

HOPTON-ON-SEA PARISH COUNCIL

Minute of the Parish Council Meeting held on Monday 12 February 2024 commencing at 7.30pm at Hopton Village Hall, Station Road, Hopton-on-Sea NR31 9BE.

Present: Parish Cllrs: Jan Windsor-Luck (Chairman), Sue Hacon (Vice-Chairman), Steve Ames, Yvonne Bradley, Keith Bradley, Kevin Lee, Pam Oakes, John Plaskett, John Tonks.
Also present: Julie McNair, Officer of the Council two members of the public.
The Chairman pointed out housekeeping matters.

1. To receive apologies for absence.

Received from County/Borough Cllr. Carl Annison.

2. To receive declarations of interest in respect of items on the agenda and consider any requests for dispensation.

Cllr. Oakes declared a financial interest in item 6.b) as one of the planning applications relates to her property.

3. Public Forum.

In summary:

a) Dog fouling is on the increase in the village. Could a meeting be arranged with the Environmental Health Officer GYBC to discuss what else can be done to raise awareness of the problem. Some discussion took place regarding the use of social media, leaflets, ring doorbell cameras, stickers etc. It was generally thought that a positive campaign setting out the medical consequences of not picking up dog mess, along with stickers etc could be beneficial.

b) The new pot grown Christmas tree has been planted in the Millennium Garden (supplied free of charge). The final section of strimming the pathway at Warren Road will be completed when the weather improves. The laurel bushes at the front of the Recreation Ground are now dormant.

4. To confirm the Minute of the Parish Council Meeting held 8 January 2024.

It was proposed by Cllr. Tonks and seconded by Cllr. Lee to confirm the Minute. This was unanimously agreed.

5. To receive County and Borough Councillors' Reports.

Cllr. Annison submitted a written report. The issue on the section of highway north of Lowestoft Road (small development of bungalows), remains a problem. Sections of the footpath are still incomplete and the highway verge is overgrown. Cllr. Annison has asked NCC and GYBC for a site meeting to sort the problems. He has also asked that the "hit squad" clear the footpath from Noel Close heading north.

6. To consider the Clerk's reports.

a) **Correspondence.** As listed and circulated.

b) **Planning applications.**

Cllr. Oakes declared a financial interest in one of the planning applications and left the room.
06/23/0904/HH 42A Station Road NR31 9BE Proposed two storey front extension.

06/23/0886/VCF Variation of conditions 2 and 8 of planning permission 06/21/0959/F erection of two-level boathouse on The Decoy, grounds of Hopton Manor. Revised plans and design of boathouse including balcony details.

06/23/0931/HH 2 Julian Way. Single storey side and rear extension with integral garage.

Extension of driveway. Alterations to brick boundary wall.

All the above, no objections by the Planning Committee.

Permissions Granted/Refused by GYBC. None.

Cllr. Oakes returned to the room.

c) Finance. To agree February 2024 invoices for payment and bank Reconciliation statement as at 31 January 2024.

Eight payments and two direct debits from the business current account totalling £6,689.14 plus two additional January payments totalling £1,509.81. It was proposed by Cllr. Oakes and seconded by Cllr. Plaskett to approve the list of payments and bank reconciliation statement. This was unanimously agreed.

7. To receive information and consider matters relating to the Millennium Garden/Ruin.

a) Work carried out by Abate Pest Management Services Ltd.

The scaffolding has been removed and work completed in accordance with their report and quotation.

b) Possibility of LED lighting around the Millennium Garden. Public consultation.

A discussion took place regarding the possibility of a permanent electricity supply to the Millennium Garden. Using a spur from an existing nearby NCC lamppost would be the cheapest option. Written consent would be required from the Church of England Commissioners and other matters would need to be considered including gate security should the Council decide to progress this idea. It was proposed by Cllr. Oakes and seconded by Cllr. Tonks to investigate whether it would be possible to have a permanent electricity supply and the cost involved. This was agreed by majority vote. Cllr. Lee is taking this forward and will report back to the Parish Council at a future meeting.

8. To receive information and consider matters relating to the Recreation Ground/Pavilion.

a) Survey report and quotation from Talking Elm Tree Services re Oak Trees east side.

The report has been circulated. One of the Oak trees requires work to reduce it by 1-2 metres and remove major deadwood. This tree is covered by a Tree Protection Order. In order to carry out the work prior to the start of the nesting season, it was proposed by Cllr. Windsor-Luck and seconded by Cllr. Lee to proceed with the quotation for tree works at £1,572. plus VAT. This includes the application to GYBC for consent.

b) Emergency repairs to stop leak south changing, back room.

The work has been carried out to the cistern which is no longer leaking. However, one of the taps in the ladies toilet is faulty. The matter is being looked at and repairs in hand on an emergency basis. Cllr. Windsor-Luck will report back at the next meeting.

c) Meeting with Hopton Harriers FCE re fire risk checklist.

Following a brief discussion, Cllr. Lee advised he is able to attend the Recreation Ground early Saturday morning to meet the manager of the football team and will report back to the Parish Council at a future meeting.

d) E-On Business Plan renewal.

The fixed business plan comes to an end on 20 March 2024. Following discussion, it was proposed by Cllr. Oakes and seconded by Cllr. Hacon to renew the business plan for a further twelve months. This was unanimously agreed.

e) Renewal of Lease update.

