

SNETTISHAM PARISH COUNCIL

Minutes of the meeting of Snettisham Parish Council held on Wednesday, 5th February 2020 at 7.00 p.m. in the Memorial Hall

Present:

Cllr A Todd (AT) – Presiding

Cllr S Allsop (SA), Cllr J Bailey (JB), Cllr D Baxter (DBr) Cllr D Bocking (DBg), Cllr G Deverick (GD), Cllr R Garwood (RG), Cllr J Kerr (JK), Cllr R Kerr (RK), Cllr J Todd (JT)

Also in attendance: Borough Cllr I Devereux (ID)

Approximately 7 members of the public

Minutes taken by Rachael Edwards (Administration Assistant)

Meeting started at 7pm

2020.02.05.01 – There were no **declarations** of interest.

2020.02.05.02 – **Apologies** were received from Cllrs A Gascoigne, R Pugh, L Standeven and County Cllr S Dark.

2020.02.05.03 – **Public Questions:** There were no public questions.

2020.02.05.04 – As **Chairman**, AT stated that there would be a presentation from Pigeon prior to the next Full Council meeting in March, providing that they had submitted the appropriate planning application. There would be an opportunity for a question and answer session. Due to unforeseen circumstances, a further grant was being sought from the MHT from SPC for the MUSA which would be considered at the March meeting. He reported that Diane Westwood, lead volunteer at the Common, had advised that she was no longer able to continue in the role. A formal letter of appreciation would be sent by the Clerk commending her and husband's extensive and excellent work that they had carried at the Common. A meeting to discuss aims and objectives for the Village Centre had been scheduled for 12th February¹. Following contact from Ken Hill, AT read out notification of the rewilding process in which they were engaged. AT reported that the Clerk had arranged a Bat Walk on 18th September 2020 as part of the Dark Skies Festival, with a presentation in the Methodist Hall at 7.30pm followed by a walk at the Common. The costs had previously been agreed by Full Council - the talk would be free but, to encourage people to book in advance to participate in the walk, a charge of £5 per person donation to a bat charity would be requested. Anyone interested in booking a place should do as soon as possible via the Clerk as places were limited for the walk.

2020.02.05.05 – *The **minutes** of the meeting on 8th January, 2020, having been previously circulated, were approved, and duly signed.*

Prop: GD; 2nd: DBg; unanimous

2020.02.05.06 – Arising from the above **minutes**, AT reported that the Precept request had been sent to BCKLWN and acknowledged. The issue with the grit bin invoice had now been resolved satisfactorily. The Clerk had contacted NCC who had informed him that the Rangers would look at the pot-holes in the Market Square on their next visit.

¹ This part of the Councillor Plan process, so not an official group meeting.

Signed

air)

Date: 4th March 2020

2020.02.05.07 – For **BCKLWN**, ID, reported that following a Cabinet meeting the previous day, attended by 30/40 members of the public, the Financial Plan and Capital Programme had been approved for recommendation to Full Council on 27th February 2020. The figures included the precept, which showed a £4.50 p.a. Band D increase in Council Tax, in line with the Council's Efficiency Plan. He highlighted that the figures included approximately £50 (42%) which was payable directly to the Internal Drainage Board to keep the land drained, a major expense which ultimately also protects from climate change. He explained that the motion, put forward at a previous Full Council meeting, that a Climate Emergency be declared had also been presented for consideration by Cabinet - this would form part of a wider policy for all strands including the planting of additional trees. Relevant agencies/organisations would be engaged in the process including Parish Councils. ID reported that earlier in the day he attended the opening, by Her Majesty the Queen, of a new multi-million pound pumping station at Wolferton. This would, hopefully, keep large parts of West Norfolk dry for decades to come. The £5 million facility replaced that opened by King George VI in 1948, and the Queen was presented with a framed montage of photographs from the 1948 ceremony. The facility was designed to protect people, property and land in surrounding villages including Snettisham.

2020.02.05.08.a – DBr presented the **financial** summary and **budget** monitoring figures. There were no questions.

2020.02.05.08.b – *Council agreed to all listed expenditure, and, in addition, agreed payment of four additional cheques for invoices received after of the accounts had been prepared².*

Prop: DBr; 2nd: RK; unanimous

2020.02.05.09.a.i – AT reported that under the planning protocol, Councillors had agreed to raise no objection to **Planning** Application 20/00007 – new dwellings at Avocet Drive (proposed name), providing that the size of garden is deemed to be greater than that of the dwelling and garage, as under the Council's Neighbourhood Plan (Policy 06).

2020.02.05.09.a.ii – *Council agreed to support PA 20/00050 – continued caravan use at 78A The Beach.*

Prop: SA; 2nd: RK; unanimous

2020.02.05.09.a.iii – *Council agreed to make no comments on the plan for the proposed **Coastal Path** route, and access restrictions along the Wash.*

2020.02.05.09.a.iv – There were no late-arriving planning applications to consider.

2020.02.05.09.b.i – The following recommendations/amendments from the **Amenities** Group meeting were agreed by Council:

1. A new **dog bin** and post be purchased for Park Lane at a maximum cost of £200.

Prop: GD; 2nd: JK; unanimous

2. That the Clerk ends the current **grounds** maintenance contract.

Prop: JK; 2nd: DBg; unanimous

3. AT explained that there had been a near miss on Shelduck Drive and as a result it had been proposed that signage be purchased, however since the publication of the Agenda, the Clerk had enquired with NCC Highways and it was

² All listed below. Additional expenditure previously approved, or authorised by Clerk under Financial Regs

possible to install road markings in the form of a white "H" bar across the access in front of Shelduck Drive gates to **Lodge Walk**. *Council therefore agreed to install a white "H" bar across the access at a cost of £150. (£30 per metre).*

Prop: GD; 2nd: DBg; unanimous

2020.02.05.09.c.i – Governance - A copy of the draft Standing Orders were received for consideration by all Councillors. A meeting had been scheduled on 26th February for those Councillors who sought clarification/input prior to consideration at Full Council in March.

