

SNETTISHAM PARISH COUNCIL

Minutes of the meeting of Snettisham Parish Council held on 3rd April 2013 at 7.30 p.m. in the Memorial Hall, Snettisham

Present:

Cllr E Langford – Presiding

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

Alistair Skipper - RFO

County Cllr John Dobson and Borough Cllr Z Christopher were present for some of the meeting

Also in attendance: Approximately 35 members of the public

Minutes taken by Simon Bower (Clerk to the Council)

Meeting commenced 7.30pm

2013.04.03.01 – **Apology** for absence received from Cllr Bradshaw

2013.04.03.02 – **Declaration of interest** received from Cllr Devereux (ref: 11f)

2013.04.03.03 – Meeting suspended for **public participation**. Subjects raised included: the money moved from Townlands to Council accounts in 2007; Southgate issue remaining “unresolved” – Clerk to write to parishioner.

2013.04.03.04 – **Co-option** of Councillors; no-one had put their names forward.

2013.04.03.05 – **Chairman’s Report**. Cllr Langford explained the original changing of the date of this meeting to the 10th, and why it had been returned to the 3rd; also that there would therefore need to be an additional April meeting. He expressed concern that a parishioner had contacted NorfolkALC and Cllr Steinacker, and that concerns over detail were frustrating the work of the Council. Cllr Steinacker objected that he was unhappy at being criticised; Cllr Langford pointed out that no criticism had been made of his actions. [extended interruption from the Public and requests from Cllrs to move on]. Chairman referred to invitation to Cllrs to attend Village Heritage Project meeting on Friday 3rd May – would be confirming details.

2013.04.03.06 – **Minutes** of meeting on 6th March were confirmed as correct with exception of incorrect first name for Roger Pennington – changed to Richard.

2013.04.03.07 – **Matters arising** from above minutes. Chairman confirmed that Barclays had raised their offer to £4000 but this was not yet in writing. Clerk reported that RSPB have confirmed a £1000 donation to the cost of the beach toilets – now invoiced.

2013.04.03.08 – **County Cllr Dobson** reported on:

- i. Community Construction Fund – a good time to apply would be after the elections when new Cllrs would be in place.
- ii. Incinerator Public Enquiry – still ongoing into May; big issue currently the £169m PFI arrangement.
- iii. Councillor’s Call for Action over Beach Footpath – County Cllrs have power to force this issue if requested; Council confirmed this would be desirable.

2013.04.03.08 – **Borough Cllr Christopher** commented on bin collections, and that all parishioners should have received information on a card. This included the

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fact that food waste bags needed to be biodegradable. The Clerk informed parishioners that the bags would not be available from the Parish office; rather they should be obtained at BCKLWN offices in Lynn or Hunstanton.

2013.04.03.09 – No report had been received from **Norfolk Constabulary**.

2013.04.03.10 – **Finance:**

i. **Budget monitoring:** RFO reported deficit figure showing at £7282, in part due to: NALC membership appeared twice in the year due to payment being proposed for next year showing up this year; office expenses slightly higher than anticipated due to alarm review/contract; Car Park costs – there had been a large sum received which had yet to appear on the accounts. [Clerk estimated sum to be around £4000 in March] [Chairman reported a £50 donation to bench for Mr Godfrey was being returned. Also £4000 listed for War Memorial had yet to be spent].

ii. **Cheques: Townlands** transfer (£1175) had been done; rent paid up to date. [Clerk reported he was looking at reducing street lighting costs with providers]

NALC membership, and hence cheque, approved

Prop: Cllr M Fountain; 2nd: Cllr Burchett; unanimous

Cheque payments approved

Prop: Cllr Bailey; 2nd: Cllr Devereux; unanimous

2013.04.03.11 – **Support Groups:**

a) **Planning:**

i. Cllr Devereux reported **no new applications**. One recent one which had been approved despite SPC objections led to a distressed resident calling him. 18 Beach Road issue on Borough Council agenda for meeting on 8/4/13 and likely to be approved. [Cllr Christopher reminded Council of need to register and the procedure if Cllrs wished to attend – none offered to do so.]

