

SNETTISHAM PARISH COUNCIL

Minutes of the meeting of Snettisham Parish Council held on Wednesday, 9th January, 2019 at 7.30 p.m. in the Memorial Hall

Present:

Cllr M Billington (MB) – Presiding

Cllr R Barker (RB), Cllr J Bateson (JB), Cllr G Byrne (GB), Cllr G Deverick (GD), Cllr P Morton (PM), Cllr H Platt (HP), Cllr D Snelgrove (DS)

Also in attendance: Borough Cllr I Devereux (ID)

Approximately 12 members of the public

Minutes taken by Simon Bower (Clerk to the Council)

Cllr Billington explained that he would be chairing the meeting in the absence of Cllr Pugh. He opened the meeting at 7.30pm

2019.01.09.01 – There were **apologies** for absence from Cllrs Carey, Dark and Pugh.

2019.01.09.02 – GD declared an **interest** in item 10.a.i

2019.01.09.03 – **Public** participation: Charlie McKenzie asked about the possible provision of a litter bin in Common Rd – could be difficult if required staffing – volunteers mentioned; refer to Amenities Group.

2019.01.09.04 – MB acting as **Chair** reported on many successful events over Christmas, thanking both organisers and those attending. There was audible pleasure from those present when he announced that the total raised by the Snett45 project was £16,291.55 – again he thanked all of those involved.

2019.01.09.05 – *The **minutes** of the meeting on 12th December 2018, having been previously circulated, were taken as read, and duly signed.*

2019.01.09.06 – There were no **matters arising** from the above minutes.

2019.01.09.07 – ID reported that “good things” were happening at **BCKLWN**. A new system for reporting dead animals/fly-tipping etc. was being developed for adoption in March(?). This would allow issues to be reported via an online map, and would also show what had already been reported. The new fly-tipping campaign “Scrap-It”, concentrating on enforcement, would be beginning on 31/1/19. Reports of people putting rubbish in the bins of others – this was illegal. Clerk asked if BCKLWN might be able to empty a bin as in item 3 above – ID to pursue.

2019.01.09.08 – There was no **Police** report.

2019.01.09.09.a – Clerk reported on current **budgets**; all would be underspent, except possibly personnel, currently 1% over. Due to expenditure from reserves, there would be a likely overspend on the entire budget of around £500-1,000.

2019.01.09.09.b – *All **expenditure** listed was agreed without objection.*

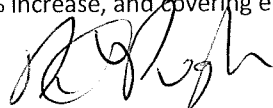
2019.01.09.09.c – *After lengthy examination, the draft **budget** was agreed as listed¹, at £101,536.*

Prop: MB; 2nd GD; 5-3; counter proposal of £10,000 less defeated.

2019.01.09.09.d – Clerk presented options for funding this budget, including reference to loss of CTSG, and comparisons to previous years. *It was agreed to*

¹ The sums involved for budget and precept were detailed in publicly-presented paperwork, giving options for no increase, 10% increase, and covering entire draft budget. Figures shown at end of these minutes.

Signed:



(Chair)

Date: 6/2/19

raise the **precept** to cover the budget above (less £10,000, ring-fenced in reserves), rounded to £91,500. Clerk to publish exact percentage increase etc.

Proposal made to keep precept the same, amended as above; amendment won 5-3

2019.01.09.10.a.i – [It was agreed that GD should give a summary of the reasons for his appeal (property at 18 Beach Rd), then leave the room to return if questions were raised. After that to sit with public until vote taken – this took place.] *Council agreed to support the applicant in his **Planning Appeal** against an enforcement order by BCKLWN – issues over definition of countryside, freehold ownership, pre-existing pond and inconsistency in enforcement with other recent developments. Clerk to write no holds barred letter.*

2019.01.09.10.a.ii – Clerk reported on recent exchanges over the retrospective **planning** approval at 18 Common Rd. *Agreed that Clerk should continue to pursue this in line with previous expressions of Council views.*

2019.01.09.10.a.iii – Clerk described two **Planning Applications** arriving since agenda prepared. These were considered in line with protocol:

PA 19/00013 – 4, The Avenue – garage, internal re-arrangements and extension:
Council had no objection to this application.

PA 19/00024 – adj. 38, Park Lane – amendment to condition 2, change of plans:
Council had no objection to this amendment, but asked that the CIL exemption requested be objected to as the development appeared to be by BCKLWN itself, not a self-build².

2019.01.09.10.b.i – *Council agreed that, subject to BCKLWN approval, it should make arrangements for improved **signage** to Railway Sidings Yard, as SPC property, but only if funded by the residents.*

2019.01.09.10.d.i – Following a reduction in the quotation presented at December meeting, *Council agreed by consensus with the purchase of **IT equipment** and appropriate software and service agreements.*

2019.01.09.10.e – Project Development: Clerk noted that were four additional comments to add to the printed draft notes of the meeting on 7/1/19. MB gave a report on the proposed infrastructure developments, with a new Community Centre and “state of the art” sports facilities. Need to work with BCKLWN Planning and Leisure Services. The following recommendations from the PD Group were considered and agreed:

- i. A **PD Working Group** should be set up³;*
- ii. **Membership** should be, for both Support and Working Groups, all Councillors plus Julie Godfrey, Lesley Marriage, Alf Todd and Kate Walker. An additional MHT representative should be sought, and one or two more Members of the Public should be welcomed;*
- iii. A **surveyor** to be sought to look at how the elements of the project best fit together⁴. GB gave a brief summary of the relevant parts of a meeting of MHT on 8/1/19, mainly dealing with the Pavilion;*
- iv. SPC to work with MHT on plans for new sporting facilities;*
- v. No specific proposals for next step in developing Community Centre, other than in continuing investigations in line with meeting notes from 7/1/19;*

² Further to note that the application form was not available at the start of the consultation period.

