

HOPTON-ON-SEA PARISH COUNCIL

Minute of the Parish Council Meeting held on Monday 12 December 2022 commencing at 7.30pm at Hopton Village Hall, Station Road, Hopton-on-Sea NR31 9BE.

Present: Parish Cllrs: Jan Windsor-Luck (Vice Chair), Sue Hacon, Callum Smith, Ruth Straughan, John Tonks.

Also present: County/Borough Cllr. Carl Annison, Julie McNair, Officer of the Council and one member of the public.

The Vice-Chairman pointed out housekeeping matters.

1.To receive apologies for absence.

Apologies received from Parish Cllrs. Yvonne Bradley, Keith Bradley, Pamela Oakes, Jenny Spencer, Chris Ward (Chairman).

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.

In summary:

A member of the public made a number of comments on various topics, one of which did not relate to Parish Council business. i) The purchase of a commemorative bench for Queen Elizabeth 11 would be a waste of money.

ii) Some land in the village should be left to wildflower. iii) The payment made to the school to cover the cost of the Christmas lights on the tree is excessive. iv) The grit box at Hall Road it not used and should be moved near Misburgh Way.

In response, the Parish Council commented: i) A budget has been included in financial year 2023/4 for a commemorative bench. However, the Council has not resolved to purchase a bench at this stage. ii) No comment, but can be added to a future Agenda when the contract gardener is able to attend and provide his professional opinion. iii) The payment was an estimate agreed with the school and also covered some Xmas gifts for the children. iv) The grit bin at Hall Road is used. The Parish Council resolved at the 14 November 2022 meeting not to purchase any further grit bins. A list of bin locations was recently uploaded to the Residents Facebook page. The grit bins are for residents to use on the roads/junctions where they live.

4.To confirm the Minute of the Parish Council meeting held 14 November 2022.

It was proposed by Cllr. Tonks and seconded by Cllr. Smith to approve the Minute as read. This was unanimously agreed.

5.To receive County and Borough Councillors' Reports.

County/Borough Cllr. Annison advised that following contact by a resident, a new pathway has been installed 8/9 Coast Road. The third river crossing will be open mid May 2023.

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

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

b) **Planning applications received.**

06/22/0957/CU Retrospective permission for the change of use of dwellinghouse (C3) to House of Multiple occupation (C4) for 4-5 residents at 27C Station Road Hopton-On-Sea NR31 9BE. Following discussion, it was proposed by Cllr. Straughan and seconded by Cllr. Hacon not to object to the application. This was agreed by majority vote (one abstention).

06/22/0818/HH Proposed 2 storey side extension, porch extension and garage conversion. Construction of new detached garage at Farside Sidegate Road Hopton-on-sea NR31 9A.

06/22/0954/TRE G9 no. 2 1979 - T1 Oak - reduce large extended limb over neighbouring property of 'Tally Ho' up to 4m for safety concerns that the limb may fall on to the cattery at The Coach House Hopton Manor Hall Road Hopton-on-sea NR31 9AX.

06/22/0973/HH Proposed removal of rear conservatory and installation of single storey rear extension at 1 Lushers Meadow Way Hopton-on-Sea Great Yarmouth Norfolk NR31 9US.

06/22/0992/PDE Proposed prior approval - larger home extension: Single storey rear extension at 20 Pebble View Walk Hopton-on-sea Great Yarmouth Norfolk NR31 9SG.

Application No: 06/22/1013/HH Proposed removal of existing conservatory and replacement with single storey front and side extensions at 61 Links Road Gorleston Great Yarmouth NR31 6JX.

All the above, no objection by the Planning Committee.

06/22/1032/F Proposed erection of a Pool Enclosure to be placed over an Existing Outdoor Swimming Pool at Hopton Holiday Village Warren Road Hopton-on-Sea Great Yarmouth NR31 9BW. Under consideration by the Planning Committee.

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

Seven payments and two direct debits from the business current account totalling £2,754.41. It was proposed by Cllr. Smith and seconded by Cllr. Tonks to accept the Bank reconciliation statement and confirm the payments as listed. This was unanimously agreed.

7. To consider matters relating to the Recreation Ground.

a) **Progress of Lease.** The matter is on-going between Norton Peskett, on behalf of the Parish Council, and NPLaw.

b) **E-On – electricity costs.** A smart meter was installed early October 2022. At that point there was a debit on the account and the Parish Council's direct debit was increased to £150 per month. The actual cost of electricity for one month is around £32, plus standing charge and VAT brings it to £59 per month. The debit, currently £439 on the account, will be paid off over the coming six months, provided usage stays at its current level.

c) **Wave – check for potential water leak.** It is possible there is an underground leak. Wave has sent a guide to completing a leak and flow test and the football team will be carrying out the test soon.

d) **Request from Hopton-on-Sea Residents Events Committee to use the Recreation Ground/Pavilion Building on Saturday 15 July 2023 for “Picnic in the Park”.** We have received a copy of the public liability insurance for the event. Following a brief discussion, it was proposed by Cllr. Tonks and seconded by Cllr. Smith to permit use of the Recreation Ground, Pavilion Building and Car Park on 15 July 2023. The Parish Council will absorb the cost of electricity and water usage for the day. This was unanimously agreed.

8. To consider matters relating to the Millennium Garden.

a) **Quotation re survey of all trees.** The trees are surveyed for safety purposes every three/four years with a full written report. This is now due and a quotation from Talking Elm Tree Services has been received at £390 plus VAT. This is a similar cost to three years ago.

It was proposed by Cllr. Windsor-Luck and seconded by Cllr. Tonks to accept the quotation. This was unanimously agreed.

9. To receive updates/feedback from the previous Minutes.

a) Coastal path Hopton to Gorleston.

The new steps are in progress with the base down.

10. To receive written report from the SNAP meeting held 17 November 2022.

The report has been circulated. It was proposed by Cllr. Tonks and seconded by Cllr. Smith to accept the report as read. This was unanimously agreed.

11. To receive presentation slides from the GYBC Design Code Workshop held on 28 November 2022.

The slides have been circulated with a report from Cllrs. attending the workshop. It was proposed by Cllr. Windsor-Luck and seconded by Cllr. Hacon to accept the report as read. This was unanimously agreed.

12. To receive written report from the nominated representatives of the Village Hall Management Trust meeting held 7 December 2022.

A summary has been distributed. It was proposed by Cllr. Tonks and seconded by Cllr. Smith to accept the report as read. This was unanimously agreed.

13. To carry out the annual review of all Policies and Procedures.

All policies and procedures have been reviewed and a few updates have been made. It was proposed by Cllr. Windsor-Luck and seconded by Cllr. Hacon to make amendments to the Financial Regulations (clauses 18.7 and 19.4), the Risk Assessment, Training Policy and Business Continuity Plan. All other documents remain as written. This was unanimously agreed. The amended documents will be uploaded to the Parish Council's website in due course.

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

Confirmed Monday 9 January 2023, 7.30pm at Hopton Village Hall.

The meeting closed at 8.05pm.

Signed

Dated

Note: Parish Council Elections to be held on 4 May 2023, and additional Bank Holiday for the King's Coronation on Monday 8 May. The Annual Parish Council meeting will therefore be held on Monday 15 May 2023.

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 1.30pm (flexible).
Website: www.hopton-on-seapc.info