

SNETTISHAM PARISH COUNCIL

Minutes of the Meeting of Snettisham Parish Council held on Wednesday, 3rd July 2019 at 7.00 p.m. in the Memorial Hall

Present:

Cllr A Todd (AT) – Presiding

Cllr D Bocking (DB), Cllr G Deverick (GD), Cllr R Garwood (RG), Cllr J Kerr (JK), Cllr R Kerr (RK), Cllr H Platt (HP), Cllr R Pugh (RP), Cllr L Standeven (LS), Cllr L Todd (LT)

Also in attendance: NCC Cllr Stuart Dark (SD) (p/t)

Approximately 10 members of the public

Minutes taken by Simon Bower (Clerk to the Council)

Meeting started at 7.00pm

2019.07.03.01 – There were no **apologies** for absence.

2019.07.03.02 – LS declared **interests** in items 9.e and 10.a.ii

2019.07.03.03 – Nick Padwick introduced himself to Council, discussing his career in farming, a previous councillorship elsewhere, and his role at Ken Hill.

*Council agreed to **co-opt** Mr Padwick [NP], who signed and read out the Declaration of Acceptance of Office, and took his seat.*

Prop: AT; 2nd: DB; unanimous

*Council agreed, in his absence, to **co-opt** Adrian Gascoigne.*

6-3 (2 abst)

2019.07.03.04 – Public Participation: Gerry Byrne asked why an agenda item proposed, and minuted, last month was not being discussed. He was looking forward to a business plan for £260K expenditure on the former Village shop. AT noted it had been withdrawn, for discussion at the Project Management Group, and suggested waiting until after that. Bob Almey asked if the resolution that all Councillors should have email access would restrict possible future candidates – no, training and/or equipment would be provided if necessary.

2019.07.03.05 – As **Chairman**, AT noted that he had resigned his Trusteeship and voting rights with the MHT, though he would remain as Treasurer.

2019.07.03.06 – *The **minutes** of the meeting on 5th June, having been previously circulated, were taken as read and duly signed.*

2019.07.03.07 – There were no **matters arising** from those minutes.

2019.07.03.08 – For **NCC**, SD welcomed Council. He noted a proposal to change the vehicles at Dersingham Fire Station, and suggested Dersingham PC be contacted. [Clerk noted this might be akin to a similar past proposal for Heacham, which would not have been suitable for brush etc. fires.] Recent heavy rain had not had the dire effects on Common Road that it had previously, thanks to the recent extensive works nearby. HP asked about signs left at "Watery" Lane – SD would chase. There had been changes in personnel in the Highways Team for the West of the County.

2019.07.03.09.a – Clerk went through the **budget** monitoring figures. Likely overspend on contingency budget. Current Barclays balance c.£80,710, and total of c.£153K funds available.

Signed

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Date: 4/9/2019

2019.07.03.09.b – Council agreed by consensus to allow a **cash** float of £500 to the Clerk for the fete.

2019.07.03.09.c – Clerk noted that Eon Direct Debit was always an approximation as invoice arrived after meetings, and that one cheque listed, with a late invoice, was revised downwards. Council agreed by consensus the **expenditure** listed, with those provisos¹.

2019.07.03.09.d – Council agreed, following a request from the Foundation Chairman, that the current **Hall's Trustees**² should continue.

2019.07.03.09.d.i – Council agreed Nigel Madgett as the fourth and final nomination for the **Hall's Foundation**.

Prop DB; 2nd: RK; 9-0, 2 abst

2019.07.03.09.e – [LS left the room for this item.] Council agreed Cllr Deverick as its nominee to the **MHT**, though, at GD's request for the time being at least, not as a full Trustee, but with voting rights.

Prop: JT; 2nd: HP; 9-0, 1 abst, 1 recusal

2019.07.03.09.f – Council agreed to re-appoint Michael Ruston as **Internal Auditor** for 2019/20.

Prop: RP; 2nd: GD; 10-0, 1 abst

Clerk noted that the official audit period concluded on Friday 12th July.

2019.07.03.10.a.i – Council agreed to support **Planning** Application 19/00971 (renewal of permission for two caravans, 1 Shepherd's Port).

