

HOPTON-ON-SEA PARISH COUNCIL

Minute of the Parish Council Meeting held on Monday 14 August 2023 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), Keith Bradley, Yvonne Bradley, Kevin Lee, John Plaskett, Jenny Spencer, John Tonks.

Also present: Julie McNair, Officer of the Council and two members of the public.

The Chairman pointed out housekeeping matters.

1. To receive apologies for absence.

Apologies received from County/Borough Cllr. Carl Annison and Borough Cllr. Paul Wells.

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

There were none.

3. Public Forum.

No comments.

4. To confirm the Minute of the Parish Council Meeting held 10 July 2023.

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

5. To receive County and Borough Councillors' Reports.

There were none.

6. To consider the Clerk's reports.

a) Correspondence. As listed and circulated.

b) Planning applications.

06/23/0074/HH Proposed erection of new detached garage; proposed two storey rear/side south facing extension, with balcony; proposed erection of front porch at White Mays Cliff Lane Hopton. Revised plans. Previously no objection, with a comment regarding the garage location.

06/23/0471/MM Prior approval for a proposed installation of a 22.5m monopole supporting 6no. antenna, reach maximum height of 23.14m and ancillary development at Hopton Holiday Village Warren Road Hopton. With the Planning Committee for consideration.

Three further planning applications – items 8 to 10 below.

Permissions Granted by GYBC. None.

Planning Permissions Refused by GYBC. None.

c) Finance. To agree July 2023 invoices for payment and bank reconciliation statement as at 31 July 2023.

Six payments and two direct debits from the business current account totalling £2,615.35.

Further three additional payments for July totalling £148.31. It was proposed by Cllr. Tonks and seconded by Cllr. K. Bradley to approve the list of payments and bank reconciliation statement. This was unanimously agreed.

7. To set a date for the Policies and Finance Advisory Committee meeting to consider information relating to RBS 35/95 day notice account and other options.

It was proposed by Cllr. Tonks and seconded by Cllr. Y. Bradley to set a date of Thursday 31 August 2023, 10.00am in the Village Hall. This was unanimously agreed.

8. Planning: 06/23/0220/F Re-development of existing ancillary pitch and putt golf course to provide for the installation of 110 bases for the siting of static caravans with associated landscaping, drainage and utility infrastructure access, car parking and lighting at Haven, Hopton Holiday Village, Warren Road. Feedback from the GYBC Development Control Committee meeting held 26 July 2023 at the Town Hall.

Parish Cllr. Windsor-Luck and B. Cllr. Annison attended the meeting to speak on behalf of the Parish. Representations were also made by holiday home owners. Feedback from the meeting has been circulated to all Parish Cllrs. Planning permission has been granted by GYBC.

9. Planning: 06/23/0378/F Potters Leisure Resort. No. 51 one bedroom plus associated works. Extension of time requested to 16 August 2023 for Parish Council comments. Feedback from site visit held 28 July 2023.

A site visit has been carried out, facilitated by Potters. A report has been circulated to all Cllrs. The meeting was opened up to the public and a resident raised several issues regarding the application including:-

Will access for the contractors be via Beach Road. Will the screening at the rear of the units extend to the road side or finish before the compound. The nearest private dwelling is only 5 metres from the boundary. Light pollution from the new pods. Many holidaymakers drive down Beach Road thinking it is a way into Potters, and that road is a single track, dead-end, making it difficult to exit safely. The preferred traffic route as outlined in the application is via Longfullans Lane which is not fit for purpose.

It was proposed by Cllr. Windsor-Luck and seconded by Cllr. Y. Bradley to respond to GYBC Planning with the comments as outlined above. This was unanimously agreed.

10.Planning: 06/23/0416/HH 14 Potters Drive. Single storey side extension. Standing Order 26 applies. Extension of time requested to 15 August 2023 for Parish Council comments.

A site visit has been carried out. Some discussion took place. The property is on a gradient and the extension will effectively be overlooking neighbouring gardens. There would be no privacy for neighbours who are lower on the slope. The planned extension is against the neighbour's boundary. If a new window opened, it would encroach on the neighbour's land. All windows should be frosted and non-opening.

It was proposed by Cllr. Windsor-Luck and seconded by Cllr. Plaskett to object to the application with comments included as above. This was unanimously agreed.

11.To consider details regarding Norfolk County Council's Parish Partnership Scheme.

Paperwork has previously been circulated. This is a 50/50 scheme i.e., 50% of funding must be met by the Parish Council. The closing date for bids is 8 December 2023.

Following some discussion regarding budgets, it was proposed by Cllr. Windsor-Luck and seconded by Cllr. Hacon not to apply for 50/50 funding this year, due to the Parish Council's budgetary constraints. This was unanimously agreed.

12.To appoint Cllr. Lee to the Policies & Finance Advisory Committee.

It was proposed by Cllr. Spencer and seconded by Cllr. Tonks to appoint Cllr. Lee to the Policies & Finance Advisory Committee. This was unanimously agreed.

