

**MINUTES OF A HAPPISBURGH PARISH COUNCIL MEETING
HELD AT THE WENN EVANS CENTRE ON 8th SEPTEMBER 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

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

1. **To consider apologies for absence.** Apologies were accepted from Clive Stockton
2. **To receive Declarations of Interest on agenda items.** None
3. **To agree the minutes of the meetings of Happisburgh Parish Council held on 7TH July 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). Cllr Ritchie explained that she had taken over as Chairman of the Pavilion and Playing Field Trust when Mike Trivett had stood down. She explained to the Council that the P&P Trust were now able to pay the insurance figure because they had received revenue from the Football Club and had increased the fees for all the clubs to £500 each. Councillors said that they were not averse to supporting the P&P Trust, especially if it meant that they could assist with sport for young children. There was some discussion on the matter, and it was agreed that the P&P Trust could come to the Council with a suggestion for a donation if they wished to.

3.2 Neighbourhood Plan. Cllr Fleming would contact Stephen Burke to discuss this.

4. Reports

4.1 The Chairman's report.

The Chairman congratulated those involved in the successful campaign to have the school transport decision reversed. He also reported that he had spoken with Clarendo regarding the strip of land on Beach Road. He said that he had discussed the possibility of renting or buying the land, and that he expected an answer back **before the next meeting**. The Chairman also congratulated those involved on a wonderful display of Mary Trett's archive. All Councillors agreed with this and thanked those people who had put so much work in to the exhibition. The Chairman reported that the hedge row on Beach Road had been tackled a little, and that he had nearly finalised a location for the second defibrillator (on the Chemfast building) and that he would finalise this **before the next meeting**. The Chairman also thanked the Clerk for badgering NNDC in order to get a dog bin in place on the Cart Gap car park, for which the residents of Doggett's Lane are grateful. The Chairman also reported that Happisburgh had been voted one of the best self-catering holiday villages in the country. The Chairman noted that discussions regarding the jetting of the drainage system were ongoing. The Parish Council had agreed to pay half the costs of jetting and the Chairman was working with Cty Cllr Eric Seward and Highways to ensure that this was still in hand

4.2 District and County Councillor reports:

District Councillor Lee Walker reported that she had spoken with the Coastal Team at NNDC who were considering Happisburgh as a possibility for a sandscaping project. They were currently analysing whether Happisburgh was a suitable location for such a project. She also noted that the Council would receive the planning application for the realignment of the rocks over the next

few days. She had also spoken with Gary Linder regarding any possible caravan site applications and he had confirmed that there were no applications in the pipeline at the moment. She also reported that there needed to be some clarification on the access to Danegate (see item 8.1) and also there was a question as to whether or not there was Japanese knotweed on the plot.

County Councillor Eric Seward thanked the Parish Council and other villagers for their support in opposing the school transport changes. He explained that he was working to ensure that other communities did not face similar problems. NCC were therefore discussing the School's Transport Policy as well as ensuring that there was always a pre-consultation with Members prior to making decisions. Cty Cllr Seward also noted that the weekend of the 20th / 21st was an 'old paint amnesty' when people could get rid of their old paint at recycling centres in the area.

4.3 Police report.

The PCSO had been unable to attend the meeting, but had reported the following two crimes during the month: st-8th July – Common assault, 9th July – 13th August, cybercrime in relation to a fraud- investigation ongoing. The Council noted this

4.4 Car Park report.

The Chairman confirmed that the car park was working well with the exception of one particular night, when some people had climbed on the roof and removed the dome. This had been dealt with

4.5 Pavilion and Playingfield report.

See item 3.1

4.6 Allotments report

Mr G Siely reported that two allotment tenants were not gardening at all. **The Clerk** was asked to write a monitoring letter to one tenant

4.7 Wenn Evans Centre report

David Mole congratulated the Heritage Group on their very successful display of Mary Trett's archive. He also reported that there were various groups currently using the hall including line dancing, table tennis and indoor bowls. The Chairman invited **Jan Newall** to update the Council on anything she wished to add. She said that she felt the floor needed replacing and that the line dancing group had complained about it. The Chairman asked if she would be willing to obtain some quotations, to which she agreed

4.8 Playspace and beach cleaning report (by Rosemary Munday)

- A Play Space meeting was held at Cllr Berry's house and decisions made as to what equipment to include in the grant applications. A letter to local businesses to see if they would be prepared to support the Play Space project was agreed and these will be distributed shortly.
- Rosemary met with Sonia Shuter from NNDC who administers the Big Society Fund Grant applications. They visited the area and discussed the application. Sonia was very impressed with the consultation that had been undertaken especially with the children. The access down Beach Road was also discussed and this will be taken into account when looking at the PC accounts.
- Rosemary had detailed discussions with Clive Rayner from Norfolk Community Foundation who administer most of the grants and it was decided to apply to three of their grant pots (leaving a fourth one as a reserve).
- Two grant applications have been made one to The Big Society Fund (NNDC) and one to the Dulverton Trust. A grant application will be submitted this week to Lovewell Blake and then a further one to the Victory Housing Trust Community Fund at the beginning of

October. The applications were signed by Cllr Berry and Cllr G Siely under delegated authority. The outcomes of all applications will be known during October / November.

