

HOPTON-ON-SEA PARISH COUNCIL

Minute of the Parish Council Meeting held on Monday 8 November 2021 commencing at 7.00pm at Hopton Village Hall, Station Road, Hopton-on-Sea.

Present: Parish Cllrs: Chris Ward (Chairman), Jan Windsor-Luck (Vice Chairman), Keith Bradley, Yvonne Bradley, Pamela Oakes, Jenny Spencer, Ruth Straughan, John Tonks. Also present: Julie McNair, Clerk to the Council. Three members of the public attended.

The Chairman pointed out housekeeping matters.

1. To consider apologies for absence and welcome new Cllr. Pamela Oakes.

Apologies received from Borough/Parish Cllr. Sue Hacon and County/Borough Cllr. Carl Annison. The Chairman welcomed new Cllr. Pamela Oakes.

2. To receive declarations of interest in respect of items on the agenda.

There were none.

3. Public Forum.

Items raised, in summary:

a) The plaque to commemorate our community's resilience in the year of the pandemic 2020-2021 has been received from The Lady Dannatt MBE, HM Lord-Lieutenant of Norfolk. The blue plaque will be fixed to the front wall of the Village Hall, on behalf of the community of Hopton. Details will be in the December edition of Village News.

b) Could there be a recycling centre in Gorleston? With more housing development in the area, a nearer recycling centre will be needed. There is usually a queue for the Caister depot. Councillors responded that there are recycling bins outside larger supermarkets and brown bins for garden waste can be purchased from GYBC. However, the Parish Council will make enquiries of GYBC. [See also item 10 below].

c) Solar panels on the roof of the Village Hall.

The Parish Council responded that this suggestion has been passed to the Trustees of the Village Hall Management Trust.

4. To confirm the Minute of the Parish Council meeting held 11 October 2021.

It was proposed by Cllr. Tonks and seconded by Cllr. Windsor-Luck to approve the Minute as read. This was agreed by majority vote.

5. To receive County and Borough Councillors' Reports.

Written report received from County/Borough Cllr. Annison. In summary, Cllr. Annison advised that McColls have replied to his e-mail regarding the condition of the uneven paving outside their shop on Station Road. McColls advise their maintenance team will visit the area to evaluate the condition, Hopefully, it will be rectified as soon as possible.

GYBC have picked up various dead animals from the A47 cycle/footpath and will carry out a litter pick along the footpath to Hopton from Links Road roundabout.

Cllr. Annison will continue to look at the entrance to the construction site in relation to mud on the Lowestoft Road, and report back where required.

6. To receive and consider the Clerk's reports:-

a) Correspondence. As circulated to all Cllrs.

b) Planning applications received:

06/21/0576/F Development: Variation of condition 2 of pp. 06/21/0003/F - (construction of detached house as approved 19.03.21) - change of design to include a side extension. Sidegate Cottages (land adj) Sidegate Road Hopton. No objection by the Planning Committee.

06/21/0826/F Proposed rear extension to extend amusement arcade. Change of use of existing clubhouse to storage in connection with the amusement arcade and provision of second adult gaming area at Stardust Amusement Arcade Warren Road. No objection by the Planning Committee.

06/21/0828/F Erection of detached agricultural building (grain store) at Farmhouse, Home Farm, Lowestoft Road NR31 9AN. Access is off Jay Lane (Suffolk) but the actual property comes in the Hopton boundary. No objection by the Planning Committee.

06/21/0885/F Conversion/alterations of existing agricultural buildings and land to create no.1 residential dwelling with garage and garden area. Sidegate Farm Sidegate Road Hopton. With the Planning Committee.

Permissions Granted by GYBC:-

06/20/0638/CD Development Lowestoft Road. Water storage condition complied with.

Planning Permissions Refused by GYBC: None

Other: Licence Application Unit 23b Hopton Timber Yard, Hall Road, Hopton.

Sale of alcohol (off the premises) from 8am to 11pm. The premise is to be used for the storage and distribution of alcohol. The applicant will offer a delivery service for online sales but there will be some access to the premises for customers that wish to click and collect. The opening hours of the premise for this purpose will be 9am to 5pm. A site visit took place. No objection by the Planning Committee.

c) Finance. To agree invoices for payment and bank reconciliation statement.

Nine cheques and two direct debits from the business current account totalling £3,399.28. It was proposed by Cllr. Spencer and seconded by Cllr. Y. Bradley to approve the list of payments and bank reconciliation statement. This was unanimously agreed.

7.a) To receive notes from the Policies & Finance Advisory Committee meeting held 28 October 2021.