³ Clerk to propose Terms of Reference, reporting structure etc.

⁴ Poppyfields in the first instance; Clerk should write to MHT secretary to confirm they are happy with this process for MH and Field.

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- vi. SPC to support the return of the **Post Office** to the Village, possibly in MH on a short to medium term basis, then Community Centre (possibly including sorting facilities);
- vii. SPC to take over **grant** application from MHT – Sport England⁵;
- viii. SPC to ring fence in Parish accounts any grant **funding** received as in vii, to pass to MHT^{6 7}.

2019.01.09.11 – no reports on other **meetings**

2019.01.09.12a – Council agreed to **donate** £25 to each of WI, MHT, RBL and the Church in recognition of their work on 11/11/19.

Prop: MB; 2nd: PM; unanimous

2019.01.09.12.b – Council agreed no longer to pursue with Royal Mail the name of **Shepherd's Port** for the area west of the Bypass.

2019.01.09.12.c – Council agreed a **donation** of £100 to Norfolk Citizens' Advice.

Prop: PM; 2nd: GD; unanimous

2019.01.09.13.a – withdrawn

2019.01.09.13 – **AOB** – Clerk reported: RAF commemoration at Memorial – more low-key than originally planned; Greenways Trails; Ranger visit; South Wootton PC organising a meeting on 25/1/19 to protest at the approval of a large housing development. He noted that he had become aware that BCKLWN could lose their status as a Planning Authority if they rejected more than 10% of new homes, and this would mean local applications being considered elsewhere.

2019.01.09.14 – **Public participation:** Arthur Clarkson asked about the publicity regarding any Poppyfields development – the potential developer is proposing their own in mid-February (a letter drop to inform) and SPC/MHT will probably use Parish Meeting to present their joint plans; Charlie Mackenzie reported a sewage overflow at Common Rd – Clerk to arrange a joint meeting with residents, Anglian Water, Environment Agency, BCKLWN etc.; Jean Savage asked after the uses of a new Community Hall/Centre – MB outlined possibilities and that the process was at an embryonic stage, the MH itself not being at risk; Janet Lane asked after dentists – Clerk remarked that he was still waiting for a possible meeting at the House of Commons on this, then further discussion of situation, contracts etc.; Lynda Standeven asked why MHT had not been consulted earlier on SPC plans – general consensus this not the case; Jean Savage asked when plans emerged and whose was the idea – MB noted this was partly in response to MHT plans and the possibility of CIL money and land donation, a potential dovetailing of plans resulting.

2019.01.09.15 – The next **meeting** was confirmed as on Wednesday, 6th February in the Memorial Hall at 7.30pm.

Meeting ended at 9.38pm.

Abbreviations:

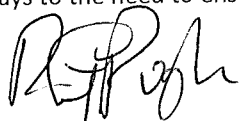
BCKLWN – Borough Council; CIL – Community Infrastructure Levy; HMG – Her Majesty's Government; MHT – Memorial Hall Trustees; NCC – County Council; (S)PC – (Snettisham) Parish Council; WECSMS – Wash East Coast Management Strategy

⁵ This required the grantee to be the landowner

⁶ Or the donor in the event that project does not continue

⁷ Subject always to the need to ensure compliance with VAT etc. legislation

Signed:



(Chair)

Date: 6/2/19

AGREED 19/20 BUDGET & PRECEPT**Expenditure**

Budget Area		18/19 budget	19/20 budget
s.137	1.5% of operating budget	£1,199.78	£1,176.00
Admin		£13,000.00	£13,750.00
Governance		£1,000.00	£1,000.00
Personnel		£42,000.00	£44,250.00
Street Lighting		£2,555.00	£3,750.00
Amenities 1		£17,930.00	£14,500.00
Amenities 2		£1,000.00	£1,150.00
WWI Commem		£2,500.00	£0.00
Community Centre FS			£2,500.00
Contingency	2.5% of operating budget	£1,999.63	£1,960.00
"Operating budget"		£83,184.41	£84,036.00
<i>NB - fete and miscellaneous intended to be revenue neutral</i>			
Additional items:			
<i>into ring-fence</i>	Play area - yearly set side	£3,000.00	£3,000.00
<i>into ring-fence</i>	Parish Partnership Project	£6,000.00	£4,500.00
<i>into ring-fence</i>	Long Term projects		£10,000.00
	total	£9,000.00	£17,500.00
Total Budget - op. budget plus add. items		£92,184.41	£101,536.00

Income

		18/19	19/20
CTSG		£1,682.00	£765.00
Precept	agreed 9/1/19	£77,500.00	£91,500.00

Comparison for Band D property:

Tax base	1056.9	1115.6	
£/a	£73.33	£82.02	11.85% rise

Ring fenced funds in reserves:

Previous	Market Square total	£10,000.00
	Office	£10,000.00
	Play Area	£3,000.00
	Memorial Lighting	£750.00
19/20	Play Area	£3,000.00
	Long term projects	£10,000.00
	Bridge	£4,500.00
	total	£41,250.00

ALL FIGURES EXCLUDE VAT

There are no other sources of guaranteed income, except a small amount of interest.

Contingency and section 137 percentage figures set excluding Community Centre FS budget

Signed:



(Chair)

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