

SNETTISHAM PARISH COUNCIL

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Minutes of the meeting of Snettisham Parish Council held on 1st June 2011 at 7.30 p.m. In the Memorial Hall

Present:

Cllr. E Langford – presiding

Cllr. J Bailey, Cllr. J Bateson, Cllr. P Bradshaw, Cllr. R Clark, Cllr. I Devereux, Cllr. E Fountain, Cllr. M Fountain, Cllr. A Gascoigne, Cllr. F Parkes, Cllr. D Snelgrove, Cllr. B Wardlow

Approximately 35 members of the public and Mrs Gay Watt, Financial Advisor

Meeting recorded by Cll. A Gascoigne

Minutes taken by Ms R Kitchen (Clerk Consultant)

11.06.01 Apologies for Absence

Apologies were received from Borough Cllr. David Johnson.

11.06.02 Declaration of Interest

Cllr Devereux declared a personal interest in Item 14a) Planning application 11/00355/F, and a prejudicial interest in Item 16 Beach Footpath Working Group.

11.06.03 Election of Vice-chairman

Cllr Bradshaw was proposed as Vice-chairman by Cllr Gascoigne, seconded by Cllr B Wardlow, and elected unanimously.

11.06.04 Chairman's Report

Cllr Langford welcomed all to the meeting, and requested new councillors to introduce themselves to all.

Dog bins Three bins had now been replaced – the broken one on the Common car park and two on the Beach car park. It is possible two of the broken bins could be used to provide a spare for future use. The eight Beach car park bins would be emptied twice a week from 6th June to 5th September.

Lime trees on Lodge Walk These had now been cut thanks to the seven councillors and nine volunteers from the village who generously gave their time and energy on a Saturday morning to remove the epigormic growth. Lodge Walk is hugely improved by their hard work. Thanks were also due to Derek Phillips and his daughters for providing much appreciated tea, coffee and biscuits to the workers.

HMRC Much difficulty had been experienced in trying to pay HMRC the total sums we had calculated were due. Harassment from various staff within HMRC about part payments due had prompted Cllr Langford to write to Henry Bellingham to request his intervention in enabling the Parish to pay all its PAYE dues over to HMRC.

Beach issues RSPB appear reluctant to discuss or share common land issues with the council, in particular ownership issues. The Chief Executive of the RSBP had been contacted to seek a meeting and it was believed his response would be received shortly.

West Norfolk Games These would take place on Sunday, June 26, from 10am – 4pm. A Snettisham/Ingoldisthorpe team would be competing, and coaches hoped to be laid on at £1 on the day. All were invited to come along and support the village – red tee shirts would be available soon. Any enquiries to Debbie Matthews (01485 543041) or the parish council

office.

11.06.05 Co-option of new councillor

The council had already received an application to join the council from Mr David Dodds. Further candidates were being sought, through advertisements on the notice boards and the Post Office, with a closing date of June 17th to give the councillors time to consider all applications in time for the next meeting on July 6th.

11.06.06 Appointment of Council representatives on outside bodies

a) Halls Foundation (4 representatives, can be councillors or non-councillors, appointed by the council)

Cllr Gascoigne was proposed by Cllr Bradshaw and seconded by Cllr Wardlow, and Cllr Parkes was proposed by Cllr Devereux and seconded by Cllr Bradshaw. Both were elected unanimously. It was unanimously agreed that the school be approached with a request for two parents to complete the council's representation.

Action: Clerk to contact school

b) Memorial Trustees (2 representatives)

Contrary to the parish council beliefs, only one representative from the council was able to stand on this body. Accordingly, Cllr Bradshaw, in his capacity as Vice Chair, was proposed by Cllr Langford, seconded by Cllr M Fountain and elected unanimously

c) Allotments Association (2 representatives)

Cllrs Bailey and Bradshaw already served on that body, and both agreed to continue in those roles. This was unanimously approved by the council.

d) SNAP (1 representative)

Cllr M Fountain was proposed by Cllr Langford, seconded by Cllr Bradshaw and elected unanimously.

It was agreed that all councillors representing the council on outside bodies should report back to full council on a regular basis.

11.06.07 Appointment of lead councillors for the following areas:

Finance:

Cllr Clark was proposed as lead councillor, with support from Cllrs Bateson, Devereux and Parkes. All were approved unanimously.