13.To consider the final draft Great Yarmouth Wide Design Code Supplementary Planning Document (Regulation 12 Town & Country Planning (Local Planning) Regulations 2012). Consultation closes 15 September 2023.

All paperwork has been circulated. Any Cllr. comments should be submitted to the Clerk by 12 September 2023.

14.To consider training organised by Norfolk Parish Training & Support at The Costessey Centre Norwich.

a) New Councillor training course, two evenings 14 and 21 September 2023, or one full day 9 October 2023 at £52.00

Cllr. Lee would prefer the two evenings. It was proposed by Cllr. Hacon and seconded by Cllr. Spencer to approve the training session. This was unanimously agreed.

b) The Essential Update Seminar, full day 16 October 2023 at £54.00

It was proposed by Cllr. Spencer and seconded by Cllr. Lee to approve the training session, to be attended by the Clerk. This was unanimously agreed.

15.To consider matters relating to the Millennium Garden/Ruin.

a) Response from GY Preservation Trust.

Darren Barker, GY Preservation Trust (GYPT) has visited the site and has asked a structural engineer to view and provide comments. A report will follow when Darren has the opinion of the structural engineer.

16.To consider matters relating to the Recreation Ground/Pavilion.

a) Work carried out to Silver Birch tree west side, adjacent to Field View.

The work has been postponed until early September due to nesting birds.

b) Skateboarding, BMX, Scooter event Saturday 19 August 2023.

Essential repairs to the skatepark have been carried out. The event is free. Posters promoting the day have been displayed in various locations/businesses and leaflets have been given to the school. Cllrs. Hacon, Lee, Spencer, Tonks and Windsor-Luck will be attending at various times throughout the day.

c) Legionella test result.

A clear test certificate has been received.

d) Laurel bushes front of Recreation Ground.

Following discussion, it was proposed by Cllr. Tonks and seconded by Cllr. Spencer to accept the quotation of £390 from Greengrass Landscaping to clear the next 22ft of the land, supply and plant 14 Laurel bushes in October 2023. This was unanimously agreed.

Further discussion took place as to whether this new section should continue the left side, next to the existing bushes, or on the right-hand side of the entrance to the car park. Cllrs. will view the area and the exact location to be discussed and agreed at the September meeting.

e) Request to use the Recreation Ground for Party in the Park 2024.

A letter of thanks has been received from the Hopton Residents Events Committee for the Parish Council's support for the 2023 Party in the Park event.

The date for next year's event is Saturday 15 June 2024. Following a brief discussion, it was proposed by Cllr. Tonks and seconded by Cllr. Y. Bradley to agree the use of the recreation ground, car park and pavilion building on Saturday 15 June 2024 for Party in the Park. The cost of any electricity and water used on the day will be absorbed by the Parish Council. The Hopton Residents Events Committee to hold a completed event management plan, suitable

public liability insurance, the usual tidy up after the event and allocate a pitch for the Parish Council. This was unanimously agreed.

17. To receive updates from previous Minutes.

a) Project Bid status re Expenditure of Developer Contributions towards Open Space, upgrade of play area St. Clair Court and new round of GYBC Expenditure of Developer Contribution starting August 2023, finishing 7 November 2023.

The Parish Council's bid for funding has not been successful. The bid fits the criteria but more detailed information is now required by GYBC. The second round of funding is open and meetings have been arranged with play equipment suppliers in August and September 2023. Three quotes are required to be submitted with the new application, and GYBC would prefer that the Parish Council oversees the procurement and installation. To be realistic, £25,000 Section 106 money from developers (held by GYBC) will not buy and install a plethora of equipment, but it should at least replace what is there now.

It was proposed by Cllr. Plaskett and seconded by Cllr. Tonks to prepare a submission for the second round of funding. This was unanimously agreed.

Further progress will be reported at the September Parish Council meeting.

b) SNAP report.

This has been circulated. Accepted as read.

18. To consider an application for donation from The Cutting Crew.

All paperwork has previously been circulated to Cllrs. and the application has been acknowledged. Much discussion took place and it was proposed by Cllr. Hacon and seconded by Cllr. Y. Bradley to request further information in support of the application. The information to be requested: To provide substantiated accounts for the past two years. Why are two petrol mowers required. Has the Cutting Crew considered buying reconditioned equipment. Are the existing mowers and strimmers (or any other equipment owned by the Cutting Crew) used by The Norfolk & Suffolk Probation Service teams, and if so, how often. Does anyone else have use of the equipment. Where would replacement mowers be stored and what would happen to the ones no longer used. When was the equipment last serviced and is it serviced regularly. Cash donations cannot be made, therefore bank account details are required. The only alternative to this is that the Parish Council could consider purchasing a mower and permitting the Cutting Crew to use and maintain it, with ownership retained by the Parish Council. The proposal was agreed by majority vote (one abstention).

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

Monday 11 September 2023, 7.30pm in the Village Hall.

The meeting closed at 8.30pm.

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