

**MINUTES OF MEETING OF HAPPISBURGH PARISH COUNCIL
HELD AT THE WENN EVANS CENTRE ON 11th July 2011 at 7.30pm**

Present:

**Cllr Glenn Berry, Cllr Bill Greeno, Cllr Kim Holt,
Cllr Thomas Love, Cllr Dave Mole, Cllr Kirsty Ritchie,
Cllr Cubitt Siely & Cllr George Siely
County Cllr Paul Morse**

Sally Gill (Clerk)

5 members of the public

1. Apologies for Absence.

Apologies for absence were received from Cllr Clive Stockton and PCSO Dack.

2. Declaration of Interest on Agenda Items.

No interests were declared.

3. Minutes of the Happisburgh Parish Council Meeting held on 16th May 2011

The minutes of the meeting of Happisburgh Parish Council held on 16th May 2011, having been circulated, were taken as read, **AGREED** and **APPROVED**. The minutes were signed by the Chairman.

Matters Arising for information

The Clerk reported that the dog bin on Whimpwell Street had been purchased and that following a request for information on flag poles NNDC have confirmed that planning permission is needed when the height exceeds 1.6 metres and if not flying national flags. Glenn is still waiting to hear from Anglian Water to establish ownership of land on Lighthouse Lane.

4. Co-option to Parish Council

There were five applicants for the vacancies with interviews carried out on 27th June. The Interview panel, comprising of Glenn Berry, Dave Mole and George Siely, recommended that Thomas Love and William Greeno be appointed to the Parish Council. This was unanimously **AGREED**. The successful candidates were both at the meeting as members of the public and were therefore asked if they wished to accept office. They accepted the posts and both signed a Declaration of Acceptance of Office, following which they participated as Councillors for the remainder of the meeting. Thomas Love declared an interest in the Pathfinder.

5. Pathfinder Project

5.1 There were no representatives from NNDC in attendance at the meeting to give an update.

5.2 Update Glenn gave an update as follows: Works to the beach debris removal will be starting w/c 18th July with the car park being prepared this week for plant storage. NNDC will be tidying the gardens of the empty properties on Beach Road. The draft lease for the car Park has been prepared, Clive Stockton and Malcolm Kerby will go through the draft prior to a meeting with NNDC and their Solicitor. The toilet block design has come in over budget and will therefore be scaled down. Demolition of the Beach Road Properties will be carried out by December, with one owner still to move out. NNDC will supply the car park machines, which will be mains pod machines with a light next to the machine and heat to prevent tickets getting damp, they will be sealed

and register how much is put in. They will require emptying, counting and banking at the Post Office. The exact details regarding an employee and responsibilities are to be decided in detail later. There was a discussion around the RNLI and whether they would be having a kiosk on the new car park, Glenn will contact Brian Farrow at NNDC to obtain a definitive answer. It was noted that the old car park would be earth bunded, railed off and landscaped. The old concrete from the ramp will be used for re-alignment of the rocks on the beach. NNDC are still holding discussions regarding extension of the footpath and with no Pathfinder funds available a community purchase may be considered. The Pathfinder buy and lease scheme is no longer going ahead

5.3 Proposed New Play Area Leonie Hughes has had a good response to the 900 questionnaires that were sent out to Happisburgh and surrounding Parishes with a 13% return from Happisburgh residents and an overall 6% return. There have been volunteers willing to help on a committee with the initial meeting to be arranged. It was **AGREED** that Kim Holt and Glenn Berry are the Parish Council representatives on the local working party committee.

6. **Report from District & County Councillors**

County Cllr Paul Morse gave a short report as follows

Highways. Four main issues have been addressed, kerbs have been installed at Whimpwell Green to remedy encroachment, potholes are being repaired and the blocked ditch causing flooding on Coronation Road has been looked into and an easy solution to the problem has been identified. Paul had been advised that works to the soakaway and gully on Beach Road near the Old Dairy had been completed but learnt later that it is still to be actioned which he will chase up.

School. Paul will be arranging a meeting at the School to discuss several issues which include the possible relocation of the Caravan Park to land behind the School and acquisition of land by the School.