NP Law responded to Norton Peskett (the Parish Council's solicitors) regarding enquiries raised. The matter is progressing slowly.

f) Party in the Park 15 June 2024 – stall and advert.

Some discussion took place regarding the type of stall to be set up i.e. raffle, dog fouling stickers, stocks with a wet sponge.

With regard to an advert, it was generally felt that it would be more beneficial for local businesses to advertise first and should there be space left, the Parish Council would take an advert. No formal proposal/resolution.

9. To ratify Clerk's attendance at audit workshop organised by Norfolk Parish Training & Support on 24 January 2024 at a cost of £55 from the training budget.

It was proposed by Cllr. Hacon and seconded by Cllr. K. Bradley to ratify attendance and cost. This was unanimously agreed.

10. To receive information and consider matters relating to defibrillators.

a) Ratification of emergency payment to replace battery and pads on the defib at the Recreation Ground, external wall of the Pavilion Building. Defib is owned/maintained by the Parish Council.

The battery was just over 4 years old (lifespan of around 4 years) and the pads were due for replacement this month. It was proposed by Cllr. K. Bradley and seconded by Cllr. Oakes to ratify the emergency payment of £344 to replace the battery and pads. This was unanimously agreed.

Some discussion took place regarding the required monthly maintenance of the defib to ensure that it remains in good condition and ready for use. It was proposed by Cllr. K. Bradley and seconded by Cllr. Hacon to rotate the duty of maintenance amongst those Cllrs. who are willing and able to assist. This was agreed by majority vote. The Clerk will set up a rota and the matter will be on the monthly agenda by way of an update.

The manager of the Football Team has already been advised that drinks must never be left on top of the defib cabinet. An apex on the top or a notice needs to be installed to ensure the defib is not compromised.

b) Application by the Village Hall Management Trust (VHMT) for a financial donation to replace the battery and pads on the defib on the external wall of the Village Hall.

There are many defibs in the village. The Parish Council could not be expected to pay for all the batteries and pads to be replaced. Cllr. Ames proposed that the donation application from the VHMT is turned down so as not to set a precedent. The proposal was not seconded.

Following further discussion, it was proposed by Cllr. Hacon and seconded by Cllr. Lee that a donation of £344 be made to cover the cost of a replacement battery and new pads, on the basis that (i) the organisation is a registered charity, (ii) the village hall is well used by many groups in the village and (iii) the wiring is checked and approved by a qualified electrician. This was agreed by majority vote.

11. To receive information and consider matters relating to Village News magazine.

Following discussion, it was proposed by Cllr. Windsor-Luck and seconded by Cllr. Plaskett to refer this matter to the Policies & Finance Advisory Committee to carry out a financial review, consider outsourcing the magazine and other options. This was unanimously agreed.

12. To receive information regarding the felling of a Cedar tree Seaview Rise by NCC/GYBC, and planting a replacement tree winter 2024.

Following comments on the Facebook page, contact was made with GYBC to establish why the tree was cut down. This was due to the failure of one of the tree's main stems. The tree was assessed and deemed, that to avoid further failure and threat this causes, the remaining tree should be removed. NCC advise that a replacement tree will be planted winter 2024/25.

13. To receive information and consider annual renewal of Community Action Norfolk at £20pa.

Renewal paperwork has been circulated. In view of membership benefits, it was proposed by Cllr. Tonks and seconded by Cllr. Y. Bradley to renew at £20pa. This was agreed by majority vote.

14. To receive and consider updates from previous Minutes.

a) Progress of plans for the 80th anniversary of D. Day 6 June 2024.

The full report has been circulated. In summary, Ritson Lodge are happy to facilitate a 1940s style tea at 3.30pm. The afternoon will start with a talk about D. Day presented by a Parish Cllr. Twelve school children will be involved wearing 1940s style knitted tops, thanks to the Hopton Yarn Bombers. A lantern to be lit to commemorate the anniversary. A special assembly will be held at the school in the morning. It was proposed by Cllr. Oakes and seconded by Cllr. Plaskett to provide a budget of up to £200 to cover the cost. This was unanimously agreed.

b) To adopt the Biodiversity Policy.

The proposed policy and action plan has been circulated. It was proposed by Cllr. Plaskett and seconded by Cllr. Lee to adopt the policy and action plan and include in the annual view of policies. This was unanimously agreed.

c) New 20mph flashing speed signs Coast Road.

No update regarding installation.

d) S106 bid re play area St. Clair Court.

GYBC advise that there has been a delay in reviewing the bids and there will be a need to go through the Borough Council's Cabinet system. It is therefore likely that the outcome will not be known until around late Spring.

15. To confirm the date and time of the next meeting of Hopton-on-Sea Parish Council.

Confirmed. Monday 11 March 2024, 7.30pm in the Village Hall.

The meeting closed at approx. 8.50pm.

Signed

Dated

These Minutes are in draft format until approved at the next meeting. The Clerk to the Parish Council can be contacted in the following ways:- e-mail hoptonparishclerk@hotmail.com
Tel: 01502 730768 (message service in operation). Address: Office at the Village Hall
Station Road Hopton-on-Sea NR31 9BE. Office open
Mon, Tues, Thurs, Friday 9.30am to 1.00pm (flexible). Website: www.hopton-on-seapc.info