

SNETTISHAM PARISH COUNCIL

Parish Council Office, 73 Lynn Road, Snettisham, King's Lynn, Norfolk PE31 7QA
Tel: 01485 543721 Fax: 01485 543721 snettishparish@btconnect.com

Minutes of the meeting of Snettisham Parish Council held on 5th October 2011 at 7.30 p.m. In the Memorial Hall

Present:

Cllr. E Langford – presiding

Cllr. J Bateson, Cllr N Burchett, Cllr R Clark, Cllr. P Bradshaw, Cllr. I Devereux, Cllr. E Fountain, Cllr. M Fountain, Cllr. D Snelgrove, Cllr E Steinacker, Cllr M Steinacker, Cllr. B Wardlow

Also in attendance: Mrs Gay Watt, Financial Advisor and County Cllr John Dobson.

Approximately 40 members of the public,

Minutes taken by Ms R Kitchen (Clerk Consultant)

11.10.01 Apologies for Absence

Apologies were accepted from Borough Cllr Zipha Christopher

11.10.02 Declaration of Interest

Cllr Devereux declared a personal interest in Items 13, Beach, 14 Planning Matters 11/01416/F and 11/01350/F, and 15 Beach Footpath Working Group.

Cllr Clark declared a personal interest in item 14 Planning Matters 11/01961/F 78 Station Road, Snettisham

11.10.03 Chairman's Report

Community Youth Initiative The Chairman reported that only two people had attended the last meeting on 14th September, so this group may need to merge for the time being with Debbie Matthew's Olympic Games Initiative meetings. If an idea to carry the Olympic torch through the village came to fruition, two people would need to be chosen to do this.

B Boughen's bankruptcy Although Ms Boughen had declared herself bankrupt, the confiscation order, raised by the parish council, would still stand. The Chair reported that the court had awarded the parish council £4770.65 compensation and this would be paid over in due course.

Barclay's bank – misrepresented cheques. The bank had already agreed to reimburse the council for £7,698.12p for misrepresented cheques. Many more similar cheques had now been discovered, and the bank was looking in to these, and is now treating the councils' situation with more seriousness.

Volunteers No new volunteers have come forward since the last meeting, but the activities of the current volunteers can be seen around the village. Thanks went to Cllrs M Fountain and Bailey for securing donated plants, and for planting these on the Alma Road roundabout. Also thanks to Cllr Bailey and Eamon Edgley for cleaning the War Memorial in preparation for Armistice Day. There were plans to thoroughly overhaul the War memorial in the near future.

11.10.04 Minutes of Meeting held 7 September 2011

The minutes were agreed as a correct record subject to some errors corrected and initialled by the chairman at the meeting as follows: a statement for Cllr Devereux was appended, and on page 3, the proposal to add the TROD to the capital plan was seconded by Cllr E Steinacker not Cllr M Steinacker.

11.10.05 Minutes of Meeting held 21 September 2011

The minutes were agreed as a correct record subject to errors corrected and initialled by the chairman at the meeting as follows: the venue of the next meeting should be the Memorial Hall not the Methodist Church Hall

11.10.06 Matters arising not on the Agenda

Cllr Bradshaw apologised that the Listening Group meeting had still not taken place, but it would happen before the end of October.

Following a letter from Mr Parkes regarding the retention of the audiotape of the meeting of 7 September 2011, it was agreed to overrule the decision made at the August 3 meeting (11.08.16 Chair's urgent business. b) Management/destruction policy for audio recordings of meetings) and on this occasion only to retain the audio recording awaiting a follow-up from Mr Parkes for a further two weeks. Proposed by Cllr Devereux, seconded by Cllr Bradshaw and carried unanimously.

11.09.04 Solicitor letter to Mr Parkes - Statement of Chair. Cllr Langford read the following statement:

I am now in possession of the solicitor letter referred to by Mr Parkes at our last council meeting. Important to remember the background to this is that Mr Ebbs and Mr Parkes had written and delivered separate and hurtful letters to my home, addressed to me as Cllr Langford, and which I and my wife found particularly distressing. Anthea was very unhappy at the words and tone used.

It concerned me that members of the public considered it to be ok to send such malicious type letters, relating to council matters, to my home and that my colleague councillors could also be subject to having such letters sent to their home. I had discussed the letters with Rosie and Peter, who agreed that, as I was meeting with Richard Pennington, the council's solicitor regarding the unfair dismissal case, I seek advice from him on the letters.

