

**SNETTISHAM PARISH COUNCIL**  
**MINUTES OF FULL COUNCIL MEETINGS**  
**2014-2015**

Date Of Meeting	6 <sup>th</sup> August
Type of Meeting	Ordinary
Number of Meeting within Year	5th
Chair	Clr Adrian Gascoigne
Minutes approved at meeting on	3 <sup>rd</sup> September 2014
Amendments to Minutes at next meeting	None
Pages in minutes	4

## SNETTISHAM PARISH COUNCIL

Minutes of the meeting of Snettisham Parish Council held on 6<sup>th</sup> August, 2014 at 7.30 p.m. in the Memorial Hall

Present:

Cllr J Bailey (JB), Cllr R Barker (RB), Cllr M Fountain (MF), Cllr A Gascoigne (AG), Cllr D Snelgrove (DS)

Also in attendance: Borough Cllr A Wright (AW); M Ruston (Internal Auditor)  
Approximately 20 members of the public

Minutes taken by Simon Bower (Clerk to the Council)

*Prior to the Meeting a short meeting of the Council as Trustee of the Townlands Charity took place (minuted elsewhere).*

**2014.08.06.00** – The Clerk opened the meeting at 7.41pm and reported that as the Chairman was not present, a vote was required to **elect a Chair** for the Meeting. *Council elected Cllr Adrian Gascoigne to act as Chair.*

*Prop: MF; 2<sup>nd</sup>: JB; 4-0*

**2014.08.06.01 – Apologies for absence** were accepted from Cllrs Langford, E Fountain and Lamplugh, and from Boro' Cllr Christopher and Cty Cllr Dobson.

**2014.08.06.02** – There were no **declarations of interest** raised at this time.

**2014.08.06.03** – The meeting was suspended for **public participation**. The question of behaviour of a councillor was raised – this to be dealt with in writing; the condition of the noticeboard in the Market Square was poor – this was part of the Mkt Sq. rejuvenation planned (Frimstone had agreed to help with funding); chickens and their departure date – a further phone call would be made (four already).

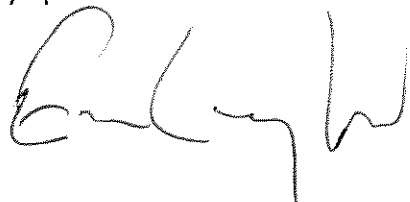
**2014.08.06.04** – The Clerk read a letter from Mrs Ros Pugh requesting **co-option** to the Council. *Council voted to co-opt Mrs Pugh [RP] with immediate effect.*

*Prop: MF; 2<sup>nd</sup>: DS; unanimous*

Cllr Pugh read and signed the **Declaration of Acceptance of Office** and took her place at the Council Table.

**2014.08.06.05 – AG reported** that the Re-Dedication Service for the War **Memorial** had been a great success, and thanked those involved; USAF representatives had guaranteed to be present in November, having had to miss the July event. He thanked Lilian Richardson for her work on the **Beach Footpath** [applause] and remarked what a great outcome there had been. The Clerk read the NCC notification regarding the footpath **signage**. [Meeting suspended: Lilian reported that any misleading signage on or near the footpath was in contravention of the DMMO]. On **VAT** it was reported that Cllr Langford had written to HMRC and Council awaited a response to its first offer. Cllr Langford's Birthday was mentioned. The Clerk then welcomed this year's internal auditor, Mr Mike Ruston, to the meeting and informed Council that he, Cllr Langford and the Clerk had met for a preliminary look through the accounts. Mr Ruston would be available via the Clerk for any questions.

Signed:



(Chair)

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**2014.08.06.06** – The *minutes* of the meeting held on 2<sup>nd</sup> July, 2014 were approved as a correct record.

*Prop: JB; 2<sup>nd</sup>: RB; 5-0*

**2014.08.06.07** – **Matters arising** from the above minutes were the chickens, former Cllr Ebbs' health and a request for a representative for SNAP.

**2014.08.06.08** – **AW** expressed her delight with the DMMO verdict, and hoped it presaged a time of the Village working together. She reported on WW1 services she had attended, the new regulations regarding recording council meetings, and the lights at the Custom House in Lynn. She concluded with some explanatory remarks on the refusal of the Planning Application for the Hopkin's Homes development.

