

**MINUTES OF A MEETING OF HAPPISBURGH PARISH COUNCIL
HELD AT THE WENN EVANS CENTRE ON 13TH MAY AT 7.30PM**

Present:

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

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

To elect a Chairman and Vice-Chairman

Cllr Glenn Berry was nominated as Chairman. There were no other nominations. Cllr Berry was voted in as Chairman. Cllr David Mole was nominated as Vice-Chairman. There were no other nominations. Cllr Mole was voted in as Vice-Chairman. Declarations of office were signed.

- 1. To consider apologies for absence.** None had been received
- 2. To receive Declarations of Interest on agenda items.** Declarations were received from Cllr Love regarding item 4.8
- 3. To agree the minutes of the meeting of Happisburgh Parish Council held on 11th March and matters arising** (for information only). The minutes were agreed, with no matters arising

4. Reports

- 4.1 The Chairman's report.** The Chairman reported that there had been a problem with the footpath across the field behind Happisburgh Manor, which would be part of the new Coastal Footpath.

The Chairman had held a meeting with Richard Cook on the emergency plan for Happisburgh and would be reporting back to the Council when the plan was complete.

The Chairman noted that there had been complaints of coaches driven down Beach Road. There is a 'no coaches' sign. The Clerk had written to NCC and would be writing to Sanders and Maretts Chariots to explain that coaches should be parked at the Wenn Evans centre if necessary

The Chairman reported that he is working with Simon Briggs regarding flood water in the village and would be reporting back with any findings and future plans to prevent minimise flood risk.

The Chairman explained to the Council that the Christmas Lunch had not been held by the PCC or the Church Rooms, but by independent individuals within the village

4.2 District and County Councillor reports:

The Chairman welcomed the new County Councillor – Ed Foss, who some of the Councillors knew because of his background as a journalist. Cty Cllr Foss thanked the Chairman and noted that he has a 'hard act to follow' with Paul Morse. He explained that he has worked with Paul and would continue to do so. He urged parishioners and Councillors to contact him with any points, recommendations or concerns

District Councillor Lee Walker explained why she had been unable to attend the previous meeting. She also identified a grant, which is available for local projects. She urged anyone who was considering projects, and who would benefit from funding, to contact her. She also clarified that people can apply for discretionary housing payments to help with the 'bedroom

tax'. District Cllr Walker explained her dissatisfaction with this tax and noted that she would be lobbying against it

4.3 Police report.

Since the March meeting there had been two reported crimes: between 25th and 26th March there had been a theft from a motor vehicle. Alloy wheels had been removed from a vehicle that was stored in a rear garden. Between 6th May and 7th May there had been criminal damage to a motor vehicle. 2 windows had been smashed whilst a vehicle was parked on a driveway. The Chairman noted that the Police were appealing for any witnesses of an incident where a person was acting aggressively in the field near the hill

4.4 Car Park / toilet block report.

The Chairman noted that the car park had run fairly smoothly with some small issues being that someone had locked all the doors from the outside on one occasion and on another someone had become stuck in the disabled cubicle and had to be freed by the Fire Service. The back up pay and display machine had been delivered and would be commissioned soon. A base needed to be put in so that the machine could easily be positioned at the car park if necessary

4.5 Pavilion and Playingfield report.

Cllr Ritchie reported that the various committees had held a meeting and were looking for new members

4.6 Allotments report

Cllr G Siely noted that there was one allotment to let. Councillors agreed that the allotments were looking tidy at the moment

4.7 Wenn Evans Centre report

Cllr Mole reported that a working party had taken delivery of 20 tonnes of asphalt planings and had spread it all. He recorded his thanks to all those involved and to Cllr C Siely for the loan of his loader

4.8 Playspace report

Mrs Munday updated the Council on the playspace.

The sub-committee had been successful in its second grant funding application and had been awarded a grant of £5,000 from the Victory Housing Trust Community Fund. This meant that there were now sufficient funds to proceed. She explained that most grant funders do not cover the VAT element of projects if this can be reclaimed. The Council will be able to reclaim the VAT and was therefore asked to cover the VAT element of the project (up to £3,400). The Council agreed to this.

The Parish Council formally thanked Cllr Love for his generous gift of land to Happisburgh. Cllr Love had also kindly covered the solicitors' fees for the transfer of ownership

Mrs Munday noted that the playspace sub-committee are looking into various wooden fencing options which are EN1176 compliant. She also reported that the sub-committee are liaising with Cllr Love regarding preparation of the play space land. This will probably be at the beginning of August. Mrs Munday urged members of the local community to participate

The Parish Council agreed that the fence on the southern boundary of the car park would need to be replaced and that the dropped kerb in front of the toilet block (for wheelchair access to the play space) would need to be used. The Council agreed that the Steering Group should write to NNDC explaining this

Mrs Munday explained that she is investigating CRB further and thanked Councillors for their support on this

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

There was a request for (additional) waste bins and recycling bins to be placed on the car park (near to the toilet block). In particular because the metal bin is currently being used as a general waste / dog waste bin. The Chairman agreed to look into this.

Mrs Munday reported that herself and two colleagues had half filled the bin again with metal and brought two gas bottles off the beach along with several bags of litter. She noted that Jewson's had donated a wheelbarrow to the PC for beach clearance and play space activities.