It was Richard's view that it was unacceptable for such correspondence to be sent to a councillor's private address. It was also his view that the letters were verging on defamation. Richard's advice was that he writes to Mr Parkes and Mr Ebbs, pointing out that letters they send concerning council business should be sent, in appropriate language, to the parish council office only. I agreed and this is what he did.

I acted in good faith in wanting the matter dealt with quickly and at no cost, and in the best interests of both the council and councillors, in agreeing the letters be sent. I had the belief of your full support in coming to this judgement. My prime aim was to put a stop to hurtful correspondence being sent to councillor's private addresses and to "nip this practice in the bud". I also considered it prudent not to give this too much publicity. With hindsight, I am sorry as I am now led to believe that this matter should have been brought before council.

Following our council meeting at which the letter was raised by Parkes, I queried with Richard his opening sentence and he stated his view was that I was acting on behalf of the council and that his letter accurately described the position.

Councillors, I wrote to you all with this explanation and it is good to report that, from the 11 responses I received, you all accepted my explanation and gave me your full support to the action that had been taken, and for that I thank you.

I can inform you that Mr Parkes and Mr Ebbs have instructed solicitors in this matter and have reported me to the Standards Committee.

11.09.05 Secret ballot for co-opted councillors It was reported that as the minutes had been signed the voting slips would be destroyed. The Chairman informed councillors that parishioner Mr Thorpe had exercised his right to view each of the councillors' individual voting cards following the last meeting.

11.09.16 Suspension of meeting for public participation

Employee tribunal. In response to a question from a member of the public the previous meeting, the chairman announced that the employee concerned was former car park attendant Mr Barry (Bert) Jackson. The tribunal date was set for 18th October.

Watermill committee: Cllr Langford had been informed that a recent meeting of this committee had voted to hand this issue over to the council; however its chairman, Mrs Melton has decided it has nothing to do with the parish council. The Clerk was awaiting confirmation of this in writing.

11.09.25 Accounts for payment It was reported the queried cheque to Heronwood had now been checked and passed for payment

11.09.28 Ken Hill lease arrangements Ken Hill are agreeable to receiving their money by the end of the month. There is a need to meet with Ken Hill to discuss the car park lease, due on Nov 1st. It was proposed by Cllr Langford that the Finance Committee be given delegated powers to finalise an allotments agreement, and pay the £700.00 to Ken Hill. This was seconded by Cllr Devereux and carried unanimously. This item was then deferred to the Finance Committee for further discussion.

11.10.07 Police Report

For the period 26th August 2011 to 25th September 2011

Crime Report

Number of crimes recorded: 11

Crime types: 2 Attempt burglaries

3 Burglaries other than dwelling

1 Theft from motor vehicle

2 Theft from shops

3 Assaults

- The two attempt burglaries are in relation to two properties, one of which was a shop premises, the other a holiday home, which resulted in an arrest of a number of vehicle occupants, all of where remanded in custody for the offence. A subsequent offence came to light from the arrest, which was a burglary in Hunstanton.
- The Burglaries relate to three buildings been broken into, which are classified as other than dwellings, two had no items taken and the other had a small quantity of beer removed only.
- The Theft from motor vehicle involved the removal of a catalytic converter from a car garage compound.
- The two incidents of Shop lifting relate to the same shop, with items removed amounting small values.
- The three assaults transpired from domestic incidents

Calls To The Police

In total from the period 26th August 2011 to 25th September 2011 we have received a total of 46 calls regarding the village, calls varied from reports of Nuisance Behaviour, Road Related Offences, Domestic, Suspicious Circumstances, Administration calls with information, Concerns for safety, Abandoned calls to police and Animal / Wildlife Issues.

Other Matters

- There have been 6 calls in total regarding Anti Social Behaviour, during this reporting period. Five of which relate to individual problems between two parties. Classified as Personal or Environmental ASB. The remaining incident transpired to be an over exaggeration of circumstances, which resulted in words of advice been given to both parties involved.