Planning:

Cllr Devereux was proposed as lead councillor, with support from Cllrs E Fountain, Snelgrove and Bailey. All were approved unanimously.

Personnel:

Cllr Bradshaw was proposed as lead councillor, with support from Cllrs Gascoigne, M Fountain and Parkes. All were approved unanimously.

Amenities & Services:

Cllr M Fountain was proposed as lead councillor, with support from Cllrs Bradshaw, Bailey and Gascoigne. All were approved unanimously.

Beach:

Cllr M Fountain was proposed as lead councillor, with support from Cllrs Langford, E Fountain and Parkes. All were approved unanimously

11.06.08 Minutes of Meeting held 6 April 2011

The minutes were agreed as a correct record.

11.06.09 Matters arising not on the Agenda

Watermill: The council were writing to Santander to find out who the previous signatories of the account had been in order to discover what, if anything remained in the account. Once this has been established the council would facilitate a meeting of remaining Watermill committee members to decide future action..

Land registry objections: As some of the petition addresses had not been clear enough to use, a number of villagers had not been contacted by the land registry and were effectively not being counted as objectors. However, as the Land Registry have been informed that the land owners have no intention to negotiate, they are obliged to move things towards the adjudicator much more quickly. This matter will be added to the agenda for the July meeting. **Action: Clerk**

11.06.10 Minutes of extraordinary meeting held 20 April 2011

The minutes were agreed as a correct record.

11.06.11 Matters arising not on the Agenda

Chalk Pit Charity: Cllr Parkes enquired why, under Item 11.04.23, there were two accounts listed for the Chalk Pit Charity. This, and other accounts were currently being looked into, with an objective to reduce these.

11.06.12 Police Report

Due to the unexpected absence of Inspector Buckley, there was no crime report.

- a) **Vandalism** – in Inspector Buckley’s absence this was not discussed.

11.06.13 Suspension of meeting for Public Participation

Resolved to suspend meeting to invite members of the public to speak for 10 minutes primarily on planning issues

- Bus stop at Poppy Fields The Chairman explained that Norfolk Green had been contacted and were going to meet councillors in the future to discuss matter.
- The Wash Committee A councillor had been representing the parish on this committee. It was agreed this needed to be added to the list of council representatives on outside bodies.
- Lead councillors In response to concerns about lack of transparency, Cllr Langford assured the public that all activities of the “Lead Councillor” working groups would be reported directly back to full council at each meeting. The working groups, unlike committees, would have no powers to spend council funds and all major decisions would be for full council to make. The working groups were expected to contain non councillor members.

11.06.14 Planning Matters

Planning applications received discussed as follows:

11/00355/F Retention of caravan & shed at Caravan 65a, the Beach Snettisham

Proposed: recommend approval with no further comments. Approved with one abstention.

11/00729/F Proposed new exit onto Church Road at Memorial Field, Church Road, Snettisham

Proposed: recommend approval subject to the full consideration of the implications of traffic flowing onto Church Road verses vehicles entering the field from Church Road..
Approved unanimously.

The following decision notices were received

10/00185/NMA_1 Non-material amendment to planning application 10/00185/F
Residential extension to form annex at 61 Lynn Road Snettisham
GRANTED

11/00545/EXCA Extension of time (two years from this date) for planning application
08/01215/CA Demolition of existing bungalow and construction of 2 new semi-detached
cottages at 22 Lynn Road Snettisham
GRANTED

11/00412/F Proposed conservatory at 2 Lodge lane, Snettisham
GRANTED

11/00428/F Constriction of garage/carport at 2 Mill House Gardens, Snettisham
GRANTED
Erection of agricultural workers house with office and garaging and new access at Paper
Hall Farm
WITHDRAWN

11.06.15 – Finance matters

a) Summary of receipts and payments at 1/6/11

Approved unanimously

b) Cheque signatories

It was agreed to add a fourth signatory to the current three (Cllrs Langford, Bateson and Clark). Cllr Bradshaw was proposed by Cllr Clark, seconded by Cllr Devereux and approved unanimously. The mandate was still awaited from the bank and Cllr Bateson agreed to chase this up. **Action: Cllr Bateson**

c) Capital Programme 2011/12 – Cllr Langford to report

It was agreed that the Planning group, in conjunction with Finance, would take this programme forward and report progress regularly to full council. The purchase of a digital recorder for meetings would be included in the programme, to be purchased as soon as possible.