Footpaths. Paul will be looking into the issue of footpath cutting/maintenance following cutbacks to NCC works due to budget restraints. Local Parishes were asked if they wished to take on any works but it is unclear how much work NCC will continue to do. Paul will try to ascertain exactly what funding they have and what works will be carried out and will discuss further with Glenn with regard to the requirements of maintenance on footpaths in Happisburgh.

Questions Paul received one question from a member of the public about the safety issues when parents park outside the School to drop off and collect children which causes congestion. Paul and Glenn have both on many occasions tried in liaison with the School and NCC to resolve this issue. Paul will look into why there are parking restrictions on School land.

Following the elections and co-option the Council now has a full complement of Councillors and it was therefore agreed to appoint a link governor with the Primary School. Bill Greeno volunteered for this position and it was **AGREED** that he is the appointed Link Governor, and will attend Governors meetings at the School.

7. **Police**

7.1 Crime Report

PCSO Dack provided a report for the meeting, advising that there had been no crimes reported from the Happisburgh area since the May meeting.

The current Policing priorities are:

Attention to Horning following complaints about anti-social behaviour.

Patrols to Hoveton Village Hall after reports of graffiti and anti-social behaviour.

Attention to vehicles parked on ramps and beaches especially jet skis at Walcott, Happisburgh and Sea Palling.

7.2 Other Police Matters

It was noted that the part of the beach with ongoing debris removal works and the new car park which is being used for plant storage will be closed off during the works with no access to the public.

8. Public Participation

A member of the public raised an issue concerning noisy quad bikes on the beach on the previous Sunday. The Clerk will contact PCSO Dack about this.

9. Financial Matters.

9.1 Current bank balances were noted.

9.2 Bank Signatories:

It was agreed at the last meeting to add George Siely and Kim Holt as bank signatories. Glenn has obtained the required form from Nat West and it was **AGREED** to add George and Kim to the bank mandate and to remove Carol Palfrey and Jane Archer who stood down as Cllrs at the recent elections. Glenn will proceed with completion of the mandate. It was also **AGREED** that the Clerk should have authority to obtain bank statements and deal with any enquiries on the bank accounts. Glenn will send written confirmation of this to the bank.

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

Clerks Pay & Exp: June/July	£222.28
HMRC Tax on Clerks pay	£40.00
NNDC Dog Bin Purchase	£102.00
Nalc – Summer Conference	£40.00
Playsafety Rospa Annual Play	
Equipment chek	£75.60
Nfk Playing Field Ass Subs	£20.00
Total Payments;	£499.88

9.4 Three letters of thanks for donations were received - from St Marys Church, Friends of Happisburgh Lighthouse and North Walsham Area Community Transport Association.

9.5 There were no other financial matters.

10. Pavilion & Playingfield

10.1 Update from Playingfield Committee

Mike advised that a Playing field committee meeting had been held the previous week and finances were not great with £444.14 in hand. All clubs had paid fees up to next March but a sports night and quizzes will be held to raise funds. The main problem at present is moles. Mike currently has one price to deal with the moles but will get some more quotes. If it is an expensive ongoing problem the Parish Council will consider making a contribution. The Council thanked Mike for all his hard work and contributions towards maintenance of the the Pavilion and Playingfield.

10.2 ROSPA Annual Play Equipment Check

Rospa carried out the annual inspection in June. Only one item needed attention, corrosion to the multi play unit at the foot of a red support which requires de-rusting and applying a coat of paint. This work has already been carried out by Dave Mole with George Siely supplying the paint.

11. Allotments

George Siely gave an update advising that three plots are not being worked, two tenants have had monitoring letters and subsequent warning letters and a further tenant has recently had a monitoring letter. One of the tenants has just started to work their plot but this will be regularly checked. There is rubbish still being dumped, this

may possibly be a tenant. Thomas Love is still aiming to install a water tank. George will photograph plots to help monitor the various issues. Bill Greeno will contact the School to find out if they wish to have a small Allotment which George will prepare. If plots not being worked remains an issue the Council will consider asking for a deposit as well as rent for their allotments.

12. **Planning**

12.1 Planning Applications

PF/11/0699 Erection of Single Storey Extension at Manor Farm, Coronation Road for Mr & Mrs Sands. No objections.