2020.02.05.09.d.i – Personnel – AT reported that annual appraisals had been completed and signed off for the Clerk and Cleaner. The Administration Assistant's had been conducted, and was waiting to be finalised and signed off.

The following recommendations relating to **Working Groups**, including Council Plan updates, were agreed by Council:

2020.02.05.09.e.i – The use of the *phone box* be added to the Village Centre section of the Councillor Plan.

Prop: GD; 2nd: RG; unanimous

2020.02.05.09.e.ii – Following further discussions since the publication of the Agenda, *it was agreed that Cllrs G Deverick and R Kerr be added on the **Village Centre** section of the Councillor Plan.*

Prop: SA; 2nd: JT; unanimous

2020.02.05.10 – Other Groups etc.: AT stated that, along with DBr, he would be attending a training seminar on 11th March 2020. DBr reported that he had recently attended "new councillor induction" training which he recommended to his fellow Councillors. It was confirmed that the next WECMS meeting was scheduled on 31st March 2020.

2020.02.05.11.a – Council agreed a donation of £25 to the **2020 School Olympic Festival.**

Prop: GD.; 2nd: DBg; unanimous

2020.02.05.11.b – Council agreed to write a letter of support to **Ingoldisthorpe PC in response to its request regarding late night buses, with a request that the Parish Council be involved in any future discussions/meetings.**

Prop: RK 2nd: DBg; unanimous

2020.02.05.11.c – Council agreed to send a letter of support for the **RSPB Ringed Plover Project**

Prop: Dbr 2nd: JK; 9-0 – 1 abst

2020.02.05.12 – AOB and Agenda Requests: RK requested that the Village Centre meeting scheduled on 12th February be rearranged as there were several Councillors who were unavailable on this date. DB requested that the "Commons Policy" be considered at the next meeting of the Amenities Group.

2020.02.05.13 – Public Questions: A resident requested clarification on Ken Hill's rewilding project, seeking assurance that no access to existing Public Rights of Way would be restricted; he also questioned whether SPC had been involved in discussions on their proposed plans. AT explained that discussions had been held between SPC, Heacham Parish Council and Ken Hill in October with SPC offering their support for the scheme. SA reiterated that there was a "right to roam" and that legally, no changes could be made to existing public access to Rights of Way. A resident asked what the position was with the "Knoll" and it was clarified that it was privately owned and was not on the public footpath.

Signed: _____ (air)

Date: 4th March 2020

2020.02.05.14 – The next **meeting** was confirmed as 7pm on Wednesday, 4th March, in the Memorial Hall. Subject to confirmation, a presentation by Pigeon would commence at 6.45pm.

Meeting ended at 7.38pm

Abbreviations:

BCKLWN – Borough Council; HMG – Her Majesty's Government; MHT – Memorial Hall Trustees; NCC – County Council; RSPB – Royal Society for the Protection of Birds; (S)PC – (Snettisham) Parish Council; WECMS – Wash East Coast Management Strategy

Ken Hill statement:

- The Public is reminded that the Estate is private land;
- Areas of Ken Hill Woods are being fenced off;
- This is not in order to restrict access, but to prevent escape of livestock etc;
- Damage to fencing will be pursued, possibly through legal means, and CCTV may be used to gather evidence;
- Members of the public are reminded that no rights exist based on prior use – i.e. "we have always done this" is not a sufficient reason for ignoring any restrictions;
- No changes are being made to existing public Rights of Way;
- This process has been authorised/approved by NCC after lengthy discussions.

SNETTISHAM PARISH COUNCIL INCOME AND EXPENDITURE - 5/2/20 MEETING

EXPENDITURE

Date	To	For	Amount	of which VAT	budget
9/1/20	ABC	Deposit	£150.00	£0.00	amen1
9/1/20	Hunstanton Comm Choir	Donation - Qual	£50.00	£0.00	s.137
Date	To	For	Amount	of which VAT	
1/2/20	Eon	Utilities	£96.00	£4.57	admin
1/2/20	Salaries	Salary	£3,703.90	£0.00	personnel
5/2/20	Westcotec	Street Lights	£55.50	£9.25	street lights
5/2/20	Norfolk ALC	Training	£72.00	£12.00	personnel
5/2/20	ESPO	Stationery	£114.64	£19.11	admin
5/2/20	CTS	Alarm	£114.00	£19.00	admin
8/2/20	GoCardless	Computer	£85.92	£14.32	admin
15/2/20	Eon - approx	Street Lighting	£137.61	£6.55	street lights
1/3/20	Salaries + Chair All.	Salary	£3,921.53	£0.00	personnel
Four late presented cheques:					
5/2/20	NPTS	Training	£96.00	£0.00	personnel
5/2/20	Methodist Church	Hall Hire	£20.00	£0.00	admin
5/2/20	ABC	Ground Works	£238.00	£0.00	reserves
5/2/20	Tim's Trees	Tree cutting	£295.00	£0.00	reserves

INCOME

15/1/20	HMRC	VAT	£873.00	£0.00	VAT refund
31/1/20	Allotments Ctte	Allot	£126.46	£0.00	misc

Signed:

Date: 4th March 2020