**2014.08.06.09** – The Clerk read from recent **Police reports** received: these centred principally on damage to cars, including thefts of catalytic converters around the area. There had been an increase in crime generally, of which car crime was the main cause. The recommendation was that the Public should garage cars if possible, or park in well-lit areas.

**2014.08.06.10.a** – The Clerk went through the **accounts** in detail. The income sheet for the whole year to date was now available; he explained the larger items and the VAT reclaim. He commented on the expenditure against budgets – personnel was high due to deferred item from last year and accounting this month including two months salaries (in line with new finance regulations), and final correction of all tax/NI payments; he predicted a possible small overspend. Admin included two large one-off items (insurance and loan repayments) now paid for this year. Payments for approval included £150 cheque for ground works held back by Council at a previous meeting, and a Standing Order mandate for the coming year (SLCC). Finally he reported that the Personnel group had been sent copies of all salary and tax etc. payments for transparency.

**2014.08.06.10.b** – *Council resolved not to pay cheque 105329 for spraying as above.*

*Prop: MF; 2<sup>nd</sup>: DS; unanimous*

No further objections being lodged to any payments, Council moved on.

**2014.08.06.11.a.i** – DS introduced each planning application in turn:

**2014.08.06.11.a.ii** – 14/00944 being a revision of the original application left Council supporting the principle of the development but with grave concerns regarding the drainage; RB reported storm water earlier in the day being a "massive problem" and people being "under terrible threat". *Council resolved that the Clerk should write a "very strongly worded" reply accepting the principle, but commenting on the drainage issues.*

*Prop: MF; 2<sup>nd</sup>: RB; unanimous*

**2014.08.06.11.a.iii** – *Council resolved to support the Borough Council's position which led to refusal of Hopkin's Homes' Application in the first instance. It did not feel it appropriate to comment further.*

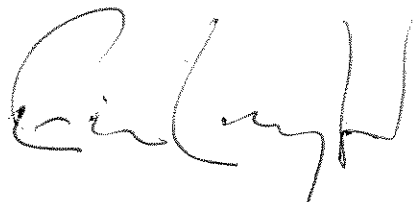
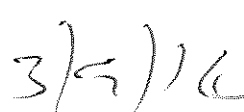
*Prop: DS; 2<sup>nd</sup>: JB; unanimous*

**2014.08.06.11.a.iv** – *Council resolved to support Application 14/01028 – conversion of garage at 2 Southgate Lane.*

*Prop: DS; 2<sup>nd</sup>: JB; unanimous*

DS remarked that a copy of the Borough's **Planning Guide** was available in the Office.

Signed:

 (Chair) 

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The Clerk reported on several **applications** received in the last 24 hours.

Councillors had received electronic copies of these. As they were too late for decisions at this meeting it was agreed that:

re: **14/01128** – lounge extension at 2 Southgate Lane – no councillor wished this to be raised formally at a meeting

re: **14/01139** – retention of shed at 5 Sweetbriar Close – councillors would contact Clerk on viewing this further should they wish to discuss [AG raised a potential conflict of interest at this point; there being no decision made, his knowledge of the situation was sought, but no need for recusal was necessary]

re: **14/01127** – this should be held over to the next regular meeting with the Clerk requesting a delayed response be accepted.

**2014.08.06.11.b.i** – MF reported on the combined **Amenities/Open Spaces** meeting, and its main conclusion being the prioritisation of works. Only five members of the Public had attended the drainage meeting the previous week, but there was information and interest with which to move forward.

**2014.08.06.11.b.ii** – The Clerk reported he had acted on arranging metalwork issues be dealt with at playground near the school. *Council agreed to proceed with remaining recommendations of safety report on the play area near the school.*

*Prop: MF; 2<sup>nd</sup>: JB; unanimous*

Council agreed, without a vote, to put forward in the budget process funding for the Lodge Lane play area to be redeveloped. In the meantime, H&S issues to be dealt with as they arise.