Further information regarding this report can be found on the sites listed below:

www.safernorfolk.co.uk

www.policedirect.norfolk.police.uk

Police community Support officer: Gareth Cranstoun

Contact Number: 0845 456 4567

Email: SNThunstanton@norfolk.pnn.police.uk

11.10.08 Suspension of Meeting for Public Participation

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

With reference to planning application 11/01416/F, permanent siting of four (existing) storage containers at 62 The Beach, Snettisham, there were two presentations, one in favour of the application by Peter Rainsdale, and one against by Lillian Richardson.

There was some discussion about the reasons for and timing of the application, answered by Mr Richardson. The attitude of Natural England, who appeared to be advising the parish council to look at alternative sites for these containers, and of the Environment Agency who recommended a five year permission rather than a permanent one were discussed.

11.10.09 Halls Foundation council representatives

Cllr Burchett was proposed by Cllr Devereux and seconded by Cllr Bradshaw, and Cllr Langford was proposed by Cllr Devereux and seconded by Cllr M Fountain. Both were elected unanimously to represent the parish council on the Hall Foundation, replacing the two previously elected councillors who had resigned.

11.10.10 Insulation of council premises

Cllr Clark had received three quotations but it was resolved that the matter be brought to the next Finance Committee with further information about the potential savings that insulating the building might bring. Cllr Clark confirmed that the previously lost and cancelled cheque to British gas for electricity had been re-sent.

11.10.11 Chalk Pit/Town Lands Trust

As the body corporate of the parish council is listed as the sole trustee, each councillor is therefore by default a trustee. As we are unable to discover the original signatories, the bank will accept a mandate signed by two 'senior officers' in order that the bank accounts can be seen. It was proposed by Cllr E Steinacker that the two 'senior officers' should be the chairman and the vice chairman. This was seconded by Cllr Devereux and carried unanimously.

11.10.12 Gritting

The following three locations were suggested for siting grit bins:

- 1/ Ken Side
- 2/ Market Square
- 3/ Station Road (Watermill)

It was proposed by Cllr E Steinacker that this matter be referred to the Finance Committee, giving it delegated powers to prioritise the list, check the budget and order bins as necessary. This was seconded by Cllr Devereux and carried unanimously.

11.10.13 Lead Councillors' reports:

Amenities & Services

- **Change of lead councillor.** In the absence of any proposals, Cllr Langford agreed to remain as lead councillor for the time being.
- **War Memorial tidying** This had been carried out by volunteers
- **New dog bins** In addition to the dog bin agreed at the last meeting in Market Square, a further request had been made for one at the watermill area (near the Old Coal Yard). It was proposed by Cllr Devereux that this matter be referred to the Finance Committee. This was seconded by Cllr M Fountain and carried unanimously.
- **Local business sponsorship** Cllr M Steinacker had drafted a letter for businesses requesting sponsorship for pots and plants in 2012, which would be hand delivered to local businesses.
- **Bennett Homes land offer** Bennett Homes had offered the parish council a piece of land between the fence and the path. It was proposed by Cllr E Steinacker that this offer not be taken up in view of the costs of upkeep to the parish. This was seconded by Cllr Bradshaw and carried unanimously.

Beach

- **Toilets**

Cllr M Fountain reported that these would close at the end of October, with all operations well within budget. Cllr Langford proposed a big vote of thanks to Cllr M Fountain and Lillian Richardson who had made this possible by volunteering to keep the toilets cleaned all summer for no cost to the parish.

Finance

- **Redgate Bakery – overdue payment** It was proposed by Cllr Devereux that this matter be referred to the Finance Committee pending further investigation. This was seconded by Cllr Wardlow and carried by a majority.
- **.Summary of receipts and payments at 5/10/11.**
The following were presented to the council for payment.

