

Southrepps Parish Council

Ordinary Meeting

☎ 01692 402998 – clerk to council – elainepugh15@hotmail.com

Raynham House, 10 New Road, North Walsham, Norfolk, NR28 9DF

Minutes of the Ordinary Parish Council Meeting

Wednesday 28th November 2018 @ 7.30pm @ Southrepps Village Hall

Present: Lesley Sparrow (Chair), Roger Swift, Tish Peal,
Louise Marriner and Graham McCabe
Apologies: Louis de Soissons and Paul Briggs
Others: 2 members of the public
Tim Adams - NCC (partial) and Sue Arnold NNDC (partial)

1. **To consider apologies for absence**
Louis de Soissons and Paul Briggs - due to work commitments - accepted by the Council.
2. **To receive declarations of interest and Pecuniary interest authority**
Prejudicial interests under section B of the Code of Conduct were declared by Graham McCabe and Roger Swift at Agenda item 11 relating to the Parish Council's agreement with the Football Club.
3. **To approve Minutes**
Ordinary Parish Council Meeting Wednesday 26th September 2018
There was one insertion at Page 4 Agenda item 13 "The Football Club would be undertaking remedial works on the recreation ground and this was noted by the Council." It was resolved that these be signed
4. **Resolution to adjourn the meeting for public participation, District and County Councillor Reports (15 minutes maximum)**
Resolved to open the meeting to the public.

Sue Arnold, NNDC - outlined her report which is attached at Appendix 1.

Members of the public informed that SAM2 would be imminently moved back to Gables Avenue. SAM data had been downloaded and was due to be interpreted and the information forwarded to the Council. It appears that the SAM2 may be having an effect on the reduction of speed. In a 3 month period 49,000 vehicle movements have been made past the SAM unit. Discussion took place on the next Speedwatch location.

Resolved to close the meeting to the public.

5. **To report on matters arising (updates and information only)**
 - 5.1 **Community speedwatch**
This was ongoing and it was hoped to recruit 2 new members soon.
 - 5.2 **Replacement tree at Clipped Hedge Lane/Beechlands - with LDS**
The tree is due to be planted.
 - 5.3 **Roadside nature team - Risk Assessment completed**
 - 5.4 **SCT - transfer of commons - Clerk and Chair had completed the paperwork**
The transfer is imminent and waiting for NWT confirmation. Further clarification was being sought by NWT regarding rights and insurance.
 - 5.5 **Councillor training - 20th Councillor and 22nd October GDPR**
The GDPR and Councillor training was well received by the various Members who had attended.
 - 5.6 **Village Plan**
There was no progress on this as yet.
 - 5.7 **Recreation field - herbicide applied. The voluntary working group had undertaken remedial works. Three perching benches had been installed on**

the recreation ground without authorisation by the Parish Council. Due to health and safety concerns that they were not installed correctly and without the permission of the Parish Council the Clerk had removed them.

5.8 30mph Roundels within the Parish - completed

5.9 Manhole cover replaced at Village Hall car park - this had been completed.

5.10 Allotment rent invoices sent out - payments nearly all banked

5.11 Trees on recreation ground

The Clerk had asked a specialist Arboricultural contractor to supply the Council with a quotation for recommendations of work to be completed at the recreation field.

5.12 Christmas Trees around the village - locations to be confirmed

The locations would be - Vernon Arms, The Green at Long Lane and one at Lower Southrepps. A risk assessment would need to be completed.

EP

6. To consider and agree expenditure for village hall car park to provide better disabled access to hall users

The Clerk had sought quotations for the proposed concrete pad from various contractors. Four quotations had been received. There was only one which had followed the exact specification detailed by the Council. The other suppliers had recommended that the project be managed in a different way and offered alternative solutions. A Councillor thought that the job should be progressed in line with the specification supplied. It was agreed that the Council would allocate up to £4,035.50 incl VAT for this project in line with the price supplied. Graham McCabe stated that he would like to investigate this further, meet with the supplier and report back to the Council with his findings. It was agreed that if the contractor met the conditions and criteria that they be appointed for this work. Graham McCabe would inform the Clerk of progress accordingly.

