

SNETTISHAM PARISH COUNCIL

Minutes of the meeting of Snettisham Parish Council held on Wednesday, 5th August, 2015 at 7.30 p.m. in the Village School

Present:

Cllr R Barker (RB) – Presiding

Cllr J Bailey (JBy), Cllr J Bateson (JBn), Cllr M Billington (MB), Cllr S Dark (SD), Cllr M Fountain (MF), Cllr A Lamplugh (AL), Cllr P Morton (PM), Cllr R Pugh (RP), Cllr D Snelgrove (DS)

Also in attendance: Borough Cllr A Wright (AW)

Approximately 14 members of the public

Minutes taken by Simon Bower (Clerk to the Council)

Prior to the meeting the Clerk apologised to Council that due to his absence, some items on the agenda may have to be deferred through lack of information.

RB welcomed those present and thanked the School for kindly allowing the meeting to take place there.

Meeting commenced at 7.30pm

2015.08.05.01 – Apologies were received from Cllr Todd, and from Borough Cllr Devereux and County Cllr Dobson. RB informed Council that he had just received a **resignation** letter from Cllr Eddie Fountain which he read out. He then thanked Eddie for his hard work and decency as a Councillor.

2015.08.05.02 – AL observed that she had an indirect **interest** in item 12.a.ii, and would comment and vote after other councillors for transparency. Clerk informed JB and RB there was no issue with them voting in 11.b as their payments were for expenses.

2015.08.05.03 – There being no **public comments** Council moved on.

2015.08.05.04 – As there was one remaining vacancy from the election plus a casual vacancy as above, the Clerk explained the rules. One candidate of the two for **co-option** needed to be elected, and the casual vacancy had to be advertised as normal. Hence both candidates, Victoria Rayner and Sandra Pipe, were invited to speak.

Council agreed to a paper ballot to choose between candidates.

Prop: JBn; 2nd: PM; unanimous

Such a ballot was conducted, and the result being 5-5, a casting vote was required.

This was decided by a coin toss in favour of Sandra Pipe (SP), who then signed and read out the Declaration of Acceptance of Office, taking her place at the Council table.

2015.08.05.05 – The **Chairman** thanked all the volunteers who had worked in recent months with JBy and AL. He extended this to those involved in other activities recently – the TORC magazine team, those responsible for the Fete, Snettifest and the Norton Hill Railway day. All had been successful events for the Village. He also mentioned Flood information sheets provided by Environment Agency and BCKLWN available to all. He concluded with remarks about

Signed: 

(Chair)

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anonymous correspondence and how little could be done on receipt of such, especially when not in the purview of SPC.

2015.08.05.06 – The **minutes** of the meeting on July 1st 2015 having been circulated previously with no objection were taken as read.

2015.08.05.07 – Clerk referred to reference in the above **minutes** to Play Area safety – the elephant would be removed within a week; the inspection report had just been received and he would go through this with Cllr Todd. A visit to solicitor had occurred (RB, RP & Clerk) – agreed price for letters, cost of and delay in Land Registry applications talked through; land claims had now been sent to Land Registry.

2015.08.05.08 – AW referred to **Borough** events at weekends a “Beer, Barbers and Butchers” event of 12th and 13th September. A flood prevention and safety event was being held at Hunstanton Spinney. Another vehicle had hit the wall near the Ingol bridge possibly due to increased number of buses.

2015.08.05.09 – Clerk read from recent **police** emails; these had referred to awareness of thefts of catalytic convertors, fuel oil and garden equipment. In the Village in the last three weeks keys and a wallet had been stolen in three separate incidents. An attempted break in had damaged a caravan.

2015.08.05.10 – The meeting was closed to allow representatives of the **Snettisham Heritage Committee** to report on their project and work on the Church. Rev Veronica Wilson, Thelma Bradley and Sarah Keene were present. A government grant has allowed work to be done on the Church roof – three days surveying will require the Church to be closed in the near future, to be followed by 20 weeks of work in the Spring - this could require scaffolding, and security will be appropriate if needed. The Church is open daily during BST, and the Committee are hoping to encourage visitors with a kitchen and improved hospitality resources which can be used at a variety of functions. They are seeking further grants to help with this.

2015.08.05.11.a – The Clerk presented the summary of **bank accounts** and spending against budget reports. He noted that he had split the Amenities budget into operational and additional budgets for clarity. Larger items purchased at start of year meant that the latter and the Open Spaces were slightly over, but overall spending was under target at this stage of the year. VAT return had been large at £8.4K.