Prop: RK; 2nd: DB; 10-0, 1 abst

2019.07.03.10.a.ii – [LS left the room for this item.] Council agreed to support **PA** 19/01000 (first floor extension, 30 Park Lane).

Prop: RK; 2nd: HP; 9-0, 1 abst, 1 recusal

2019.07.03.10.a.iii – Council agreed to support **PA** 19/01050 (Garden Centre to Retail units, with additional outbuildings).

Prop: RK; 2nd: GD; 10-0, 1 abst

2019.07.03.10.b.i. – The following recommendations from the **Amenities** Group were agreed by Council:

1. JK to be Deputy Lead Cllr (Prop: HP; 2nd: LS: unanimous)
2. Three 2m brown benches to be purchased³ for the end of Strickland Avenue (2) and the Playing Field, including fitting (Prop: HP; 2nd: GD)
3. The phone box at Ingolside could be used as a mini-library⁴. (Prop: HP; 2nd: RP; 10-1)
4. (taken out of order) A £50⁵ prize fund be established for design competition for dog-fouling signs. (£25 for student, £25 for School). (Prop: HP; 2nd: RP; unanimous)
5. A working group to be established to review all grounds maintenance contracts, including possible changes to BCKLWN provision. (Prop: HP; 2nd: RP; unanimous) Members agreed as: HP; GD; RP; JK; NP; RK.

¹ Figures listed on last page of minutes correct, except for Eon.

² Eric Langford, Margaret Ponder and Marcus Wright

³ Bench cost £470 each. Any excess over budget to come from reserves. Possible funding to be pursued.

⁴ This to be managed, as is current redecoration work, by local volunteers.

⁵ Funding from reserves.

Signed: _____ (Chair)

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6. *A detailed cut-back, at the end of the season, and a four-year plan for Southgate Lane maintenance to be established⁶. (Prop: HP; 2nd: RP, unanimous)*
7. *Clerk to write to residents of Lodge and Southgate Lanes to inform them that Council would not be conducting any work on the "cut-through" adjacent to their properties. (Prop: HP; 2nd: RP; unanimous)*
8. *Council to seek amendments to the Parish Partnership [PP] Scheme, deferred into 2019/20, allowing possible amendments to location of new TROD on Beach Road. (Prop: HP; 2nd: GD; 10-1)*

DB noted an historic tap on Southgate Lane – referred to Amenities Group

Clerk noted extensive correspondence with a resident on possible "gates" on Beach Rd. Discussions to take place with NCC re: possible PP funding and location. HP asked after funding of gate on FP18⁷ – once invoice received from ABC, Clerk would arrange payment by SPC, and invoice NCC.

2019.07.03.10.c.i – *Council approved, by consensus, membership of AG and NP of such **groups** as they wished.*

2019.07.03.10.c.ii – Council agreed these amendments to **Flag Policy**, re: lowering of flag:

1. *Removal of reference to lowering for former Chairs. (Prop: DB; 2nd: JK; 8-1, 2 abst)*
2. *Removal of right for councillors or public to request lowering for others. (Prop: DB; 2nd: RG; 5-1, 4 abst)*

DB offered to be flag-master once more.

An amendment by HP referring to adding "significant" others was withdrawn on the advice of Clerk, as contravening 2 above.

2019.07.03.10.e.i – *Council agreed to support a possible paperback book based on the **Snett45** project.*

Prop: RP; 2nd: RK; unanimous

This support to be in the form of a £500 start-up grant, funded from reserves, non-returnable and under s.137 legislation⁸.

Prop: GD; 2nd: RP; unanimous

2019.07.03.10.e.ii – *Council agreed to set up a working group to consider how the Village should commemorate the **75th Anniversary** of the end of **WWII** in 2020⁹.*

Prop: RP; 2nd: JK; unanimous

2019.07.03.11.a – **Fete** 2019 – AT, RP, JT and HP (DB possibly) confirmed their availability as volunteers for the fete.

2019.07.03.11.b – A suggestion to mark the end of WWII anniversary by moving the fete (or celebrating VJ Day early at the fete on its usual weekend) was deferred to allow participants this year to express a view.

