

HOPTON-ON-SEA PARISH COUNCIL

Minute of the Parish Council Meeting held on Monday 11th May 2026 commencing at 7.30pm at Hopton Village Hall, Station Road, Hopton-on-sea NR31 9BE

Present: Parish Cllrs: Jan Windsor-Luck, Sue Hacon, Steve Ames, John Plasket, Keith Bradley, Yvonne Bradley, James Hubbard. Also present 6 members of the public.

1 To elect a Chairman

As the Clerk was absent Cllr Steve Ames took control of the meeting and proposed that Cllr Jan Windsor-Luck be re-elected as Chairman. This was accepted and unanimously agreed by all Councillors.

2 To Receive the Declaration of Acceptance of Office

This was signed.

3 To elect a Vice-Chairman

Cllr. Jan Windsor-Luck proposed that Cllr Sue Hacon be re-elected as Vice-Chairman. This was accepted and unanimously agreed by all Councillors

4 To Receive the Declaration of Acceptance of Office

This was signed

5 To receive apologies for absence.

Cllrs Kevin Lee, John Tonks and Pam Oakes

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

There were none

7 To consider the unavoidable absence of Cllr Pam Oakes

It was noted, with regret, that the council had not approved Cllr Pam Oakes' unavoidable absences at an earlier meeting. As 6 meetings have now been missed, she is automatically disqualified. Cllr Windsor-Luck will contact the Monitoring Officer regarding the vacancy.

8 To receive the Chairman's Annual Report

This was taken as 'read' as the report had already been circulated and will be published in the Village News

9 Public Forum

The litter outside of ASDA Petrol Station was mentioned and it was agreed that the Chairman would write to ASDA to see if they would be willing to litter-pick and tidy the area around their property.

10 To confirm the Minute of the Parish Council Meeting held on 13th April 2026

Proposed by Cllr John Plaskett and Seconded by Cllr James Hubbard. Majority in favour.

11 To receive Borough and County Councillor Reports
There were none.

12 To consider the Clerk's report

a) Correspondence

b) Planning Applications

These were deferred due to the Clerk's unavoidable absence

c) Finance: To agree May 2026 invoices for payment and bank reconciliation statement as at April 2026

This was Proposed by Cllr John Plaskett and seconded by Cllr James Hubbard. All were in favour

13 To consider and approve the Year end 31.03.26 Report and Accounts as follows:-

a) Section 1 Annual Governance Statement

b) Section 2 Accounting Statements

c) Year End Bank Reconciliation

d) Notice of Public Rights to Inspect

All of the above were deferred due to the unavoidable absence of the Parish Clerk

14 To agree Parish Council Meeting Dates for 2026/27

Unanimously agreed that these will continue as 2nd Monday of each month

15 To receive information and consider Councillor Training over the coming months

Nothing has been requested so far.

16 Update Aubergine website building

This is ongoing

17 To consider matters relating to the Millennium Garden

Update for electricity in the ruins

Cllr Jan Windsor-Luck advised that she has written to Great Yarmouth Borough Council with more information and requesting permission to install the electricity supply. She will chase them up and try to arrange a meeting. Cllr James Hubbard advised that he had spoken to the preferred contractor to update him. Cllr Steve Ames advised that a visual survey by a bat ecologist indicated there is no sign of bats roosting in the ruins.

18 To consider matters relating to the Recreation Ground/ Pavilion

a) To discuss acquiring the children's pads for the defib

It was noted that further enquiries needed to be made to ascertain whether the children's pads were noticeably discernible from the adult ones. Agreed to contact Julie Staff

b) Defib monthly maintenance update

Cllr John Plaskett confirmed that he had carried out the monthly maintenance and pointed out that the code was not in the box or the cleaning instructions. Cllrs Yvonne Bradley and Keith Bradley will undertake the next 2 months but a new rota needs drawing up.

c) Padel Court

Cllr John Plaskett had already distributed findings regarding feasibility of installing a Padel Court. Cllr Jan Windsor-Luck advised that she had written to Cllr Carl Annison concerning the possibility of directing funding for the upgrade of play areas towards a Padel Court. He has forwarded this to the Recreation Department. Cllr Steve Ames felt that we should try to get our Borough and County Councillors involved in the project. Cllr John Plaskett proposed that we move to the next stage and this was seconded by Cllr Jan Windsor-Luck. All were in favour.

Cllr Steve Ames also proposed that we write to former County Councillor Carl Annison to thank him for all of the work he has done on behalf of the Parish and also to Johnathon Wedon (his successor) to inform him of our concerns and invite him to attend future Parish Council Meetings.

19 To consider updates from previous Minutes

a) Working Party- safety/speeding in the Village

It was advised that things are progressing but a meeting place was required for training Cllr Steve Ames kindly volunteered the use of his premises and Cllr Jan Windsor-Luck said that she would forward details of availability of the Village Hall.

20 To confirm the date and time of the next meeting of Hopton-on-sea Parish Council as Monday 10th June 2026 at 7.30pm in the Village Hall

The meeting was closed at 8.14pm

The Annual Parish Meeting followed – separate minute.

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 1.00pm (flexible). Website: www.hopton-on-seapc.info