**2014.08.06.11.c** – Cllr Lamplugh had requested that **Open Spaces** issues be deferred in her absence.

**2014.08.06.11.d.ii** – *Council agreed to set up a Working Group to deal with the issues of the **redundant oil tank** in Brent Avenue.*

*Prop: MF; 2<sup>nd</sup>: DS; unanimous*

**2014.08.06.11.d.ii.(1)** – Cllrs RB, AL (Clerk to check willingness) and RP volunteered or were suggested for this Group. Additional members, not from Council, to be sought. *Council elected Cllr Barker as Lead of the Working Group.*

*Prop: MF; 2<sup>nd</sup>: RP; 5-0*

**2014.08.06.11.d.ii.(2)** – RB reported on the current situation. The tank was deteriorating and in danger of collapse into the surrounding garden. The question of liability needed to be addressed, as it is believed the original supplier had gone into liquidation. RB thanked AW for her input with the Borough, but it was felt unlikely that they would be able/willing to help.

A Working Group for street lighting was discussed – the Clerk informed Council of progress: detailed plan received for quote purposes; only funding possible seemed to be lottery, this being pursued.

**2014.08.06.11.e.ii** – *Council agreed to delegate powers to the Personnel Group to complete revised **contract** with Clerk relating to addition of RFO duties.*

*Prop: JB; 2<sup>nd</sup>: MF; unanimous*

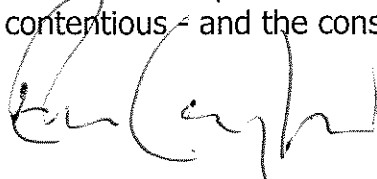
**2014.08.06.11.e.iii** – *Council agreed to adopt the legally required **Pension Statement** as suggested and amended by the Personnel Group.*

*Prop: JB; 2<sup>nd</sup>: MF; unanimous*

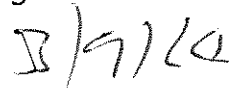
**2014.08.06.11.f.ii** – Council did not have a formal response to the footpath decision, other than clearly expressed pleasure. More thanks to Lilian Richardson.

**2014.08.06.12.a** – MF explained what had occurred at the last WECMS meeting - which was contentious - and the consultation meeting earlier in the day. She had

Signed:



(Chair)



Date:3/9/14

copies of documentation from this for people to view; these to be kept in the Office. It was remarked that the public would be required to pay for coastal defence, either by property charges, by precept, or both.

**2014.08.06.13.a** – Council agreed to donate £250 to the Memorial Hall to help with the purchase of the hearing induction loop system.

*Prop: MF; 2<sup>nd</sup>: RB; unanimous*

**2014.08.06.13.b** – Council agreed to support NCC Highways suggestion for double yellow lines near Ridgeon's, but wish them to be extended past the School, to the Play Area, for safety purposes.

*Prop: MF; 2<sup>nd</sup>: JB; unanimous*

**2014.08.06.14** – no **Any Other Business**

**2014.08.06.15** – no **agenda items** etc. for next meeting

**2014.08.06.16** – The meeting was suspended for further **public participation**. A bowser had been seen at the pumping station – this had been paid for by Anglian Water and was pumping foul water. There was discussion over the 14/00944 Planning Application and whether Council could reconsider. Double yellow lines near the Beauty Salon were mentioned; why not allowed when those near Ridgeons appear to be – Clerk to add request with letter to NCC. Thanks for the donation to the Memorial Hall were offered by Trustee.

**2014.08.06.17** – The **next meeting** was confirmed as Wednesday, 3<sup>rd</sup> September, 2014, at 7.30pm in the Memorial Hall.

The meeting ended at 9.19pm

*Abbreviations:*

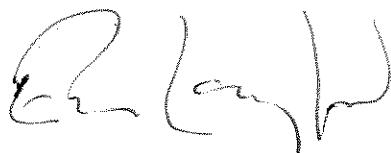
*DMMO – definitive map modification order*

*NCC – Norfolk County Council*

*SLCC – Society of Local Council Clerks*

*WECMS – Wash East Coast Management Strategy*

Signed:



(Chair)



Date:3/9/14