

**MINUTES OF MEETING OF HAPPISBURGH PARISH COUNCIL
HELD AT THE WENN EVANS CENTRE ON 14th February 2011 at 7.30pm**

Present:

**Cllr Glenn Berry, Cllr Jane Archer, Cllr Kim Holt,
Cllr Thomas Love, Cllr Roger Mason, Cllr Dave Mole,
Cllr Kirsty Ritchie, Cllr Cubitt Siely & Cllr George Siely
District Cllr Lee Walker
Sally Gill (Clerk)**

7 members of the public

1. Apologies for Absence.

Apologies for absence were received from Cllr Carol Palfrey, Cllr Clive Stockton, Cllr Paul Morse and PCSO Dack.

2. Declaration of Interest on Agenda Items.

Kirsty Ritchie declared an interest on Item 5 & Thomas Love declared an interest on Item 7.

3. Minutes of the Happisburgh Parish Council Meeting held on 10th January 2011

The minutes of the meeting of Happisburgh Parish Council held on 10th January 2011, having been circulated, were taken as read, **AGREED** and **APPROVED**. The minutes were signed by the Chairman.

4. Licence Application for Pavilion by Cricket Club

An application was made for a Premises Licence by Happisburgh Cricket Club without prior consultation with the Trustees, being the Parish Council. However after a meeting with the NNDC Licensing Officer it was apparent that the appropriate Licence should be a Club Licence therefore the first application was withdrawn and Kirsty will be applying for a Club Licence on behalf of the Cricket Club with herself as Licensee. Prior to the meeting Kirsty circulated to Cllrs details of the proposed application and highlighted the main points as follows:

The Club Licence for members and guests will require members to have a membership card and guests to be signed in for that day. The days/times are Wed, Sat & Sun 2pm to 11.30pm although in practice it will more likely be from 6pm and not as late as 11.30 – the times are given as such to allow for occasional cricket matches demanding an earlier start or a later finish. Alcohol and money will not be left on the premises and any profit will go to the Cricket Club fundraising with a donation to the Playingfield Association. The area to the front of the Pavilion will be a designated outside area.

Kirsty as the Licensee holds the NNDC certificate and herself with a team of volunteer helpers will form a bar management committee. It was confirmed that rubbish will be disposed of appropriately and notices erected advising no money or alcohol to be left on premises. Only members and guests will be served alcohol, with the membership list available behind the bar and ID requested as appropriate to confirm age. Concern was raised about increase to Insurance due to sale of alcohol. The Clerk will contact Allianz to find out increased costs and these will be met by the Cricket Club. Business Rates are not applicable which was confirmed by the NNDC valuation officer. Concern was also raised regarding the Licensing time being to 11.30pm for nearby residents, however the closure time will rarely be that late. It was noted that to comply with fire regulations there should only be a maximum of 50 people in the Pavilion but it was confirmed the numbers would be less. It was also noted that if any Club should hold a special occasion at the Pavilion eg hog roast event then a Temporary Event Licence would need to be applied for in the normal way by the event holder.

The proposals are supported by all the Cricket Club and the Football Club. It was **AGREED** that the Parish Council support verbally the proposal for the Cricket Club to proceed with a Club Licence application but not support financially, with any extra costs incurred to be met by the Cricket Club. Kirsty left the room during the vote as she had declared an interest.

5. Public Participation

It was **RESOLVED** to close the meeting for public participation.

One member of the public spoke with regard to the Allotments and handed a letter to the Chairman with requests and suggestions which was read out. A response will be sent after discussion at the March meeting. It was **AGREED** at the next meeting to approve a revised Tenancy Agreement which will stay in force and include items such as advising on regular inspections, action to be taken when plots are not worked and rules about no rubbish or fly-tipping. Although it was suggested to form a working party of 2 Councillors and 2 Tenants to draw up the draft Tenancy Agreement and discuss Allotment improvements it was decided for the time being to progress with George co-ordinating the improvements and overseeing the Allotments generally and for George & Glenn to prepare the draft Agreement. George has already put in a lot of time and effort in clearing the site with Thomas providing a vehicle to take the rubbish away. *The meeting was reconvened.*

6. Extension of Bowls Pavilion

The cricket club had previously had permission to erect a storage container on the playing field but have now advised that instead they wish to extend the Pavilion. Dave advised that planning permission would be required for an extension of 3.5m x 5m using the same material and no effect to drains, which will cost the Parish Council £85.00. However before a decision can be made it was suggested that the cricket club liaise with the other clubs who use the Pavilion to seek their views before a decision is made. This will be put on the agenda for 7th March.

7. Car Park Business Plan

Glenn advised that with the loss of some of the Beach Road properties NCC Highways would not need to carry out road improvements at the junction of Beach Road. Glenn asked if Councillors would be prepared to make a firm commitment to NNDC to take on the car park. The initial costs would be underwritten by funding from the Pathfinder project. The running costs that NNDC prepared for a cabinet meeting were very similar to the projected costs that Glenn has prepared. It was noted that the Council do not have to register for VAT as the income will be lower than the registration threshold. The car park fees and other management/operating issues would be decided when the Parish Council takes over. The Pathfinder team will cease in April with the Coastal Protection Team taking over. It was **AGREED** to write a Statement of Intent to NNDC that Happisburgh Parish Council wish to take over running the new car park. Thomas abstained from voting as he had declared an interest.

8. Date of next meeting - Monday 7th March 2011 - Parish Meeting at 7.30pm followed by Parish Council Meeting.

There being no further business the meeting closed at 8.45pm.

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