

## SNETTISHAM PARISH COUNCIL

Minutes of the meeting of Snettisham Parish Council held on 6<sup>th</sup> February 2013 at 7.30 p.m. in the Memorial Hall

Present:

Cllr E Langford – Presiding

Cllr J Bailey, Cllr P Bradshaw, Cllr N Burchett, Cllr T Cannon, Cllr I Devereux, Cllr E Fountain, Cllr M Fountain, Cllr A Gascoigne, Cllr D Snelgrove, Cllr E Steinacker

Also in attendance: Mr A Skipper (RFO), Borough Cllr Z Christopher, Insp. D Gunnell and PCSO G Jones, the last three of whom were present for part of the meeting.

Approximately 35 members of the public

Minutes taken by Simon Bower (Clerk to the Council)

Before the meeting was formally opened at 7.30pm, the Chairman welcomed Insp Debbie Gunnell and PCSO Gareth Jones. There was then a one minute silence in commemoration of the recent death of former Borough Cllr David Johnson.

**13.02.06.1 – Apologies** were received from County Cllr John Dobson.

**13.02.06.2 – Declaration of Interest** were received from Cllr Devereux (12.f) Cllr Steinacker (10.e) Cllrs E Fountain, M Fountain and Cannon (12.a.i.2) and Cllr Bradshaw (13.a)

**13.02.06.3** – The meeting was adjourned for questions from the **Public**. Subjects raised: the planning application 12.a.i.2; request for a public meeting; lack of minutes of previous meeting; appointment of maintenance person (12.b.i.1); public toilet funding; free parking pass for residents and Parish Office opening hours. The meeting was re-opened.

The chairman requested a change in order of the agenda (reflected in these minutes\*) and to defer 12.c.i.1&2 to an extraordinary meeting.

**12.02.06.4** – No names were put forward for **co-option** to the Council.

**12.02.06.5 – Chairman's Report.** The Chairman referred to positive things achieved by the Council, and the need to focus on this. He observed that for 18 out of 24 months in the Chair he had been under threat of suspension from office, due to complaints from four resident families (though fully exonerated in all cases). He commented on the effects on him personally, and practically, and also financially, to BCKLWN. [Interruption] The precept decision had been discussed at four consecutive meetings, and had been greeted positively by several parishioners in addition to those few who had complained. The newsletter would carry a summary of this for residents. The Ramblers would be walking the Beach footpath on 23/2 and would welcome others. There would be a public meeting of the Memorial Hall Trustees on 11/2 at 7pm.

**13.02.06.9\*** - PCSO Gareth Jones reported 36 calls, four **crimes** (theft, burglary, domestic assault and drug related). ASB was down, unlike in neighbouring villages. Residents' attention was drawn to thefts of fuel nearby. The seven day search for a missing man had unfortunately resulted in the discovery of his body on the Common. (After this report the two officers left the meeting)

**13.02.06.6 – Minutes.** There were two copies of the minutes, the second with amendments proposed. This was due to the relatively large number of such changes requested by councillors. There was considerable discussion. Proposal to accept minutes.

*Prop - Cllr Devereux; 2<sup>nd</sup> - Cllr M Fountain - passed. (Cllr Steinacker requested his objection be noted – S/O 9)*

**13.02.06.7 – Matters Arising.** Governance SG to report on donations and VAT issues in a “couple of months”. Car Park accounts apparent discrepancy – Chairman ruled already dealt with. Clerk confirmed precept had been communicated to BCKLWN.

**13.02.06.8 – Cllr Christopher** reported that the level of illegal occupation (residence in excess of permitted portion of year) for Snettisham was considerably higher than elsewhere locally, but that it was being aggressively pursued. She announced that the memorial service for the late Cllr David Johnson would be in St Mary’s at 4pm on 18/2/13. She discussed the protocol for public involvement in meetings. [Interruption]

**13.02.06.10 -**

a – Paper on **Watermill, Townlands and Play Area** accounts.

a.i – Clerk to display notice and seek newspaper article requesting contact by anyone having donated to Watermill account. Such contact to be by Feb 28<sup>th</sup>.

*Prop – Cllr Steinacker; 2<sup>nd</sup> – Cllr E Fountain – passed unanimous*

a.ii – Working group (Cllrs Langford, Bradshaw, E Fountain, Steinacker) to be convened to discuss and recommend future action.

