

SNETTISHAM PARISH COUNCIL

Minutes of the meeting of Snettisham Parish Council held on Wednesday, 6th July, 2016 at 7.30 p.m. in the Memorial Hall

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 P Morton (PM), Cllr S Pipe (SP), Cllr R Pugh (RP), Cllr D Westwood (DW)

Also in attendance: Borough Cllr A Wright (AW), Borough Cllr I Devereux (ID) (both p/t)

Approximately 9 members of the public

Minutes taken by Simon Bower (Clerk to the Council)

Meeting commenced at 7.30pm

2016.07.06.01 – There were **apologies** for absence from Cllrs Lamplugh, Snelgrove and Todd, and from Cty Cllr Dobson.

2016.07.06.02 – SD declared an **interest** on items 12 b&d.

2016.07.06.03 – The meeting was suspended for **public** questions. The issue of footpaths being blocked was raised – residents encouraged to contact NCC, and reminded that there was nothing to stop pruning by residents.

2016.07.06.04 – The **Chairman** remarked on how good it was to see the Village come together on the Silica Sand issue, and congratulated SD and those involved in the WASP campaign. The fete on Saturday 9th was promoted, with request for help on the day and in setting up- the weather had been booked! RB also commented on the School event to celebrate the Queen's Birthday and the presentation of the coins to the children. [Clerk read out the names of those pupils who had written to thank Council – letters available in Office. SD reported that an overhead photo of the event was being sent to Council.] The recent Car Boot sale had raised over £700 for new play equipment.

2016.07.06.05 – *The **minutes** of the meeting on 1st June 2016, having been previously circulated, were approved without objection, and duly signed.*

2016.07.06.06 – **Arising** from the above minutes – JBn asked about a cheque which had been delayed; Clerk recalled that this had been sent following confirmation from Cllr Lamplugh. Clerk reported that double yellow lines outside salon should be happening; the School ones were out for another consultation.

2016.07.06.07 – *The **minutes** of the meeting on 29th June 2016, having been previously circulated, were approved without objection, and duly signed.*

2016.07.06.08 – **Arising** from these the Clerk reported that the audit forms had been posted and the public consultation process had been advertised.

2016.07.06.09 – AW reported that the **Borough Council** had considered the devolution proposals and had voted to put this out to public consultation. Other districts had rejected this outright with the proposed elected mayor being a stated cause. There was considerable public concern about grass-cutting and this was being looked at. ID reported that DW's request for a Borough-wide ban on Chinese lanterns etc. was being considered and moving through the Borough

Signed: 

(Chair)

Date: 7/9/2016

policy making process. BCKLWN had objected to the Silica Sand proposals. 9th/10th July was to be a weekend of water-ski racing etc. in Lynn.

2016.07.06.10 – Clerk reported on a **Police** Volunteers Weekend which led to 50 warnings about speeding in W Norfolk.

2016.07.06.11 – Clerk requested concerns to include in a response to the **PCC consultation**. Issues suggested were: Police presence at meetings, the lack of detail in email crime reports, speeding being a local issue and needs treating as such, PCSOs and funding. Councillors asked to provide other subjects, and Clerk to produce draft for next meeting.

2016.07.06.12.a – Clerk reported that overall **budget** figures were those before inclusion of additional cheques to those originally listed. Admin and s.137 budgets were slightly overspent due to timing of large payments – this will self-correct.

2016.07.06.12.b – *Council approved by consensus **expenditure** of £362.27 on the WASP campaign for electronic media etc.*

2016.07.06.12.c – Clerk went through the finances for the fete. *Council agreed by consensus cheque signing (by RP/RB) outside of meeting for **payments** to Clerk to cover expenses which would be incurred, including c.£500 for drink and c.£200 for additional cash expenses.* Clerk to arrange floats and provide full accounts of expenditure. For next year this should be more predictable in advance.

2016.07.06.12.d – **Payments** were agreed by consensus as presented, including additional items, subject to changes in hours on the grounds maintenance invoice, and addition of H&S work to same contractor.