- More thistles were dug out but we need to mow regularly to allow the grass rather than the clover to establish. Has a contract been agreed re the car park area etc. and if not how can we manage the play space cutting?
- Rosemary met with Matthew Williams and he is happy to roll the area for us when we want – RM to liaise.
- The updated plan to meet the landscaping condition of the planning permission is nearly complete and will be submitted to Cathy Batchelor at NNDC in the next couple of weeks once one or two minor alterations have been made by NGF.
- Currently the fund stands at £7,464.11 (including the ring fenced monies in the Parish Council accounts), which can't be used at the moment as it needs to be included within the grant applications to improve our chances of receiving funding.

The **Clerk** would obtain a quotation from Kier regarding the grass cutting, and **Mr Mole** would obtain a quotation from the gentleman who currently cuts the churchyard grass.

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

Two members of the public explained why they believed that the planning application for Danegate (item 8.1) was inappropriate.

A member of the public informed the Council that a black wheelie bin on the car park was covered in wasps. If this occurred again the Council agreed that the bin would need to be moved.

Reconvene the meeting

6. Agenda items

- 6.1. Review Financial Regulations and Bank Mandate. The Financial Regulations were unanimously agreed. The bank mandate signatories were confirmed for both accounts as Mr G Siely, Mr C Stockton and the Chairman
- 6.2. Review Standing Orders. These were agreed unanimously
- 6.3. Decision regarding moving car park funds to savings account. It was agreed that £14,000 should be moved to the Deposit Account. This would then cover the car park if the P&D machine failed to work and no revenue was coming in for a long period of time
- 6.4. NCC Highways. Confirmation of rural / grass cutting schedules. The Clerk explained that the Council had received the cutting schedules from Justin Le-May, Highways NCC if any Councillors or members of the public wished to see them.
- 6.5. Preliminary precept – discussion. After discussion, the Council decided that they would not charge a precept for the year 2015 / 2016. The reason for this was that the car park was making a considerable sum of money, and that donations could still be made to various groups in the village as required at the same time as covering the precept. Therefore the car park would be donating £7000 in 2015/2016 to the Parish Council in place of the precept

7. Financial Matters

The following cheques were authorised and signed:

- 7.1. PC Account. Chq no 587. Dean Ellis. Strimming playing field. £200
- 7.2. PC Account. Chq no 588. NALC Clerk training (6 days) £74
- 7.3. PC Account. Chq no 589. Clerk salary and expenses. £432.86
- 7.4. PC Account. Chq no 590. Rospa. Play inspection. £78 inc £13 VAT
- 7.5. PC Account. Chq no 591. Mazars External auditors. £360 inc £60 VAT
- 7.6. CP Account. Chq no 51. Jason Langford September salary. £675

- 7.7. CP Account. Chq no 52. Jason Langford October £697.50
- 7.8. CP Account. Chq no 53. Katharine Yuill. Pay and Display machine / banking. £200
- 7.9. CP Account. Chq no 54. Clerk 6-month car park salary £500

8. Planning applications

- 8.1. NNDC. PF/14/0937. Danegate, Church Street. Erection of single storey dwelling. After some discussion it was decided that Councillors would attend a site meeting to view the site together. This would take place at 5pm on the following night
- 8.2. NNDC. PF/14/0864. Littlewoods Farm House, Littlewood Farm, Grub Street. Removal of condition 4 to permit full residential occupation. PC offered no comment. Noted

9. Planning decisions noted

- 9.1. NNDC. Thistledown, North Walsham Road. Erection of replacement single-storey rear extension with accommodation in roof space
- 9.2. NNDC. RNLI, Cart Gap Road. Siting of building to provide ancillary retail sales
- 9.3. NNDC. Happisburgh School, The Street. Erection of detached classroom with storage above. Permitted

10. Items for the Parish News

- 10.1. Pavilion and Playing Field meeting Wednesday 8th October 7.30pm in the Pavilion

11. Correspondence and Circulars for information and action

- 11.1. Mazars. Confirmation of audit for 2013 / 2014. Noted
- 11.2. Residents of Doggets Lane. Thank you for organizing dog bin in response to complaint at previous meeting. Noted
- 11.3. Rospa playsafety. Assessment of the play equipment beside the Wenn Evans. Determined as low risk. Noted
- 11.4. HMRC. Re-registration with HMRC to comply with laws. All PCs have to be registered and run real time reporting. Noted

12. Any other business

None

13. Date of next meeting – Monday 10th November 2014

The meeting closed at 9.10 pm