*Prop – Cllr Steinacker; 2<sup>nd</sup> – Cllr Bradshaw - passed unanimous*

b.i – Repaying monies to Townlands account – proposal to reject doing so.

*Prop – Cllr Devereux; 2<sup>nd</sup> – Cllr Burchett – 7 for, 3 against, 1 abstention (Cllr Steinacker voting against – ref S/O 9)*

b.ii – Transfer of funds. Ruled not responsibility of Council as not SPC account. No vote.

b.iii – Paying off of PLWB loan – proposal to reject doing so.

*Prop – Cllr Steinacker; 2<sup>nd</sup> Cllr Cannon – unanimous*

b.iv – Council to invite Trustees to review use of account.

*Prop – Cllr Devereux; 2<sup>nd</sup> – Cllr Bailey – unanimous*

Meeting arranged for 27<sup>th</sup> Feb for Trustees at 7pm, followed at 7.30 by extraordinary meeting of SPC.

c – Proposal to defer Play Area account decision.

*Prop – Cllr Devereux; 2<sup>nd</sup> Cllr Burchett – unanimous*

d – Cllr Steinacker requested forecast; RFO agreed to do so by next meeting, observing no large bills imminent.

e – Due to extended discussion of one cheque – 105020 – proposal to expedite by making retrospective.

*Prop – Cllr Burchett; 2<sup>nd</sup> – Cllr Gascoigne. Cllr Steinacker wished objection noted – S/O 9.*

Subject to that, proposal to permit cheques to be signed, including a cheque (additional to list presented) for £10.50 for allowable expenses.

*Prop – Cllr Gascoigne; 2<sup>nd</sup> – Cllr Burchett – unanimous*

**13.02.06.11 – Beach Car Park**

a – Ruled redundant as already agreed

b – Proposal to delegate to Clerk with Governance SG the production of a Business Plan to report back to Council at EM on 27<sup>th</sup> February.

*Prop – Cllr Devereux; 2<sup>nd</sup> – Cllr Bradshaw – unanimous*

c – Proposal to delegate to Clerk, Personnel SG and Personnel SG the responsibility for defining and recruiting staffing appropriate to the Business Plan.

*Prop – Cllr Devereux; 2<sup>nd</sup> Cllr M Fountain – unanimous*

**13.02.06.12 – Support Groups etc**

a .i.1 – Proposal to accept recommendation approving: Extension to the Listed Building at 44 Lynn Road, reference 12/02106/F and 12/01207/LB, conditional on confirmation

that the new and existing roof ridge decoration, roof tile pattern and Carr stone finish will be matched and preserved to retain the Character of the original building.

*Prop – Cllr Devereux; 2<sup>nd</sup> Cllr Cannon – unanimous*

a.i.3 - Proposal to accept recommendation approving: The erection of three, non-illuminated sponsorship advertising signs on the Roundabout at the junction of the A149 and Lynn Road, reference, 13/00071/A.

*Prop – Cllr Devereux; 2<sup>nd</sup> – Cllr E Fountain – unanimous*

a.i.2 – Discussion took place and, when clear objections were prevalent, proposal made to object to the application for: Demolition of the existing dwelling and the construction of a replacement dwelling at 18 Beach Road, reference 13/00020/F on concerns over:

- contamination of watercourse
- residency conditions
- size of amended property and mismatch from original footprint – increase of c70%
- presence of asbestos
- road safety issues relating to parking, turning and reversing onto highway

*Prop – Cllr Devereux; 2<sup>nd</sup> – Cllr Burchett – 10 for, 1 against*

b.i.1 – Proposal to appoint a maintenance person for 20 hours per week, at £7ph, for a nine-month fixed term contract, commencing in new financial year. (An amendment to appoint a self-employed person having failed.)

*Prop – Cllr Bradshaw; 2<sup>nd</sup> – Cllr M Fountain – 10 for, 1 abstention*

b.i.2 – Proposal to delegate to the Clerk and Personnel SG the recruitment process for the above.

*Prop – Cllr Bradshaw; 2<sup>nd</sup> – Cllr M Fountain – carried*

b.i.3 – re: budget for above maintenance person's equipment – deferred to 6/3/13

b.i.4 – Proposal to approve £330 for "Spring Planting Programme", and cheque to be made out after meeting.