2016.07.06.13.a.i – **Pigeon Homes** would be meeting with Planning Group on 14/7/16. After discussion it emerged that Council was concerned about this being while the Neighbourhood Plan [NP] was in development. However, meaningful, carefully noted, dialogue should take place, which could reflect NP comments so far.

2016.07.06.13.a.ii – **Planning** Application 16/01009 (replacement classroom block at Village School) – *Council agreed to support this application.*

2016.07.06.13.a.iii – **Planning** Application 16/01111 (external storage at new Co-op) – *Council agreed to raise no objection to this application.*

2016.07.06.13.a.iv – **Planning** Application 16/00998 (drainage system at 13A Beach Rd) – *Council agreed to object to this application on grounds of lack of sufficient information.* Concerns were raised once more about this development – Clerk to contact various agencies.

2016.07.06.13.a.v – **Planning** Application 16/01140 (conversion of double garage, 94A Station Rd) – *Council agreed that no comment should be made on the merits this application as the plans were not available when Clerk was producing paperwork for the meeting.* This should be raised with BCKLWN.

2016.07.06.13.b.i – After a lengthy discussion *Council agreed to provide a **dog waste bin** for the Memorial Hall Trustees to place at the edge of the Playing Field.*

Prop: RP; 2nd: SP; 5-4 (1 abst)

2016.07.06.13.c – MB reported that the **Neighbourhood Plan** surveys were out and they needed to be returned by 22/7/16. He hoped for 100-200 responses, and that the process might be concluded within the calendar year. Request for survey to be included on electronic media.

- 2016.07.06.13.c.i** – Council agreed without objection to **fund** a £100 prize for the Neighbourhood Plan survey process; Parish Councillors ineligible. Clerk outlined briefly the relationship between the NP group and Council, re: funding and status.
- 2016.07.06.14** – Clerk reported on Transparency **Training** attended. Much information needed to be provided, and this had to be on the web. A new website may be needed. He and Phryne Richardson had discussed.
- 2016.07.06.15** – Village **Fete** – Clerk and SD reported on developments and what was needed.
- 2016.07.06.16** – Council agreed to support a **petition** to NCC by the residents of Strickland Avenue requesting speed limit reduction. Clerk to investigate possibility of SAM2 sign location and/or possible additional sign.
- 2016.07.06.17 – A.O.B.** – Clerk informed Council of the situation regarding application for the **fencing** at the Common – forms completed and sent off, notices posted and press advert in place. Also that the quote for potential new **street light** in Station Rd was c.£1200. The road closure required however was quoted at c.£2400. He had spoken to NCC and this could be done at the usual rate which Council has previously paid. This to be done, and approval added to next agenda.
- 2016.07.06.19** – The meeting was suspended for **public** questions. Issues raised were: possible pedestrian crossing by Co-op – Clerk to raise with Highways; broken bollard on Beach Rd – already reported; railings round tree – not commemorative - planned reinstallation not yet arranged and Clerk to pursue.
- 2016.07.06.20** – Next **meeting** confirmed as 3rd August, same venue and time.
- 2016.07.06.21** – Council agreed to exclude the public under the relevant legislation as advertised on the agenda. Public left at 9.28pm.
- 2016.07.06.22.a** – Council agreed to appoint Diane Sheldon as Office Assistant.
Prop: PM; 2nd: SP; unanimous
- 2016.07.06.22.b** – Council agreed the relevant contract with change to wording of holiday allowance for clarity.
- 2016.07.06.22.c** – Council agreed a rate of £10ph, reviewed at budget setting. For 2016/17, this to come initially from administrative assistant budget, then personnel budget and finally reserves as required.

Meeting ended at 9.42pm

Abbreviations:

BCKLWN – Borough Council; NCC – County Council; PPC – Police and Crime Commissioner;
(S)PC – (Snettisham) Parish Council

Signed:



(Chair)

Date: 7/9/2016