PAYMENTS		Net	VAT	Gross	Cheque
		£	£	£	
13 Sep 11	E.on – power for street lights	298.30	59.66	357.96	D debit
20 Sep 11	BCKLWN – trade waste	63.06	12.61	75.67	D debit
20 Sep 11	BCKLWN – bus.rates - office	102.00		102.00	D debit
20 Sep 11	Barclays – charge for safety box	10.00		10.00	D debit
5 Oct 11	Heronwood Landscapes – grass cutting	166.00		166.00	104648
5 Oct 11	Ken Hill Farms & Estate – allotment rent	700.00		700.00	104650
5 Oct 11	Apogee - photocopying	10.00	2.00	12.00	104652
5 Oct 11	British Gas – electricity - office	144.01	5.20	149.21	104653
5 Oct 11	Johnston Publishing Ltd – adverts for car boot and staff	428.04	85.61	513.65	104654
5 Oct 11	Mazars – audit of accounts 09/10 and 10/11	1,100.00	220.00	1,320.00	104655
5 Oct 11	MHB Services Ltd – street lights maintenance	140.92	28.18	169.10	104656
5 Oct 11	Supplies Team - stationery	86.44	17.29	103.73	104657
5 Oct 11	Witley Press – car park tickets	242.00	48.40	290.40	104658
5 Oct 11	Payroll – car parks and cleaner	1,456.96		1,456.96	104659-661
5 Oct 11	R Kitchen – Clerk consultant fee	615.00		615.00	104662
5 Oct 11	G Watt – accountancy fee	275.00		275.00	104663
	Totals	5,837.73	478.95	6,316.68	

Approval for the cheques for payment, except the one to British Gas, which would be further investigated and referred to the Finance Committee meeting, was proposed by Cllr Clark, seconded by Cllr Burchett and approved unanimously.

Personnel

Cllr Bradshaw reported that eight interviews had taken place for the clerk's post. The interview screening had included a point scoring process, and decisions had been made on both the clerk and RFO positions. It was proposed by Cllr Bradshaw that permission was granted to the personnel group to process the decisions of the interview panel for both positions and to make the appointments. This was seconded by Cllr E Fountain and carried unanimously.

The details of the successful candidates would be posted in the notice boards, and councillors informed by email, as soon as they were confirmed.

Planning

Planning Report Cllr Devereux

1. The Planning Support Group welcomed Councillor Marlene Steinacker as a new Member. Some six Planning applications and two decision notices were addressed this month. All but one was relatively straightforward. The outcome demonstrates that the process is working reasonably well.
2. Notable items include:
 - a. The Group were very pleased that the Old Hall in the centre of the Village had been bought and that it is to be restored as a private dwelling under two planning Applications.
 - b. The Borough Council decision on the application for two dwellings at 78 Station Road has gone to the Secretary of State on appeal.
 - c. Withdrawal of the application at 20 Beach Road for a Cattery following widespread objections from local residents, the Environment Agency and Norfolk County Council.
3. The application by The Snettisham Beach Sailing Club for the permanent siting of their Storage Containers has elicited diverse reactions. These might be summarised as the simple regularisation of a temporary arrangement and the other that the containers are in the wrong location. Letters have been received from Mrs Richardson objecting to the application and from the Sailing Club outlining the background to their application. The Planning Group were unable to reach agreement other than to recommend that Full Council address the matter. Copies of the two letters sent to the Parish Council are attached
4. Tree Protection matters are not sent out for Consultation. Councillor Marlene Steinacker offered to speak with residents adjacent to Alma Court about the proposal to remove a number of Leylandii which have overgrown their original purpose.
5. Members of the Group will endeavour to attend one of the Drop-In meetings to gain information about the detail of the new Local Development Framework published by The Borough on 28th July. This declares a series of Core Strategy statement that will strongly influence the evolution of Snettisham over the next two decades. This will enable the Group to make recommendations for action to Council over coming months.

11.10.14 Planning Matters

11/01416/F Permanent siting of four (existing) storage containers at 62 The Beach, Snettisham Two proposals were made and voted on regarding this application. Cllr M Steinacker proposed that the council object to the containers having permanent permission, and that the possibility of re-siting and/or making them more visually acceptable be investigated. This was seconded by Cllr M Fountain. There were 9 votes in favour of this proposition, one against and two absentions. In reponse to a request referring to S.O 9 from Cllr E Steinacker that the votes be recorded, it was noted that Cllr Devereux voted against, and Cllr Langford and Cllr Bateson abstained from voting.

A second proposition was made by Cllr Devereux that the application should be supported subject to the softening of the visual impact or screening of the containers. This was seconded by Cllr Snelgrove. There were only two votes in favour of this proposition so the first proposition, to object to the application, was agreed.

11/11514/CU Change of use from care home to single residential dwelling, internal alterations and new porch and portico at Old Hall, Lynn Road, Snettisham.

Cllr Devereux proposed the council support this application. This was seconded by Cllr Snelgrove and carried unanimously.

