

HOPTON-ON-SEA PARISH COUNCIL

Minute of the Parish Council Meeting held on Monday 12 January 2026 commencing at 7.30pm at Hopton Village Hall, Station Road, Hopton-on-Sea NR31 9BE.

Present: Parish Cllrs: Jan Windsor-Luck (Chairman), Keith Bradley, Yvonne Bradley, Kevin Lee, John Tonks, John Plaskett, Sue Hacon, Steve Ames. Also present: Anita Edelinski, Officer of the Council and no members of the public.
The Chairman pointed out housekeeping matters.

1. To receive apologies for absence.

Cllr. Pamela Oakes and Cllr. James Hubbard

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

3. Public Forum.

No public present.

4. To confirm the Minutes of the Parish Council Meeting 08 December 2025.

It was proposed by Cllr. John Plaaskett and seconded by Cllr Yvonne Bradley to approve the Minute. Majority vote

5. To confirm Minutes of the Polices and Finance Committee meeting held on 6 January 2026.

Recommendations of the minutes were discussed and it was proposed by Cllr John Plaskett and seconded by Cllr John Tonks to approve the Minute. Majority agreed.

6. To confirm Minutes of the Staffing Committee meeting held on 6 January 2026.

Recommendations from the minutes were discussed and it was proposed by Cllr. Jan Windsor-Luck and seconded by Cllr. Sue Hacon to approve the Minute. Majority agreed.

7. To receive County and Borough Councillors' Report

No reports.

8. To consider the Clerk's reports.

a) Correspondence. None.

b) Planning applications.

06/25/0781/TRE Goshawk Drive. Amendment to the recent planning application regarding works to trees protected by Tree Preservation Order (TPO No.9 2000) – T1 and T2 (Oak) – crown reduction by 2m. T1 to T4 (Oak)- sever ivy at base and deadwood removal. T5- (Oak)- deadwood removal crown reduction by 2m. T6(Oak)- sever ivy at base and deadwood removal and crown reduction by 2m. T7(Oak)- lift to 3m. T9 (Oak)- sever ivy at base and deadwood removal. No objections

06/25/0763/PIP Land at 41 Warren Road Seeking permission in principle for 1 no. self-building dwelling by way of subdivision of existing plot. 3 opposed, 1 no objections.

06/25/1016/TRE Wood View Hall Road. Works to trees protected by the Tree Preservation Order. Reduce and reshape select laterals branches overhanging driveway and growing towards dwelling by a maximum 2.5m. No objections.
REF:OWPC31208

06/25/0931/TRE Hopton Manor Works to trees protected by preservation order.

06/25/1043/O James Paget Hospital (1) Full planning permission for constructing of enabling works for the new JPH to include; site clearance, multi storey car park, surface level car park, tree accesses to Woodfarm Lane, temporary pedestrian path to existing hospital, drainage works and associated infrastructure and landscaping. (2) Outline planning permission for the demolition of existing hospital buildings and development of proposed new JPH along with auxiliary uses and buildings, hospital buildings, temporary construction compound, car parking, energy centre, electrical substation, replacement helipad, associated highway works, landscaping utilities and infrastructure. No objections

c) Finance. To agree the December 2025 invoices for payment and bank reconciliation statement as at 30 November 2025, the corrections were made.

It was proposed by Cllr. Sue Hacon and seconded by Cllr. Steve Ames to approve the amended list of payments and bank reconciliation statement. Unanimously agreed.

d) To agree the January 2026 invoices for payment and bank reconciliation statement as at 31 December 2025.

There was 4 on line payments and 1 DD from the business current account totalling £2,116.79. It was proposed by Cllr. Steve Ames and seconded by Cllr. John Tonks to approve the list of payments and bank reconciliation statement. Unanimously agreed.