GMc/EP

7. To consider and review Planning

18/1714	Brook House, Chapel Rd	Variation of condition 2 of planning permission ref 13/1435 (erection of 2 storey rear ext) to re-locate position of rear ext to Brook House	No objections
13/1517	Land to the rear of The Chapel, Chapel Road	Erection of detached outbuilding	Withdrawn
18/1755	Clematis Cottage, Chapel Rd	Erection of single storey side/rear ext and demolition of outbuilding	No objections
18/2075	Land to west of reservoir, Gimingham Rd	Prior notification of proposed agricultural development - erection of pump house for irrigation reservoir	PC comment given
18/2074	Pump House, Hall Rd	Prior notification of agricultural development - proposed pump house for irrigation system	PC comment given
18/1789	Northrepps Aerodrome, Northrepps	Continued use of land as airfield on a permanent basis. Variation of condition 2 (aerobatic operations) of planning permission PF 11/0232 to permit aircraft movements for the purpose of aerobatic operations which are not operated from the site.	Comment made by PC regarding activities and asking for a time limit to be placed onto the planning.
18/2127	White House, Church St	Erection of single storey side and rear ext and one and a half storey side ext	Objected to by the Parish Council, It was deemed that the design was inappropriate for conservation area.

As Tim Adams had arrived it was resolved to open the meeting to enable him to give his report which covered Highways issues through village and the damage done at Wellspring Road.

8. **To consider and review Play Inspection Report and agree action**
The Clerk highlighted the issues with the play equipment and findings. After discussion it was agreed that the Clerk would request the caretaker to undertake as much work as he could and then a re-assessment of any significant expenditure would be made for any outstanding matters. EP
9. **Financial Matters**
 - 9.1 **To consider budget and set Precept for 2019-2020**
Minor amendments were made to the budget and careful debate took place on the merits of increasing the Precept to accommodate future works. Members were made aware of impending costs ie: Parish Partnership - 50/50 scheme and the concrete pad. There may also be work needed to trees on the recreation ground. With this in mind and the reserves held it was agreed to set the Precept at £14,500 including the Government Grant. EP
 - 9.2 **To agree amount to be repaid to donators for balance of funds due to them from funds received for the upgrade of Southrepps Recreation Field which have not been utilised for this purpose**
A schedule of expenditure and future allocated costs had been circulated. The costs for the project had been reduced substantially due to the non-payment to Norse for their original work at the location. There was a surplus of funds which needed to be returned to the donators so that there was a clear and defined audit trail. It was resolved that the Edith Murphy be refunded £3,810 and Benefactor A - £310. The Clerk would arrange this. EP
 - 9.3 **To consider and agree proposals for the NCC Parish Partnership 50/50 scheme - white entrance gates £3,850**
The documentation on this had been circulated to members for their consideration and all agreed that this should hopefully have an impact on reducing speed through the village. It was resolved that the Council allocate £1,925 approximately for this initiative the balance being matched by the NCC scheme. The Clerk would prepare the documentation and forward this to NCC. The outcome would be known in April/May 2019. EP
 - 9.4 **To formalise and approve the payment for the hot water upgrade and power diverter for the village hall £2,640 excl VAT**
The Council had been approached by the Village Hall to co-fund the improvements for the project along with the NNDC Big Society terms and conditions. The Council had indicated that they would support this. It was resolved that the Parish Council allocate £2,640 towards this project excluding VAT.
 - 9.5 **To consider costs to survey 2 oak trees £260 plus VAT**
The Clerk had received a quotation from a reputable Arboricultural contractor. It was resolved that they be appointed to supply a detailed report on the condition of the trees. Clerk would arrange. EP

9.6 To agree annual donations to charities

a) North Norfolk Community Transport

There were currently 15 members in Southrepps who utilised this service within the village. Members resolved that £50 be donated to NNCT. EP

b) Southrepps Mardler

The Council considered that this parish magazine was an excellent tool within the community and the re-launch had been well received. The Clerk was asked to pass on the Council's thanks to the Editor and it was resolved that £100 be allocated for this initiative as required by the Mardler. EP