11/01515/LB Listed Building Application – Change of use from care home to single residential dwelling, demolition of existing conservatory and porches, new porch and front portico, new glazed doors and sidelights, internal alterations at Old Hall, Lynn Road, Snettisham.

Cllr Devereux proposed the council support this application. This was seconded by Cllr Snelgrove and carried unanimously.

11/01523/F Construction of 2 semi-detached cottages (revised design) at 22 Lynn Road Snettisham

Cllr Devereux proposed the council support this application conditional on the choice of harmonious materials and finishes, and on the retention of the hedge. This was seconded by Cllr E Fountain and carried unanimously.

10/019691/F Proposed 2 chalet bungalows 78 Station Road Snettisham. Appeal against Borough Council's refusal to take place.

Cllr Devereux proposed the council note this appeal but decline to comment further. This was seconded by Cllr E Steinacker and carried unanimously.

11/01350/F Continued standing of holiday caravan and shed at caravan 78a The Beach Snettisham

Cllr Devereux proposed the council support this application. This was seconded by Cllr E Steinacker and voted in favour by a majority of 10.

11/01451/F Conversion of redundant stable block to form annexe at Beechings Halt 100A Snettisham. Cllr Devereux proposed the council support this application. This was seconded by Cllr Snelgrove and carried unanimously

The following decision notices were noted by the council:

11/01076/F Erection of 2 single storey timber buildings for use as a boarding cattery at Beach Road, Snettisham WITHDRAWN

11/01284/F Temporary siting of portacabin and covered timber walkway at commercial premises at 16 Alma Road Snettisham GRANTED

11.10.15 Beach Footpath Working Group

There was nothing to report.

11.10.16 Correspondence

The following correspondence was received:

For consideration

- a) Letter from Val Peers regarding the location of a defibrillator in the village. It was proposed by Cllr Burchett that this idea should be pursued for the village. This was seconded by Cllr M Fountain and carried unanimously.

For information only

- a) Letter and information from Mr Chapman regarding SPBOA's signs in possession of SPC
- b) Letter from W N Borough Council - consultation period (to Nov 18) for West Norfolk Local Development Framework – Site Specific Allocations and Policies
- c) Big Lottery Fund for rural areas
- d) Boundary Commission for England - consultation period (to Dec 5) for the 2013 review of Parliamentary constituencies in England
- e) Letter from Snettisham Post Office confirming that it will remain open, thanks for all the support
- f) NALC Coffee and chat for Clerks and Councillors – Deepdale Café, Burnham Deepdale, Tue 11 Oct 10am
- g) NALC Wordpress website training King's Lynn 30 Nov 10.30am £25
-) Email from Cllr Steinacker – Market Place not a registered town or village green

11.10.17 Suspension of Meeting for Public Participation

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

Reports from County Councillor

- Footpaths upkeep: Cllr Dobson said a survey of footpaths in the village had been done with Cllr M Steinacker, and was being addressed by both Borough and County. Cllr Langford requested that Watery Lane be brought to the top of any cutting schedule, as the route was now being used by children visiting the allotments and there was an even greater need to make the footpath passable. Cllr Dobson responded that this was in negotiation with County and would be dealt with at a Cabinet meeting the following week where cutting budgets were to be considered.
- Incinerator: The Private Finance Initiative money had not yet been signed off. A judicial review would be heard in December. If approved, NCC would need to readdress the process again. The Contract had still not been signed

Questions from the public

- In response to the current siting of a prefabricated cabin in the Compasses yard which was causing a visibility hazard, Cllr Devereux agreed to check how long it was likely to be there, and request it to be moved if necessary **Action: Cllr Devereux**
- In response to a question from Mr Thorpe, Cllr Clark listed the following quotations for insulating the council office building as £721.00, £555.20 and £557.96. The last quote had been selected as, though not the cheapest, it provided a much thicker layer of roof insulation than the next quotation. It was agreed potential savings needed further investigation before a decision was reached.

11.10.18 – Matters for inclusion at a future meeting

Review of venue for council meetings

Review of audio recordings for council meetings

Memorial hall Accounts 2010/11

11.10.19 – Date of next meeting – Wednesday 19th October, Finance Committee, and Wednesday 2nd November, Full Council, both to be held at 7.30 at the Memorial Hall