

# **SOUTHREPPS PARISH COUNCIL**

## **ORDINARY MEETING**

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RAYNHAM HOUSE, 10 NEW ROAD, NORTH WALSHAM, NORFOLK, NR28 9DF

### **MINUTES OF THE ORDINARY PARISH COUNCIL MEETING** **HELD ON WEDNESDAY 28TH JANUARY 2015 @ 7.30PM** **LOWER SOUTHREPPS SOCIAL CLUB**

**Present:** Lesley Sparrow (Chair), Vic Purdy (Vice Chair),  
Louise Marriner and David Williams  
**Apologies:** Louis de Soissons and Ben Woodcock  
**Others:** Sue Arnold - NNDC and 3 members of the public

- 1. To consider apologies for absence**  
Louis de Soissons and Ben Woodcock sent their apologies and these were accepted by the Council.
- 2. To receive declarations of interest and Pecuniary interest authority**  
None were declared.
- 3. Approve Minutes**  
**Ordinary Parish Council Meeting 24th November 2014**  
Resolved to approve.
- 4. Resolution to adjourn the meeting for public participation, Police and District and County Councillor Reports (15 minutes maximum)**  
Resolved to open.

*Sue Arnold, NNDC* - informed that the money spent on Cromer seafront had been re-imbursed via central Government. There had been compliments on the speediness of the repair work. Empty homes attract a homes bonus and the building scheme incentive has been extended to allow affordable houses to be built. The NNDC Big Society Fund is open for applications. The Clerk outlined the issues relating to Southrepps's application for additional funds towards the toddler area. Sue confirmed that she would investigate and report back. There had been a peer review and NNDC's performance had been rated as "good". The upgrade to Broadband was underway and it was hoped that most of Southrepps would receive 25 megs and the balance of the community 5 megs.

*A member of the public* outlined their total disgust that the installation of the Christmas trees had not been covered under the Parish Council's Insurance. The Council tried to explain that in order that the initiative can be covered there needs to be evidence and a clear paper trail to show that there was Parish Council involvement. As there was no longer a Councillor involved directly in the Village Fayre Committee on this occasion it could not be covered. The parishioner went on to outline that he pays for the trees himself and urged the Council to reimburse the £180 insurance policy. There was a short question and answer session regarding this matter. The Clerk outlined as this was not an Agenda item a decision could not be made. The Council informed it would be on the March Agenda.

*The Chair of the Football Club* attended and asked if the Council had received the documentation requested? The Council said that it had although that sufficient time had not been allowed to meet with the Club's nominated contractor/co-ordinator as 3 days notice was inadequate.

**Resolved to close.**

5. **To report on matters arising (updates and information only)**
  - 5.1 **Play Areas - toddler area - funding and purchase of equipment**  
Funding from Victory Housing of £2,250 awarded 14.11.14  
Total funding pot £5,250. Applied to NNDC Big Society Fund for a contribution however, indications were not good as the Council had already received funding for the larger project. The Clerk had written to appeal for the panel to review this policy. The Hally Gally had been serviced in partnership with Roughton Parish Council.
  - 5.2 **Police update** - the Clerk would chase this.
  - 5.3 **Website and Broadband update** - Ben Woodcock - there was no update on this.
  - 5.4 **Speedwatch through the Village** - The forms were ready to go to Norfolk Police and the Clerk would hand these over to PCSO Bill Kerr. It was hoped that a partnership with Swayfield and Bradfield Parish Council would be formed to progress this community initiative. EP
  - 5.5 **NCC's Partnership Plan** - Crown Loke - completed
  - 5.6 **Review trees in Southrepps** - Louis de Soissons - there was no update on this at the present time.
  - 5.7 **Signage at Lower Southrepps Warren Road** - Transferred as requested  
Finger pointers - Lesley Sparrow
  - 5.8 **Acknowledgement of Mr Sladden's work in the community** - Vic Purdy  
The framed photos detailing Mr Sladden's work in Southrepps had been presented him.
  - 5.9 **Southrepps Football Club** - Clerk had written to Southrepps Football Club asking for information and detailing the necessary procedures. Correspondence had been received and circulated to Members.
  - 5.10 **Post Office** - Clerk had written to the owner to invite them to attend  
No response had been forthcoming.
  - 5.11 **Christmas Tree Lights** - letter sent to organisers regarding insurance. Organisers had written back asking the Parish Council to fund their insurance policy.