PF/11/0782 Removal of condition 4 of Planning Permission ref: 05/0489 to permit permanent residential occupancy at Yeoman Barn, Grubb Street for Mr J Dean. No objections.

PF/11/0817 Retention of holiday accommodation unit as converted with elevation changes at Yeoman Barn, Grubb Street for Mr J Dean. No objections.

PF/11/0725 Erection of replacement holiday dwelling at 8 Doggetts Lane for Mr E Kelly. No objections.

12.2 Planning Decisions

PF/11/0268 Permission for Erection of Two Storey Side/Rear Extension at 34 Coronation Close for A. Elgie.

PF/11/0267 Permission for Erection of Two Storey Side Extension at Lingfield House, Whimpwell Street for Z.Fuller.

PF/11/0405 Permission for Variation of Condition 5 of permission Ref: 04/2232 to permit permanent residential occupancy of Barn 1 at Golds Farm Barn, North Walsham Road.

LA/11/0415 Consent for Alterations to Outbuilding at Thrums, The Hill for Mr Burke.

PF/11/0530 Refusal for erection of 15m Wind Turbine at Moat farm, School Common Rd for Mr N Popay.

12.3 Norfolk Minerals and Waste LDF

Receipt was noted of the Site Specific DPD with consultation running to 15th August and Core Strategy DPD addition to sustainability appraisal with consultation running to 1st August.

12.4 Power & Recycling Centre at Kings Lynn

Receipt from NCC was noted of information on the proposed Power & Recycling centre at Kings Lynn. Comments on the planning application can be made via the NCC website. After a brief discussion it was decided there were no comments to make to NCC on this issue.

12.5 Planning Application Consultation

Glenn asked for all Councillors to respond to his emails regarding planning applications.

13. **Standing Orders**

The model Standing Orders were revised by Nalc during 2010 with further revisions made in 2011. With the Parish Council standing order review due, the Clerk prepared a draft copy which was circulated by email prior to the meeting and a hard copy distributed at the meeting. Some information was required to be inserted and this was done using the same information as inserted in the previous standing orders. It was **AGREED** to adopt the draft model.

14. **Wenn Evans Centre**

Dave presented the annual accounts for 2010/2011 giving an explanation on the income and expenditure figures. Dave also circulated a comparison of accounts from 2004 to date. It was noted that the number of regular users has gone down to three. A

discussion ensued with the agreement that the hall needs to be promoted to encourage more regular users. Kim Holt volunteered to go on to the management committee and Carol Palfrey has advised that she is willing to continue with the bookings, holding a key and signing cheques. It was **AGREED** to write to Carol and thank her for her time served on the management committee and thank her for offering to continue with the bookings. The Council also thanked Dave for all the work he has put in to turn around the Centre. Promotion was discussed and it was decided to put adverts in the Free Ads and Town and Country paper for a few months and Dave will contact Jim Whiteside to market it on the Happisburgh Village website. If updating/improvements needed to be carried out the Parish Council would consider contributing. Dave will report back on progress at the next meeting.

15. Correspondence and Circulars

15.1 To receive correspondence and agree action:

1. NALC – Receipt was noted of Norfolk Link May 2011, Request for Nomination of Officers for 2011 AGM, Request for Resolutions for Debate at AGM 2011 and Invitation to a Summer Picnic & Sustainability Event.
2. Receipt was noted of Invite to UEA – Green Community Challenge 2011 event on 16th July.
3. NNDC – Receipt of email was noted advising that requests for Street Signs are to be raised via Parish Council first who forward to NNDC.
4. Police - Receipt was noted of the Local Policing Plan for Norfolk.
5. NorfolkRCC – Receipt was noted of Pride of Norfolk Awards for 2011.

15.2 To note correspondence received since 4th July 2011.

1. The Queens' Diamond Jubilee celebrations next year were mentioned but will be discussed at a later date.
2. NNDC Will be hosting a Green Build event at Felbrigg Hall, Cromer on 10th & 11th September.

16. Date of next meeting – Monday 12th September 2011 at 7.30pm.

There being no further business the meeting closed at 10.05pm.

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