It was proposed by Cllr. Windsor-Luck and seconded by Cllr. Tonks that the notes be accepted as read. This was unanimously agreed.

b) To consider the following recommendations by the Committee:

i) The budget sheets, as prepared by the Responsible Finance Officer, are accepted. No increase to the Precept year 2022/2023. However, the exact final figure will not be known until GYBC has calculated the council tax support grant element, which has a small effect on the Precept. This is outside the Parish Council's control.

Following a brief discussion, it was proposed by Cllr. Tonks and seconded by Cllr. K. Bradley to approve the budget sheets, and that no increase is made to the Precept for 2022/23. This is subject to any changes made by GYBC in relation to the council tax support grant which is outside the Parish Council's control. This was unanimously agreed.

ii) Cllrs. Hacon and Spencer join the Policies & Finance Advisory Committee to bring the number of members to five.

It was proposed by Cllr. Ward and seconded by Cllr. Tonks to add Cllrs. Hacon and Spencer to the Policies & Finance Advisory Committee. This was unanimously agreed.

(iii) The policies are accepted and approved as read, taking into account the few minor amendments made by the Clerk in relation to the Risk Assessment (Gov. guidelines re COVID), Financial Regulations (loan balances updated), Business Continuity Plan (added Vice-Chair details), Asset Register (updated). All other policies to remain as written.

It was proposed by Cllr. Windsor-Luck and seconded by Cllr. Spencer that the policies are accepted as read including the few minor amendments outlined above. This was unanimously agreed.

8. To receive updates and consider matters relating to the Recreation Ground and Pavilion Building:-

a) DynoRod has completed the work as per their quotation.

DynoRod have advised that further non urgent works are required and this will be on the December Agenda for discussion.

b) Anglia Heating update/quotation.

Nothing received from Anglia Heating despite reminders. An alternative heating company has now been contacted (GY Heating) and they will visit the site when their work schedule permits.

c) Works to the broken door frames, door stops, guttering etc.

This work will be carried out as soon as possible by Mend it Matt.

d) Quotation from GYB Services in the sum of £69.96 plus VAT to remove lower branches of tree nearest disabled toilet.

This work has already been carried out satisfactorily. It was proposed by Cllr. Ward and seconded by Cllr. Y. Bradley to retrospectively agree the quotation. This was unanimously agreed.

e) Glow in the dark plaques from Keep Britain Tidy are on order.

The plaques have been received. These will be fixed at various points around the Recreation Ground to remind dog walkers to pick up their dog's mess and bin it.

f) Application has been submitted to NCC for mini copse tree pack.

The Parish Council will be advised by 17 November whether the application has been successful.

g) To consider a quotation from King Ramps in relation to the skatepark.

At the last successful skatepark event, Mike King of King Ramps was approached in relation to the possibility of additional equipment on the skatepark. His quotation is for a 16ft wide x 5ft high ramp on the existing concrete base, and a "whale tail" ramp at £9,800 plus VAT for both. There is also a ledge/block that can be braced to the ground at £500 (half price). Much discussion took place. A village wide consultation would be needed to evaluate support for this idea, or other expenditure at this level. The zip line and all inclusive seating were installed only 18 months ago. Further quotations would also be required for comparison. Formal written consent of GYBC would be needed as the Recreation Ground is owned by GYBC and leased to the Parish Council. As there were mixed feelings between Councillors, it was proposed by Cllr. Tonks and seconded by Cllr. Oakes to review this again in six months. This was unanimously agreed.

h) To consider a quotation from King ramps for a skateboarding event Summer 2022.

The skatepark community event would consist of 3 x 20 minute shows from three top professional skateboard and BMX riders. Competitions, judged by the professionals with prizes across skateboard, BMX and scooter competitions which are open to all ages. Workshops are hosted by the professionals. All safety gear and skateboards provided for the event. The event is fun, well organised and structured. The event is aimed at promoting the use of skate parks, healthy lifestyle and provides great exercise. The cost for a full day would be £1,750 plus VAT. This could be scaled back with two professionals and less prizes to £1,200 plus VAT. Previous events in Hopton have been successful. The Parish Council could seek sponsorship to assist with the cost. It was proposed by Cllr. Ward and seconded by Cllr. Tonks to go ahead with the full day community event at £1,750 plus VAT, to be held on

an available Saturday in August (provisional date 20 August 2022). This was unanimously agreed.

9. To receive updates from previous Minutes:-

a) Separate metered electricity feed from the school to the Millennium Garden.

This has been agreed with the Diocese. The exact location is being discussed and a quotation is being obtained for the work. In order to avoid excavation works, the connection will likely be on the south side of the garden (on the north side of the school fence). Further information will be available shortly.

b) Request to NCC for temporary electricity supply from lamppost nearest Millennium Garden.