## 6. To consider and review Planning

14/1685	4 Warren Road	Erection of detached single-storey garden room/studio ancillary to 4 Warren Road	No objections
14/1363	Plot 12 Beechlands	Erection of 1.5 storey detached dwelling	With NNDC
14/1530	Barn at Pitt Street	Conv of agricultural buildings to residential dwelling	With NNDC
14/1235	Barns, land at Pit Street	Change of use and ext to agricultural buildings to residential dwelling	With NNDC
14/1275	Post Office, High Street, Southrepps	Change of use of Post Office to residential dwelling & erection of front wall	Permitted
15/0015	Lane off Gimingham Rd, Southrepps	Prior notification of intention to excavate irrigation reservoir	No comment
15/0021	Woodmill Lodge, Warren Woods, Brewery Road, Trunch,	Variation of condition 3 of planning permission	No comment from PC

7. **To consider documentation received from Dan Hewitt and Pam McCabe in connection with Southrepps Football Club and the digging/levelling and reseeding of the playing field (*information circulated prior to meeting*)**  
Members considered the documentation from Dan Hewitt and Pam McCabe and resolved that a decision could not be made on this Agenda item as the information provided was not sufficient or detailed for the Members to make an informed decision.

It was clear that any programme of works would need to have an appointed Project Manager who would be responsible for the complete management process and scheduling of contractors/volunteers and suppliers.

The meeting was opened to allow the public to speak on this Agenda item

There was strong discussion on this matter between the Council and the public. The Council again stressed the importance of the necessity for detailed information and the need to be extremely clear as to how the project would progress and who would manage the volunteers. Discussion took place around the RoSPA report which had **NOT** been rescinded by them as alleged. The mole hills were again outlined and the Clerk informed that throughout last summer the moles were removed however, they have again reappeared. Mole control would re-commence when a contractor was found. EP

The meeting was closed to the public in order that the Council could continue the business on the Agenda

Councillors agreed however, that an independent report by a professional and qualified sports grounds company needed to be sourced as the project demands more detailed clarification. A company had been recommended by Norfolk FA. It was resolved that Financial Standing Orders be suspended to allow the Council to progress this matter in an expedient way and that delegated authority be given to the Clerk to arrange the site visit. A budget of £650 was allocated for the feasibility study. EP

It would also enable the Council to ensure that the project had a robust, accountable, defined and detailed contract attached to the project; not to do so would be negligent. Councillors were mindful that this was a public area and that in closing off the facility for a period of 12 - 24 months was a step at this stage they were not able to commit to without public consultation.

It was further resolved that after the professional feasibility report was received that the Clerk would write to the Edith Murphy Foundation outlining the findings of the report and to ascertain if any further funds were available. The Council would then be in a position to make a firm decision on behalf of the whole community.

## 8. To consider and review correspondence

Age UK - request for donation  
Request by resident for signage for Crown Loke and Hall Road - Clerk to investigate  
Norfolk Police - 50/50 scheme for additional PCSO's  
NALC information  
BT Openreach - High Speed Broadband Cabinets  
Clerks & Councils Direct  
Victory Housing re garage improvements - Feb 2015 - taking 2 weeks  
Document from SCT - regarding storage facilities - circulated to members in advance  
Documentation from Dan Hewitt re Southrepps Football Club and Pam McCabe re the petition  
Anglia Water re Southrepps Sewerage Issues on the Common  
Documentation from Mick Waudby re Christmas Trees

## 9. Financial Matters

### 9.1 To approve payments

PAYEE	AMOUNT	CHEQUE NO
Isobel Primrose		
(reimbursement of flowers for village tubs)	£45.00	390
ICO	£35.00	391
Glasdon (replacement dog bin at play area)	£100.80	392
Photoworx	£105.80	393
Indigo - bottle bank recycling	£52.80	394
TT Jones - street lighting maintenance	£24.00	395

Secret Gardens	£220	396
Daniel Plumley	£50.60	397
Elaine Pugh	£450.63	398
EON - street lighting - December 2014	£8.98	d/d
EON - street lighting - January 2015	£9.27	d/d

**FUNDS RECEIVED**

Norfolk Community Foundation - grant for toddler play equipment	£2,250
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Resolved to pay enbloc

- 9.2 To consider documentation provided from SCT to consider contribution/purchase of container to store equipment.**  
Members discussed the various proposals from SCT regarding the storage facilities required. The Council commended their excellent presentation and the information contained within the document.  
It was resolved that an allowance of £1,000 be ring fenced for this project. The Clerk was given delegated responsibility to work with the group to access further additional funds as necessary. EP
- 9.3 To consider purchase of picnic tables for play area at recreation ground**  
The Council had considered this matter previously and it was deferred to Spring 2015. Requests had been made in the summer months for picnic tables to be installed at the new play area by parishioners. It was resolved that the Clerk be given delegated authority to purchase these items at a total value of £450. EP
- 10. To consider and review Southrepps Parish Council website**  
Members considered that the website needed more information placed onto it and that an additional member be given this task in conjunction with Ben Woodcock. Vic Purdy agreed to undertake this role and would liaise accordingly. VP
- 11. To Receive Reports from Councillors and items for March 2015 Agenda**  
There were no items for the next Agenda.
- 12. To Confirm the Date of the next meeting**  
**Wednesday 11th March 2015 - Southrepps Village Hall at 7.30pm.**

There being no further business the meeting closed at 2105 hours.

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**Lesley Sparrow - Chair**

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**11th March 2014**