2019.07.03.12 – GD reported on a "good" meeting of **MHT**; the funding of the Multi-Use Area (likely c.£30K), and work on the project, had been discussed. Clerk to write formally and ask for update. RP reported she had attend the **SNAP**

⁶ Any liability to be disclaimed.

⁷ From SD's NCC member budget.

⁸ i.e. an effective donation to the Poppy Appeal and Scotty's Little Soldiers

⁹ Invitations to the following groups to send a nominated individual: RBL, MHT, WI, SPAM, Salvation Army, Churches, School, Scouts/Guides, and others at Clerk's discretion. Sports groups covered under MHT.

successor meeting. PC Anderton had suggested writing to him, given previous problems in getting response for SPC, mentioning that a reduction in staffing was causing problems. These meetings were open to all and were currently at Dersingham library. Consideration was given to going into schools to address youngsters directly on ASB, as they "see things differently".

2019.07.03.13.a – Council agreed a **donation** of £100 to the Heacham and District Car Scheme.

Prop: RP; 2nd: DB; unanimous

2019.07.03.13.b – Bob Almey had asked for the answers to two questions. Why were **Townlands** meetings held in private? – advice from Charity Commission. Why was the Townlands land taken back from the tenant? – a decision of the previous Council. What happens now was the "next priority" of Council – a meeting taking place after Council this evening.

2019.07.03.14 –Agenda requests: AT proposed two ideas for Council to pursue: a Village Forum (possibly chaired by Clerk) to bring together all groups in the Village for mutual support, and a School Liaison Officer, looking at youth club, ASB, activities. Clerk to write to School.

2019.07.03.15 – Public Participation: Bob Almey asked if the exclusion of the public was compulsory at Townlands meetings – no, but would be discussed.

2019.07.03.16 – *Next ordinary meeting of Council agreed as 4/9/19 at 7pm in the Memorial Hall. An EGM may be held if required on 7/8/19 prior to Full Council Training session.*

Meeting ended at 8.08pm

After this meeting, Councillors met as Trustee of Townlands.

Abbreviations:

BCKLWN – Borough Council; HMG – Her Majesty's Government; MHT – Memorial Hall Trustees; NCC – County Council; (S)PC – (Snettisham) Parish Council; WECMS – Wash East Coast Management Strategy

Signed:

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Date: 4/9/2019

SNETTISHAM PARISH COUNCIL INCOME AND EXPENDITURE - 3/7/19 MEETING**EXPENDITURE**

Date	To	For	Amount	of which VAT	budget
21/6/19	Scouts	Donation	£50.00	£0.00	s.137
1/7/19	Eon	Utilities	£96.00	£4.57	admin
1/7/19	Salaries	Salary	£3,692.90	£0.00	personnel
3/7/19	Hunstanton TC	Training	£70.00	£0.00	personnel
3/7/19	CPRE	Training	£25.00	£0.00	personnel
3/7/19	NPTS	Training	£60.00	£0.00	personnel
3/7/19	Westcotec	Street Lights	£55.50	£9.25	street lights
3/7/19	Heronwood	Grass Cutting	£234.00	£0.00	amenities1
3/7/19	Norfolk Event Med Serv	Fete	£172.00	£0.00	fete
3/7/19	Dave Doughnut	Fete	£200.00	£0.00	fete
3/7/19	G Coe	Fete	£80.00	£0.00	fete
3/7/19	TORC	Printing	£100.00	£0.00	admin
3/7/19	RoSPA	Inspections	£168.60	£28.10	admin
3/7/19	CGM	Grounds	£442.50	£73.75	amenities1
3/7/19	Mr Sign	Signs	£49.20	£8.20	contingency
3/7/19	"Cash" for Clerk	Fete	£500.00	£0.00	fete
4?/7	Apogee	Printer	£237.70	£39.62	admin
8/7/19	ECS	Computer	£85.92	£14.32	admin
11/7/19	Eon - approx	Street Lights	£137.61	£6.55	street lights
20/7/19	BCKLWN	Bins	£124.58	£0.00	admin
1/8/19	Salaries	Salary	£3,700.50	£0.00	personnel

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