9. Essex and Suffolk Water development update

The meeting was held in Lowestoft and attending were Cllr. Jan Windsor-Luck and Cllr. Kevin Lee. Several concerns were raised. The project will be developed mostly in Suffolk but it will have impact on Hopton and surrounding villages as well. The project is in early stages of development; timescale of 3-5 years was given. The site for the project will be decided middle of 2026 and there will be statutory consultation planned for the middle of 2027. It was proposed to reach out to the developers requesting better relay of the information about the progress of the project in the meantime. The main reason for the project is to address the water crisis that the area is facing.

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

a) Obtaining electricity for the Ruins update – to discuss two additional quotes from UK Power Networks and GIH Electricals

There were 2 quotes produced at the moment. One from the UK Power Networks, as the major contractor for the main infrastructure works to bring the electricity from the Watson Close. The quote is for £9,862 and is valid for 6 months. Second quote is from Batchelor Electricity and it is for the lighting, and CCTV, and spotlight in the Ruins for £12,120. The council is waiting for the second quote. It was proposed the Diocese to be contacted and informed about the project. Closer to the start date for the project the members of the public will be informed in more detail. It was proposed by Cllr. John Plaskett and seconded by Cllr. Steve Ames to approve both quotes subject to the second quote for the lighting, and CCTV, and the spotlight. Unanimously agreed.

b) Notice board in the Ruins

The Hopton Residents confirmed that they will not pass it to anyone else. It was proposed by Cllr. John Tonks and seconded by Cllr. Sue Hacon to confirm passing the notice board to Hopton Residents.

c) Increase the gardener's hours

After the consideration it was concluded to postpone this matter and consult with the current Gardner.

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

a) Defib monthly maintenance update.

Cllr. Jan Windsor-Luck has done monthly maintenance in December. Cllr. John Tonks due to do it in January.

b) Substitution of current bollards for the concrete ones was suggested as few of the bollards are damaged. Cllr Sue Hacon volunteered to pursue obtaining quotes for the concrete bollards and metal protectors on the Timber Bollards.

12. To receive and consider updates from previous Minutes.

a) Working Party- safety speeding in the village updates

No significant updates, still awaiting information from the Police.

b) Planning applications issue.

The matter from the previous Minutes regarding Planning applications going to the wrong parish council for approval was raised, as no response from Great Yarmouth Council was received. Borough Councillor Carl Anison offered to inquire. Hopton Parish Council will chase the correspondence as well.

13. To discuss the quote for the notice board.

It was proposed by Cllr. Steve Ames and seconded by Cllr. John Tonks to approve the quote from Greenbarnes Ltd. for £812.10 for the new notice board subject to clarifying what are aluminium posts, for the end fixing to notice board and do we need them.

14. To discuss the quote for the village sign.

It was proposed by Cllr. Steve Ames and seconded by Cllr. Jan Windsor-Luck to have the Village Sign removed but to leave the standard Welcome to Hopton sign. Majority agreed.

It was further discussed and it was proposed by Cllr. Keith Bradley and seconded by Cllr. John Plaskett to readdress the Village Sign instalment once the site is cleared. Majority agreed.

15. To discuss the quote for the Clear Councils insurance

It was proposed by Cllr. Kevin Lee and seconded by Cllr John Plaskett to approve the quote for the insurance, after detailed discussion. Unanimously agreed.

16. To discuss the outcome of the Finance committee meeting as per Minutes circulated to all Cllrs.

After detailed discussion it was recommended to propose the same amount of precept as last year as last year with increase of 5% to account for inflationary increase and additional expenditure, which totals to £46,716. It was proposed by Cllr. John Plaskett

and seconded by Cllr. Steve Ames to accept the recommendation. Unanimously agreed.

17. To discuss the recommendation of the Staffing committee as per Minutes circulated to all Cllrs.

The Parish Clerk was excused and left the meeting while the recommendation of the Staffing Committee was discussed. All Cllrs. agreed with the recommendations of the Staffing Committee.

18. To confirm the date and time of the next meeting of Hopton-on-Sea Parish Council. Monday 09 February 2026, 7.30pm in the Village Hall.

The meeting closed at approximately 21:31 pm.

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 8.30am to 1.10 pm (flexible). Website: www.hopton-on-seapc.info