c) Norfolk Age UK

Members resolved that £50 be donated. EP

9.7 To approve payments

AMOUNT	DATE	PAYEE	NO
17.46	06.10.18	EON	d/d
18.04	12.11.18	EON	d/d
65.04	28.11.18	Indigo Waste	531
156.00	28.11.18	Play Inspection Co	532
275.00	28.11.18	DT Overton (moles)	533
78.00	28.11.18	Mick Kinder (caretaker)	534
1,008.00	28.11.18	Award Spray Services	535
81.24	28.11.18	Erpingham PC	536
111.75	28.11.18	Wix.com	537
118.88	28.11.18	TT Jones	538
250.00	28.11.18	Norfolk PTS – training	539
755.82	28.11.18	NNDC - dog bin emptying	540
2148.00	28.11.18	Mr A Armstrong (Vhall)	541
1020.00	28.11.18	Durrant Elect & Mech Ltd	542
75.00	28.11.18	MW Landscapes	543
3810.00	28.11.18	Edith Murphy (returned fund)	544
310.00	28.11.18	Benefactor A (returned fund)	545
22.14	28.11.18	Julie Swift (Hadfields)	546
12.00	28.11.18	HMRC	547
569.61	28.11.18	Elaine Pugh	548
50.00	28.11.18	NNCT	549
50.00	28.11.18	Norfolk Age UK S137	550

Resolved to pay enbloc

FUNDS RECEIVED

September - interest	£0.87
October - interest	£0.79
Allotment payments received	£10.00
Southrepps Society (SAM 2 contribution)	£500.00
NNDC - 2 nd tranche of Precept	£7,125
Cheques being received for Training Event from other Parish Councils	

10. To review Correspondence

1. North Norfolk Community request for donation
2. Guidance on Trees from Came & Co
3. NCC re temporary road closure
4. NCC - 50/50 scheme - guidance from Highways for gates cost £3,850
5. MJ Tree Services - inspection of trees - cost of £260 plus VAT
6. NWT - draft press release - circulated
7. Norfolk Vanguard - update
8. Resident regarding planning 18/1457
9. NNDC review of polling district - no changes at Southrepps
10. Norfolk Boreas
11. Resident interested in joining Speedwatch - forwarded to Louise Marriner
12. NNDC Planning Events - circulated
13. Southrepps Support Scheme - request £100 towards the production of the Mardler 19/20
14. Clerks and Councils Direct
15. NCC - Norwich Western link - options consultation

11. To formalise and approve a policy document between the Parish Council and the Football Club on the system of use and operation of the Recreation Ground

The draft document was considered and amendments made. This would be re-circulated at the next meeting. Agenda

12. To formalise the documentation of the playing field for rental by DofE and other private users

The draft document was agreed and it would be forwarded to the Village Hall so that this could be utilised with their booking system going forward. EP

13. To Receive Reports from Councillors and items for January 2019 Agenda

Discussion took place regarding the Pig Farming and a document would be supplied to be placed onto the Council's website. EP

There had been an issue with dog fouling and the Clerk was asked to obtain a spray and stencil so it could be used to remind people of their duty to clear up after their dogs. Information to be placed into the Mardler. EP

A streetlight needed to be re-aligned. EP

A review of the frequency of council meetings. Agenda

**14. To Confirm the Date of the next meetings
Southrepps Ordinary Meeting 30th January 2019**

There being no further business the meeting concluded at 9.30pm.

SUE ARNOLD – NNDC APPENDIX 1

I imagine most of you will have heard there has been a change of Administration at NNDC with the Libdem Group working with the aIndependent Group now in control.

The application by Victory Housing was refused by the Development Committee on the grounds of over development and design but it is expected another application will be made.

The Tennis Hub and gym has go ahead and work should start very soon

The plans for the new Splash swimming pool at Sheringham are progressing well

The landscaping scheme at Bacton and on to Walcot has received the go ahead and work will commence next year. A car park will be created as the Scheme, a first for The UK, is expected to attract a lot of interest.

The Market Town Initiative has been well received with many innovative ideas being put forward. It is envisaged that monies will be released before Christmas.

Towns have had the choice of two parking charge free Saturdays before Christmas. N. Walsham 24th November and December 1st

Cromer and Sheringham 1st and 8th December

Once against the District's beaches have been awarded Blue flags, six in total, more than any other district plus the waters off the coast has been recognised by the government as officially "excellent"

Funding has been granted by the Government to NCC and NNDC for work with victims of domestic abuse and the children involved.

The car park for N Walsham train station will be opened on January 2nd. Charges will be £2.60 per day. Season Tickets available from NNDC