

**MINUTES OF ANNUAL MEETING OF HAPPISBURGH PARISH COUNCIL
HELD AT THE WENN EVANS CENTRE ON 17TH MAY 2010 at 7.30pm**

Present:

**Cllr Glenn Berry, Cllr Jane Archer, Cllr Peter Gore, Cllr Kim Holt, Cllr Thomas Love,
Cllr Roger Mason, Cllr Kirsty Ritchie, Cllr Cubitt Siely, Cllr Clive Stockton
County Cllr Paul Morse**

**Sally Gill (Clerk)
Malcolm Kerby
4 members of the public**

1. Election of Chairman.

It was unanimously **AGREED** to elect **Cllr Glenn Berry** as **Chairman**. Glenn agreed and signed a declaration of acceptance of office.

2. Election of Vice-Chairman.

It was unanimously **AGREED** to elect **Cllr Jane Archer** as **Vice-Chairman**. Jane agreed and signed a declaration of acceptance of office.

3. Apologies for Absence.

Apologies for absence were received from Cllr Dave Mole, Cllr Carol Palfrey, Cllr George Siely, District Cllr Lee Walker and PCSO Dack.

4. Declaration of Interest on Agenda Items.

Jane Archer, Thomas Love & Clive Stockton all declared an interest on Item 11 the Pathfinder Project.

5. Representatives.

Allotments Peter Gore will continue to have responsibility for the allotments.

Playing Field Committee Glen Berry, Jane Archer, Dave Mole & Kirsty Ritchie will continue as representatives on the committee

Wenn Evans Centre. David Mole and Carol Palfrey to continue as representatives

Lighthouse Trust Clive will continue as representative. It was noted that the Parish Council appoints 4 representatives to the Trust and this will need to be reviewed next year - 2011. Clive will look at records of the Trust to confirm the date and actions required.

6. Minutes of the Happisburgh Parish Council Meeting held on 8th March 2010

The minutes of the meeting of Happisburgh Parish Council held on 8th March 2010, having been circulated, were taken as read, **AGREED** and **APPROVED**. The minutes were signed by the Chairman.

Matters Arising for information not included on agenda

Glenn reported that the enforcement officer at NNDC had confirmed that all appropriate action had been taken regarding the garages at Cart Gap. Glenn advised that NCC highways still need to address the problem of concrete blocks, wheelie bins and cars on Lighthouse Lane. Regarding the drainage problems at Lower Happisburgh there is possibly a tree root causing the problem. A camera probe is to be used to investigate and when the results are known Glenn will speak to NNDC again to try and resolve. Glenn thanked Thomas Love for the £350 payment for the concrete pipes.

7. Police

7.1 Crime Report

PCSO Dack provided a report for the meeting advising on the following crimes: Between 1/8/09 and 26/3/10 monies were taken from RNLI at Happisburgh – the offender has been charged.

8/4 – 9/4 Burglary at The Common with electrical items taken.

Overnight on 30th April 3 vehicles broken into, 2 of which were not secure, with personal items taken from each vehicle. Lessingham and Sutton had several vehicles broken into on the same night.

2/5 to 3/5 a holiday home at Rollesby Way was broken into, with food thrown around inside – still being investigated.

1/5 – 3/5 a cash box was stolen from shower room at Manor Farm caravan Park – later recovered in a nearby garden.

7.2 Other Police Matters

There were none.

8. Report from District & County Councillors

County Cllr Paul Morse gave his report as follows:

Police. There have been comments regarding non appearance of the Police and lack of members of the public at police surgeries, therefore Paul has spoken to the District Commissioner and is awaiting a response.

Flood Warning. There is to be a scrutiny meeting at NCC where Floodline Warning Direct will discuss the experiences of Walcott. However a bid for inclusion in the Sustainable Communities Act to manoeuvre links so flood sirens could be controlled by Parish Councils has failed.

Highways. Following the bad winter and the adverse effect on highways, NCC has been allocated funding of 2.8 million for road repairs. Therefore along with their own reserves, a programme of works will be carried out. If any highway needs attention please advise Paul.

There was no report from District Cllr Lee Walker.

9. Public Participation

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

No members of the public wished to speak.

The meeting reconvened.