Mrs Munday explained that she had met with Russell Tanner of NNDC, with other members of the Council and Playspace sub committee, and that because of the level of debris on the beach he had agreed with Brian Farrow to supply a dumper, digger, two operatives and a skip on Tuesday 28th May to assist in clearing the beach

Mrs Munday noted that she intended to complete a risk assessment so that she could advertise a community clearing event and asked the Parish Council to give the Chairman delegated authority to approve this after it had been vetted by NNDC officers. The Council agreed to this.

Mr Burke asked the Chairman if there were any thoughts currently about access to the Western Beach. He explained that, whilst he could see that the metal steps were completely out of the question, perhaps a ramp or similar could be put in place. The Chairman informed Mr Burke that the current levels of erosion are so severe that there would be little point in putting anything in place. Cllr Love also explained that the cliffs in that area are covered by Natural England's 'Sites of Specific Scientific Interest (SSSI).

Mr Burke also asked why there was no sea defence in front of the caravan park. Cllr Love explained that the area is categorised as arable land and therefore there is no funding available to defend it.

Mr Burke asked County Cllr Lee Walker if she would be willing to ask Norman Lamb MP to lobby against the 'bedroom tax'. She reported that she had already done so

Some questions were asked regarding the current situation with the flooding. The Chairman reported that he was in discussion with Simon Briggs of NCC Highways who was putting a report together. Cllr Love and Cllr Fleming made various suggestions regarding the re-routing of water through the village and potentially putting pipes under footpaths. The Chairman agreed to put these suggestions forward to Simon Briggs for further research

6. Agenda items

- 6.1. Annual return. For Council approval. The Clerk explained the process of the external audit and went through the 12-month figures with the Council. The Council approved the audit
- 6.2. Risk Management Policy. Approved
- 6.3. Fixed Asset register. Approved
- 6.4. Diana Wrightson Memorial. The Chairman explained that this was ongoing and that the current idea was that the Play Space should be named after Diana Wrightson

7. Financial Matters

The following cheques were authorised and signed:

- 7.1. CP Account. Chq no 16. Jason Langford. May salary. £750
- 7.2. CP Account. Chq no 17. Jason Langford. June salary. £750
- 7.3. CP Account. Chq no 18. Aon. Additional insurance to cover £30,000 loss of revenue. £30.10

- 7.4. CP Account. Chq no 19. Nagels. Tickets for P&D machine. £211.36 inc £35.23 VAT
- 7.5. CP Account. Chq no 20. Parkeon. Back-up P&D machine. £3,748.80 inc £624.80 VAT
CP Account. Chq no 21. PC Account. Business rates on DD. £866.25
- 7.6. PC Account. Chq no 530. Wenn Evans Centre. £300
- 7.7. PC Account. Chq no 531. CAB. £150
- 7.8. PC Account. Chq no 532. St Mary's Church News Sheet. £100
- 7.9. PC Account. Chq no 533. St Mary's Church Room Fund. £50
- 7.10. PC Account. Chq no 534. St Mary's Churchyard. £50
- 7.11. PC Account. Chq no 535. Friends of Happisburgh Lighthouse. £100
- 7.12. PC Account. Chq no 536. Happisburgh Cricket Club. £500
- 7.13. PC Account. Chq no 537. North Walsham Area Transport. £100
- 7.14. PC Account. Chq no 538. Norfolk and Suffolk 4x4 response. £50
- 7.15. PC Account. Chq no 539. Cancelled.
- 7.16. PC Account. Chq no 540. Cllr Love. Land transfer of ownership. £1
- 7.17. PC Account. Chq no 541. NALC. Subscription. £151.56
- 7.18. PC Account. Chq no 542. Hire of Wenn Evans Centre £66
- 7.19. PC Account. Chq no 543. Norfolk RCC. Subscription. £20
- 7.20. PC Account. Chq no 544. Clerk salary and expenses. £409.49

8. Planning applications. The PC had offered 'no objections' to the following planning applications during the month:

- 8.1. PF/13/0367. Long Acre Barn, Grub Street. Variation to permit continued full residential occupation
- 8.2. PF/13/0298. West Barn, Church Farm, Church Street. Variation to permit full residential occupation of Unit 1.
- 8.3. PF/13/0287. Boundary Stables, Grub Street. Erection of extension to holiday unit.

9. Planning decisions

- 9.1 PF/12/1247. Manor Cottage, The Street. Installation of stand alone solar array
- 9.2 PO/12/0423. Sites off North Walsham Road and Beach Road. Permitted
- 9.3 LA/13/0238. Holly Farm, Whimpwell Street. Internal alterations and repaint external doors and windows. Withdrawn
- 9.4 PF/13/0143. Manor Caravan Park, The Hill. Use of land for the temporary re-location of 12 mobile homes. Permitted
- 9.5 PF/13/0264. Larksfield, Hall Farm, Grub Street. Erection of side extension to pole barn

10. Items for the Parish News

- 10.1. Update on PlaySpace

11. Correspondence and Circulars for information and action

- 11.1 HMRC. £1,370.89. Vat refund received. Noted
- 11.2 Environment Agency. Summary of proposed work. The Chairman summarised this to the Council
- 11.3 NNDC. Letter from the Leader of the Council proposing that he sends a member of the Leadership Team to attend a meeting. The Council agreed that the Clerk should contact the Leader and suggest some dates

12. Any other business

None

13. Date of next meeting – Monday 8th July

The meeting closed at 8.32pm