(including the ring fenced monies in the Parish Council accounts) towards equipment.

The **Chairman** said that he would be able to cut the playspace area again

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

Denise Burke said that she agreed with Thomas Love that the rock bund relocation should **not** wait until the bad weather comes as the job will become much worse. She asked the Parish Council to respond along these lines to Rob Goodliffe

Denise Burke asked if it was clear on the Happisburgh website about where bus companies should park / drop off children etc. The **Clerk** said she would look into this and work with the **Chairman** on it. In addition the **Chairman** said he would speak with Clarence again and ask them to sell the land for the footpath that once was semi-promised to the Parish Council. If this was not possible, he would ask Clarence if the Parish Council could lease the land.

Regarding the planning application for the school, Denise Burke said that she wished to comment on this application in the absence of Robert Fleming who is the Parish Council link governor. She wished to reiterate that the plans were not in any way to do with the expansion of the school, but about making the school a better place, with an effective EYFS classroom (Early Years Foundation Stage). The school, she said, was unable to take more than 120 children.

There were some questions regarding hedge cutting / verge cutting and the **Clerk** was asked to speak with Justin Le-May again about this as some cuts should have taken place in May and Lower Happisburgh had not been cut at that time.

Rosemary Munday wished to make clear that if any 'other material' was used when relocating the rock bund it should **not** be reinforced concrete as this would be broken down into small sharp metal pieces. She pointed out that Happisburgh was still recovering from other times when this had happened and she didn't want NNDC to make this mistake when relocating the rock bund.

Anita Richmond had sent an email objecting to item 11.5 (mobile ice cream van). Arther Richmond also attended the meeting and asked that an ice-cream van (who did not come from within the village) should not be allowed to park at the car park and sell ice cream as it would drastically affect their café business. Some Parish Councillors informed Mr Richmond that he did need to make the best of his proximity to the car park, and to take advantage of the chances that he has been presented with. It was agreed that a meeting should take place at the end of the summer to ensure that this had happened. Thomas Love explained that the car park and the café and the playspace and the lighthouse and the Coastal footpath should all work within a symbiotic relationship whereby they all benefit from each other. He said that he felt that the café was not making the most of this and that if the situation did not improve, Councillors would find it hard to turn down any future offers of ice cream vans (and the like). Other Councillors agreed with this summary of the present situation. The **Clerk** was asked to tell the mobile ice-cream van proprietor that the Parish Council had turned down his request.

Denise Burke reported that she had seen some waste disposal people leaving some slimy rubbish on Thomas Love's field near the church. She had contacted NNDC/Kier to report it, and Environmental Health had been sent to clean up the mess. Thomas Love thanked Denise Burke very much for her help

Reconvene the meeting

6. Agenda items

6.1. None

7. Financial Matters

The following cheques were authorised and signed:

- 7.1. PC Account. Chq no 582. Dean Ellis. Outer playing field cut. £200
- 7.2. PC Account. Chq no 583. Norfolk RCC. Subscription. £20
- 7.3. PC Account. Chq no 584. Clerk salary and expenses. £462.71
- 7.4. PC Account. Chq no 585. NNDC dog bins for the year. £608.40 inc £101.40 VAT
- 7.5. PC Account. Chq no 586. CANCELLED
- 7.6. CP Account. Chq no 41. (Donation from car park fund) Howdens Joinery. Kitchen for Wenn Evans Centre. £3101.41 inc £516.90 VAT.
- 7.7. CP Account. Chq no 42. (Donation from car park fund). JB Postle. Dishwasher for Wenn Evans Centre. £324.98 (VAT £54.17)
- 7.8. CP Account. Chq no 43. (Donation from car park fund). Jan Newall. Repayment of items for Wenn Evans centre (curtains and curtain tracks) £222.43
- 7.9. CP Account. Chq no 44. (Donation from car park fund) Go-Displays. Display boards for Heritage Trust. £368.40 inc £61.40 VAT
- 7.10. CP Account. Chq no 45. PHS Group. Sanitary waste disposal. £77.06 inc £12.84 VAT
- 7.11. CP Account. Chq no 46. Jason Langford July Salary. £800.50. This was altered to £697.50 because Jason was no longer responsible for the P&D machine

- 7.12. CP Account. Chq no 47. Jason Langford August Salary. £800.50. This was altered to £697.50
- 7.13. CP Account. Chq no 48. Jason Langford. 2 x toilet seats and new bin. £53.59
- 7.14. CP Account. Chq no 49. Nagels. Car park machine tickets. £211.36 inc £35.23 VAT
- 7.15. CP Account. Chq no 50. Mr RP Trivett. Pavilion doors. £187.29

8. Planning applications

- 8.1. PF/14/0615. Thistledown, North Walsham Road. Erection of replacement single-storey rear extension with accommodation in roof space. Offered 'no comment'. Noted
- 8.2. PF/14/0608. RNLI, Cart Gap Road. Siting of building to provide ancillary retail sales. Offered 'no comment'. Noted
- 8.3. PF/14/0661. Happisburgh VC First School, The Street. Erection of detached classroom with storage above. The Parish Council voted to support this application.

9. Planning decisions noted

- 9.1. None

10. Items for the Parish News

- 10.1. Rock Bund / Letter from Rob Goodliffe
- 10.2. Defibrillators (if they are in place before the Parish News is published)

11. Correspondence and Circulars for information and action

- 11.1.NNDC. Litter accumulation at Cart Gap. The **Clerk** was given a name of the person responsible for this and was asked to contact Richard Crabb at NNDC.
- 11.2.NCC Highways. Update on hedge / Beach Road. Covered in 4.1 above
- 11.3.Request for the Parish Council to be members of the Norfolk Playing Fields Association. Subscription £20. The Parish Council agreed not to pursue this.
- 11.4.HMRC. Receipt of £3337.30 VAT for the previous financial year. Noted
- 11.5.Mobile ice cream van business request to use the car park. This had been covered in item 5 above
- 11.6.Dog bins Cart Gap. Councillors agreed that whilst it was critical to have dog bins in place in this area it should be the responsibility of NNDC or NCC. The **Clerk** was asked to speak with Eric Seward about this
- 11.7.Busses on beach road / children walking down Beach Road. This had been covered in 4.1 above

12. Any other business

- 12.1 It was noted that there was again an issue of sewerage in the ditch at Barrons Lodge Farm. The **Clerk / Chairman** would speak with Environmental Health about this.

13. Date of next meeting – Monday 8th September 2014

The meeting closed at 9.50 pm