10. Financial Matters.

10.1 The End of Year Accounts were **AGREED** and signed by the Chairman.

- 10.2 The Annual Return was **AGREED** and signed by the Chairman and RFO. For the period when electors can inspect the accounts they will be retained by Chairman Glenn Berry.
- 10.3 Current bank balances were noted. The first instalment of the precept has been received. It was noted that siting of the the dog bin at Lighthouse Lane has been agreed and installed. The VAT return for 09/10 has been sent.
- 10.4 The following cheques were **AGREED** and signed:
- | | |
|------------------------------------|---------|
| NNDC – lease of dog bins - | £138.00 |
| Norfolk RCC Subscription | £25.00 |
| NPFA Subscription | £20.00 |
| NALC Subscription | £151.39 |
| Sally Gill - Clerks pay & expenses | £239.39 |
| HMRC – Clerks tax | £40.00 |
| <u>S137 Precept Donations:</u> | |
| Friends of Happisburgh Lighthouse | £100.00 |
| C.A.B. | £50.00 |
| Parish Newsletter | £100.00 |
| Nth Walsham Area Transport Ass: | £100.00 |
| Recreation & Playingfield | £200.00 |
- 10.5 As the Insurance is less this year it was **AGREED** that the Wenn Evans and the Playingfield contributions towards Insurance for 2010/11, would be reduced in proportion to the reduced premium.
- 10.6 There were no other financial matters.

11. Pathfinder Project

A Community Planning Event was held at the Wenn Evans Centre on Saturday 24th April. It was held to help the community understand the nature of the Happisburgh Pathfinder projects and how they or their local environment might be affected by them. The event also sought to gather feedback on the physical projects that will take place “on the ground” in Happisburgh and the process of implementing them. Glenn handed out a report on the event and feedback on specific projects. The main points from the day are that the Community would like to see the caravan park stay in the village and that the beach should be tidied up and made safe. After being asked about a beach clean/litter pick Glenn is going to look into the possibility of arranging one at Happisburgh.

Clive Stockton reported that the launch of the Business Advice Project would take place on 20th May at Woodlands, Trimmingham. The project will give free advice and support to businesses in a coastal risk area. NNDC have appointed a property adviser and an acquisition policy, which will define overall rules, is to be drawn up and adopted at the June Cabinet meeting at NNDC. He also advised that the liaison group and NNDC need to discuss further about the car park. He also advised that at present there are no statutes that enable individuals to provide their own sea defences.

Malcolm Kerby reported that the reference group have confirmed that the North Norfolk project is on track and progressing as fast as it can. A lot of Malcolm’s time is spent in London at the moment and in the future government cuts will be heavy on environment, flood and coast management.

12. Pavilion & Playingfield

Payment of £350 has been received from Thomas Love for the concrete tunnels. This money will be donated to the Cricket Club towards their Insurance. Concern was raised

over cricket balls going into the play area during cricket matches. It was suggested erecting a protective net, however after inspecting the area it was **AGREED** to look into the possibility of moving the play area. It was **AGREED** to arrange the annual inspection of play equipment with ROSPA, however this will be postponed if the play area is to be moved. Mike Trivett advised the cricket club would be organising family rounders and BBQ's on Fridays during the summer. He also advised there will be a fund raising evening at The Lighthouse Pub on 28th August and the possibility of an antiques fair was being looked into. The Playingfield accounts for 09/10 have been prepared and will be sent to the Clerk to be forwarded to the Charity Commission.

Clive Stockton left the meeting.

13. Planning.

13.1 Planning Applications

PF/09/1060(amended) Erection of two turbines with associated hardstandings, access tracks & substation compound at Grove Farm, Ingham. No objections

PF/10/0494 Erection of carriage house/garage at Whites Farm Barn, North Walsham Road for Mr S Kinsey. No objections however this property is not in the Parish of Happisburgh therefore the application will be passed to Walcott Parish Council.

Pf/07/1839 Change of use of redundant building to one unit of holiday accommodation at Hill Farmhouse, Whimpwell Street has been withdrawn.

13.2 Planning Decisions

PF/10/0180 Erection of pre-fabricated building to house machine for removing contaminants from scrap motor vehicles at DLH Auto Recyclers, Grubb Street has been granted permission.

14. Correspondence and Circulars.

14.1 NALC– Receipt was noted of Norfolk Link and Training Events.

14.2 NNDC – Receipt was noted of letter regarding Code of Conduct and respect.

14.3 Norfolk Disability Information Service – Receipt noted for request of community information – questionnaire to be passed to Carol Palfrey for completion.

14.4 Clerks & Councils – Receipt was noted of magazine.

14.5 NCC – receipt was noted of new bus timetables.

14.6 Happening Partnership – It was noted meetings are to be held monthly on a Thursday morning – Thomas Love will try to get to the meetings.

14.7 Glenn was in receipt of an email regarding a project – Making Local Food Work – aimed at community village shops - he will pass the information to the local shop.

14.8 Street Cleaning – concern was noted over lack of road sweeping in Lanterns Lane. Glenn will speak to NCC highways about this problem.

14.9 Parking – concern was also raised about parking for the Church tea rooms – the problem will be monitored and if continues will be addressed.

15. Date of next meeting – **Monday 12th July 2010 at 7.30pm.**

There being no further business the meeting closed at 9.40pm.

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