*Prop – Cllr Bradshaw; 2<sup>nd</sup> – Cllr Steinacker – unanimous*

b.i.5 – re: butterfly base at New Bridge site – deferred to 6/3/13

b.i.6 – re: hanging basket purchase – deferred to 6/3/13

c – All Beach issues deferred to February EM

d – No report on Governance

e – Need to appoint Lead Councillor discussed.

f – Beach Footpath – Cllr M Fountain reported that the Car Park would be locked at 3.30pm weekdays from 18/2/2013 to 8/3/2013 due to works – weekends normal times.

### **13.02.06.13 – Other items**

a – re: Southgate Lane issues. Deferred to 6/3/13

b – re: Donation of sledge to village Events' Committee. There was brief discussion of ownership [Interruption] after which an alternative form of words was agreed proposing "SPC has no objection to the Events' Committee taking ownership of the sledge"

*Prop – Cllr Devereux; 2<sup>nd</sup> – Cllr Cannon – 7 for 2 against; Cllr Steinacker requested his and Cllr Bradshaw's objection noted – S/O 9.*

c – Proposal to request Amenities SG to consider purchase of more grit bins.

*Prop – Cllr Bailey; 2<sup>nd</sup> – Cllr Gascoigne – no objections*

d – Proposal to request Amenities SG to consider additional gritting and for Clerk to communicate to NCC for their annual review.

*Prop – Cllr M Fountain; 2<sup>nd</sup> – Cllr Bailey – no objections*

e – re: Proposal to allow use of Car Park by Round Norfolk Relay. No vote through lack of detail – Clerk requested to obtain further information.

### **13.02.06.14 – Additional reports** – deferred to 6/3/13

### **13.02.06.15 – Charitable requests**

a – Proposal to donate £50 to Bench in memory of Ray Godfrey

*Prop – Cllr Gascoigne; 2<sup>nd</sup> – Cllr Bradshaw – unanimous*

b – Proposal to donate £25 to Norfolk Accident Rescue Service

*Prop – Cllr Bradshaw; 2<sup>nd</sup> – Cllr Gascoigne – unanimous*

**13.02.06.16** – Councillor **issues** and agenda items – none

**13.02.06.17** - The meeting was adjourned for questions from the **Public**. Subjects raised were: concerns over Governance, rules and Standing Orders; reference to remarks made by Chairman in his report – 2 parishioners; continued use of contractor for grass-cutting etc; recording of meetings; Southgate bank. Meeting reopened.

**13.02.06.21\*** - Next normal Meeting confirmed as 7.30pm, 6<sup>th</sup> March 2013, Memorial Hall. Extraordinary Meeting at 7.30pm, 27<sup>th</sup> February 2013, following Trustees meeting at 7pm. (NB Venue tbc – see below)

**13.02.06.22** – **Annual** Parish Council Meeting – agreed for 7pm, 15<sup>th</sup> May 2013, Memorial Hall followed by **Annual** Parish meeting at 7.30pm, same venue.

**13.02.06.18** - *Resolution by the Council under the provisions of Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 s1 extended by LGA s100 to exclude the Press and the Public from the meeting of Snettisham Parish Council. (Reference Standing Order 65) "That in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded from PC discussions".* Public left meeting at 22.10.

**13.02.06.19** – **Legal/Financial** items

a - Proposal to accept offer of £2500 from Barclays Bank as settlement of dispute on advice of solicitor.

*Prop – Cllr Devereux; 2<sup>nd</sup> – Cllr E Fountain – unanimous*

b – Proposal to request Clerk to contact Melrose Stores to inform them of SPC's legal advice on potential libel, and give them two weeks' notice to retract their statement and withdraw it from all those who received it.

*Prop – Cllr Cannon; 2<sup>nd</sup> – Cllr Bradshaw – unanimous*

c – Proposal to request Clerk to draw up formal letter of agreement regarding continued presence of toilets. A rolling notice period and tying in of supply of water and sewerage provision to be included. Also to continue "as long as we operate the car park"

*Prop – Cllr Gascoigne; 2<sup>nd</sup> Cllr E Fountain – no objections*

d – Proposal to agree to figures for use by Cllrs Devereux and Langford in negotiation with Ken Hill Estate re: car park lease. Such figures to be base of £6000pa plus a 30%/70% split.

*Prop – Cllr Steinacker; 2<sup>nd</sup> – Cllr Devereux - unanimous*

**13.02.06.20** – not relevant

Meeting concluded 10.30pm

**NB Venue for EM on 27/2/13 tbc – reported to Clerk at end of meeting that Memorial Hall not available.**