2015.08.05.11.b – *Council agreed **expenditure** items as listed.*

Prop: AL; 2nd: RP; unanimous

2015.08.05.12.a.ii – DS reported on **Planning Application** 15/01154 (Tapping House Site) that the drainage provision was being changed to include a pumping station and avoid draining into the dyke on Common Road. *Council agreed to support this application.*

Prop: DS; 2nd: MF; 2 abst

2015.08.05.12.a.i – *Council agreed to support **Planning Application** 15/01118 (74 The Beach).*

Prop: DS; 2nd RP; 1 abst

2015.08.05.iii – There being no paper plans for amendments to **Planning Application** 15/00812 (Station Yard) no comment was made – Clerk to circulate details.

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SD raised the question of improving signs near the School when the double yellow lines are installed. Clerk to contact Highways regarding this and the option of adding sites nearby for the SAM2 sign.

2015.08.05.12.b.i – Ground works contract requested by **Amenities** Group deferred.

2015.08.05.12.b.ii – *It was agreed that MF acting as a volunteer would attend to maintenance of the Campbell Memorial **Bench**, with SPC funding materials.*

Prop: AL; 2nd: PM; unanimous

2015.08.05.12.b.iii – **Village sign** maintenance quote deferred.

2015.08.05.12.b.iv – **Tree** maintenance quote deferred.

It was noted with gratitude that pot-hole repairs by NCC at the **Market Square** had been completed within two weeks of request and without charge.

2015.08.05.12.c.i – After protracted discussion on the level of detail required in **Open Spaces** contracts for work at the woods, it was agreed that Clerk should investigate similar contracts used by other councils, in particular with regard to whether time or actions are specified and the inclusion of a "to our satisfaction" clause. Vote deferred.

2015.08.05.12.c.ii – AL outlined plans to make the barrier at the **Common** safer to move for authorised people. This involved a swing mechanism, which would still be lockable and via which emergency services etc. would still have access. Fitting to be done by volunteers. *Council agreed funding of £87.25 + VAT to proceed with suggested improvements to the Barrier.*

Prop: RP; 2nd: DS; 1 abst

2015.08.05.12.c & e – There were no **Governance** or **Personnel** reports.

2015.08.05.12.f.i – A **Street Lighting** WG meeting would be arranged when there was clarity on whether UK Power Networks would allow use of their poles.

2015.08.05.12.f.ii – A **Drainage** WG meeting had been arranged for 14th August. Representatives from Planning, Anglian Water, Highways, Wash Flooding group, County and one Borough Councillor had confirmed attendance. It was confirmed that this was not an open meeting but that Members of the Public could attend by request, though not as participants directly. Venue tbc.

2015.08.05.12.f.iii – A **Dog** WG meeting had taken place on 3/8/15. Clerk reported on comments made by Sharon Ludford attending from BCKLWN. He would be preparing a proposal to fund competition(s) for youngsters to raise awareness.

2015.08.05.12.f.iv – The Group looking at Council **structure** would meet once proposals from last meeting were codified and options prepared.

2015.08.05.13 – Chair reported on recent **training** he had attended (RP attending similar course in September); MF would be attending **WECMS** meeting in October; **Memorial Hall** minutes had been received referring to the new storage at the Pavilion; **SNAP** meeting taking place on 10/8/15; **Allotments** had a recent meeting – nothing of note to report.

2015.08.05.14.a – **Parish Partnership** bid suggestions – to remain on agendas to allow for ideas. Comments about recent accidents on by-pass; Clerk informed Council he would be contacting Police about a possible emergency plan for traffic in such events, and thanked those who had assisted recently with directing traffic.

2015.08.05.14.b – After discussing amounts for donations under SPC Policy, and the possibility of virement from other budgets (for possible future consideration),

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Council agreed to donate £100 to the Heritage Project from item 10. (Section 137 LGA).

Prop: JBn; 2nd: RP; unanimous

2015.08.05.15 – A.O.B. - JBn asked about **bench** repairs and whether one of the new benches might be needed elsewhere – AL confirmed that repair was easier and no change needed; SD invited Councillors to attend a the School for a **visit** during working hours next term. Clerk reported that: **Rangers** would soon be attending (requests for actions sought), any organisations requiring Poppy Day **wreaths** should apply before 14/8/15 to Janet Todd, Hopkins Homes developer were seeking suggestions for **names** for site (RB & RP to meet with Clerk to look at proposals to be sent to Clerk and if necessary ask for Council opinion by email).

2015.08.05.16 – Agenda items for next meeting – PM requested Neighbourhood Plan be added.

2015.08.05.17 – The meeting was suspended for **Public Participation**. Issues raised were Market Square future – nothing imminent and possibly best included in Neighbourhood Plan. Request for path along Common Rd towards Auction Rooms and island on by-pass – asked to call into Office to discuss details; pedestrian signs on by-pass – Clerk to meet with Highways.

2015.08.05.18 – Next meeting confirmed as 2nd September at 7.30 in the Memorial Hall.

Meeting ended at 9.23pm

Abbreviations:

BCKLWN – Borough Council; NCC – County Council; (S)PC – (Snettisham) Parish Council

Signed:



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