d) Norfolk Association of Local Councils membership

It was agreed to join NALC for the coming year, but that the benefits should be carefully monitored and assessed to ascertain whether membership offered value for money.

e) Financial Regulations

It was agreed that a review of Financial Regulations should be undertaken by the Finance working group and presented by full council in due course.

f) Approval of 2010/11 accounts

In response to a query from Cllr Devereux, Mrs Watt assured him that these accounts did align with normal parish council practice. Roger Campbell, who had dealt with the accounts earlier, was to be approached to act as internal auditor for this year only.

Action: Finance group

Resolved: that the 2010/11 accounts be approved

11.06.16 – Beach Footpath Working Group

NB Cllr Devereux left the meeting at this point.

Cllr Langford explained the council had until mid-July to return the user forms, and suggested that an extra push be made to try and get petition numbers up.

There had been some misleading items in the press and Cllr Langford proposed that a letter be sent from the Clerk to the editor of the Lynn News setting out the facts. This was seconded by Cllr E Fountain and approved unanimously.

Action: Chair/Clerk

Cllr Devereux re-joined the meeting at this point.

11.06.17 Suggestions for location of two new bench seats.

Cllr M Fountain suggested these be placed in the lime trees area, and a member of the public suggested a seat by the requested new bus stop on the A149.

It was resolved that this should be further considered by the Amenities and Services group.

11.06.18 – Correspondence

For consideration:

- a) Letter from Cllr Nick Daubney requesting the Parish write to Secretary of State with its view on the incinerator. Cllr Christopher explained that DEFRA had withdrawn its support for the incinerator which would make the project far more difficult to progress. A proposal that the council write objecting to the incinerator was unanimously approved. **Action: Clerk**
- b) Email from Jean Parkes regarding the strimmer, public footpath and waste bins on the Playing Field
Strimmer: It was agreed that this was on the councils' asset list and was the council's property. It was proposed that it should be available on short term loan to parishioners as needed and kept in the parish council offices and this was approved unanimously.
Footpath: This had in the past been cut by the contractor employed by the council who cut the grass. Now the situation had changed, the council was seeking guidance as to who was responsible. **Action: Clerk**
Waste bins: these had been bought by the council and had been emptied by the caretaker until last year. There was no reason this situation should not continue. It was agreed he responsibility for emptying these bins did not lie with the parish council.

For information only

- a) Letter from NALC regarding the annual conference, Executive Committee Election and training
- b) Invitation to NALC 'Coffee and Chat at the Ostrich Inn, Castle Acre, Tue 7 June 10am – 12noon
- c) Agenda for West Norfolk Sports Council Annual Meeting Thurs 9 June 6.45pm

11.06.19 – Suspension of Meeting for Public Participation

Resolved to suspend meeting to invite members of the public to speak for 10 minutes

- East gate of the field exit planning application - car congestion In response to this query, it was suggested the Borough Council be contacted directly for more information.
- Appointment of auditor It had been formally agreed at the last meeting to appoint an auditor. A suitable one would now be identified for appointment.
- **Action: Finance group**
- Vandalism Inspector Buckley's absence meant this subject had not been covered in the meeting as planned. There were still serious concerns about the activities in the

village and it was agreed unanimously that a public meeting be called in 2 – 3 weeks' time with the police present. **Action: Cllr Langford/Clerk**

11.06.20 – Times of council meetings

It was agreed unanimously that these should be held on the first Wednesday of every month at 7.30pm. Ingoldisthorpe Parish Council to be consulted regarding the clash of dates. **Action: Clerk**

11.06.21 – Matters for inclusion at a future meeting

There were no items suggested.

11.06.22 – Date of next meeting – Wednesday 6th July at 7.30 p.m. at Memorial Hall

The meeting finished at 10.25pm

Resolution by the Council under the provisions of Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 s1 extended by LGA 1972 s100 to exclude the Press and the Public from the meeting of Snettisham Parish Council in order to discuss matters where publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.