A request has been sent to Paul Sellick NCC Highways Engineer for Hopton and a response is awaited.

c) Monthly update from the Parish Cllr. representatives on the Village Hall Management Trust (VHMT).

Cllr. Windsor-Luck advised bookings have increased. The stones in the car park are becoming problematic and will be swept by volunteers after Christmas. It was agreed that the plaque (see public forum above) can be sited on the front wall of the Village Hall. The website support is not achieving its goals and will be cancelled. The Chairman of the VHMT will be laying a wreath at the remembrance service on 14 November at St. Margaret's Church. The doctor's surgery has not responded to e-mails and the VHMT will deliver a hard copy to them. The new heating has been installed and is working well. Cllr. Tonks advised the lights have been fixed outside the hall.

d) Commemorative QPJ mugs.

The mugs have been delivered and are being stored in the Village Hall.

10. To consider setting up a Climate Change Working Group or Sustainability Living Group to include residents.

Some other Parish Councils are doing this to raise further awareness of climate change. Any working group would need to include some residents.

Much debate took place regarding the types of changes individuals could make to lower carbon emissions. It was proposed by Cllr. Ward and seconded by Cllr. Oakes to include an article in Village News and on the residents Facebook page to evaluate responses to setting up a Working Group. If there is interest in forming a Working Group, the matter will be brought back on the Agenda for a subsequent meeting. This was unanimously agreed.

11. To consider an increase of £20 per month as advised by Blackwell Print to publish Village News magazine.

This increase is due to paper and printing costs. In view of item 10 above the Working Group could investigate whether Village News should continue, as 1500 copies are produced each month, with 12 pages per magazine. Some residents are not on social media and this would need to be taken into consideration. Following discussion, it was proposed by Cllr. Spencer and seconded by Cllr. Tonks to agree to the £20pm increased cost. This was unanimously agreed.

12. To consider replacing the locks on the three Parish Council noticeboards.

The manufacturer is no longer in business and the locks will need to be replaced with new alternative fixings. The Chairman advised he will try replacing one lock with an anti-corrosive padlock and revert to the Council next month. Further discussion took place and it

was proposed by Cllr. Ward and seconded by Cllr. Oakes to purchase 3 Asps, with a budget of up to £20. This was unanimously agreed.

13. To consider trimming the bushes in front of the Village Sign.

Following discussion, it was proposed by Cllr. Spencer and seconded by Cllr. Straughan to approach GYB Services in the first instance. If they are unable to assist, to obtain a quotation from another source. This was unanimously agreed.

14. To consider the purchase of an anti-bird device for the top of the Village Sign, when it has been repaired/re-painted.

Following discussion, it was proposed by Cllr. Ward and seconded by Cllr. Tonks to set a budget of up to £20 to purchase a device, once the sign has been repainted. This was unanimously agreed. A resident commented that he may have a suitable device, that is free.

15. To consider suggestions made by a resident to improve the safety/parking on Coast Road. Response from Paul Sellick, Highways Engineer to various questions raised by the Chairman.

The drawings provided by the resident have been forwarded to Paul Sellick, NCC Highways Engineer, for his comments, along with an invitation to visit Hopton so that this matter, and others, can be discussed in person. No response has as yet been received.

16. To consider a request from the Cutting Crew to make a yearly allocation of £500 to assist with their maintenance of St. Margaret's Churchyard Lowestoft Road.

It was proposed by Cllr. Ward and seconded by Cllr. K. Bradley that in accordance with clauses 4.11 and 4.12 of the Donations Policy, an automatic yearly allocation cannot be made. The Cutting Crew are however invited to submit an application for a donation at the start of the financial year in April 2022, and they can apply each financial year after that, should they wish, in compliance with the Donations Policy criteria. This was unanimously agreed.

17. Winners of the Children's Halloween Colouring Competition.

There were more than 40 colourful entries. Congratulations to Destiny (13), Dexter (8), Sienna (6), Poppy (3). All winners have received a £10 Tesco voucher. Thank you to everyone that took part and to Cllr. Hacon and her granddaughter for judging the competition.

18. To confirm the date and time of the next meeting of Hopton-on-Sea Parish Council. Monday 13 December 2021, 7.00pm at Hopton Village Hall. All residents welcome.

Confirmed.

The Chairman closed the meeting at 7.55pm.

Signed: Dated:.....

These Minutes are in draft format and unconfirmed until approved at the next Parish Council meeting. The Clerk to the Parish Council can be contacted in the following ways:- E-Mail hoptonparishclerk@hotmail.com Tel: 01502 730768 (message service).

Website: <http://hopton-on-sea-parish-council.norfolkparishes.gov.uk/>