b) **Amenities and Services:**

i. Cllr M Fountain went through presented paper. Cllr Burchett reported: lime trees on Lodge Walk had never been dealt with - under Tree Protection Order – would chase paperwork; old notice board from office being returned. Clerk was requested to confirm once again with BCKLWN that any work on their land would be without prejudice. The need to replace unsafe posts was pointed out; as H&S issue, Clerk to arrange. Once siting of memorial bench decided, Clerk to arrange fixing. Regarding Maintenance Operative, the RFO has completed a paper which will be used to see if should be returned to Council.

ii. Market Place surface replacement – no vote; debate over whether all needed doing; returned for more detail.

iii. *Council to purchase **grit bin** for Church Rd/Old Rd junction.*

Prop: Cllr M Fountain; 2nd: Cllr Cannon; 9-1 in favour

iv. Footpath 17. No vote; Clerk asked to write once more.

c) **Beach:**

i. Cllr M Fountain reported attendants in place and car park operating. She thanked Matthew Page for his continuing support with the toilet block. The lock had been broken off and had to be replaced. If there

is an issue with the drainage members of the Public can report as a H&S issue.

d) **Governance:**

- i. Cllr Devereux reported that a meeting had taken place with **Norfolk Rural Community Council**. This had dealt with trustee responsibility and the roles, responsibilities and restrictions on management and custodial trustees. Governance SG had also made recommendations for amendments and Standing Orders which due to time would be on agenda for next meeting.

e) **Personnel:**

- i. Cllr Langford reported that Car Park staff had been appointed and that contracts and job descriptions were in production. Applications had been received for the Maintenance Operative post, but were on hold pending 11.b.i above.
- ii. *Council to agree that Clerk's contract be amended so that holiday entitlement would increase by one day per year to stated maximum.*
[NB NorfolkALC have informed Council this vote could take place]

Prop: Cllr Devereux; 2nd: Cllr Gascoigne; unanimous

f) **Beach Footpath Working Group:**

- i. Cllr Langford reported that Parish Councils and other landowners had been made aware of the DMMO, and that they had been asked to give SPC their support. The six week period for objections ends on 3/5/13.

[NB Cllr Devereux absent for this item as in 2013.04.03.02 above]

2013.04.03.12 – **No** specific **reports** from any associated group.

2013.04.03.13 – **Correspondence** etc: Clerk reported: no-one had informed Council that they had any rights over the **Watermill** funds; that three Councillors and six members of the Public had expressed an interest in serving on the **Townlands** working group; a **FOI request** regarding VAT on the "allotment shed" had led to HMRC confirming that no action was needed, and the Clerk had written to applicant stressing this advice now meant the matter was closed.

2013.04.03.14 – Cllr Steinacker delivered to Clerk **suggested agenda items** for next meeting.

2013.04.03.15 – Meeting closed for **Public comments**. Issues raised: VAT on Car Park receipts – Clerk/RFO to liaise; registration of small patches of land in village – expense an issue, but can register an alert if anyone else tries; VAT on reconciliation of accounts – "final" month figures will show this; cars being stopped from using extension of road past Beach Car Park – Emergency Services have asked attendants to limit access due to need for emergency vehicle access, but cannot block road; Southgate Lane precedent in letter of 2003 – NCC/BCKLWN responsibility re-iterated; nature of Market Place as village green & problems with parking – possible additional parking elsewhere; Barker's Pond – BCKLWN Environmental Services were approached but Memorial Trustee responsibility; Cllr Devereux will pursue.

2013.04.03.16 – Next meeting arranged for **Thursday 18th April** in the Memorial Hall if available*.

2013.04.03.17 – reminder of Parish Meetings on 15th May 2013.

meeting closed 9.25

Signed: _____ (Chairman) Date – 18th April, 2013

***Methodist Church confirmed available by Clerk 8/4/13**

DRAFT

Signed: _____ (Chairman) Date – 18th April, 2013