

HOPTON-ON-SEA PARISH COUNCIL

Minute of the Parish Council Meeting held on Monday 8 August 2022 commencing at 7.30pm at Hopton Village Hall, Station Road, Hopton-on-Sea NR31 9BE.

Present: Parish Cllrs: Chris Ward (Chairman), Keith Bradley, Yvonne Bradley, Ruth Straughan (from 8pm), John Tonks. Also present: County/Borough Cllr. Carl Anison, Julie McNair, Officer of the Council and two members of the public. The Chairman pointed out housekeeping matters.

1.To consider apologies for absence.

Received from Parish Cllrs. Sue Hacon, Pamela Oakes, Jenny Spencer and Jan Windsor-Luck (Vice Chairman).

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

Cllrs. Tonks and Ward declared a personal interest in item 11 as they are Trustees of the Village Hall Management Trust.

3.Public Forum.

No items were raised.

4.To confirm the Minute of the Parish Council meeting held 4 July 2022. It was proposed by Cllr. Tonks and seconded by Cllr. Y. Bradley to approve the Minute as read. This was unanimously agreed.

5.To receive County and Borough Councillors' Reports.

County/Borough Cllr. Anison advised that repairs to man hole covers at the far end of Julian Way will be carried out shortly, and the footpath at Rackham Close is also to be repaired. Cllr. Anison gave thanks to the fire services of Norfolk and Suffolk following field fires in Hopton. Anyone witnessing anti-social behaviour should contact Norfolk Constabulary either using 999 if the matter is happening at the time, or 101 / Norfolk Constabulary Website to report the matter after the incident has taken place.

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

a. Correspondence. As listed and circulated.

b. Planning applications received.

06/22/0555/VCF Proposed variation of conditions 2 and 6 of PP 06/21/1037/F - Condition 2 – Minor changes to design; Condition 6 - Remove condition (Floor Level) at 54 Warren Road. No objection by the Planning Committee.

c. Finance.

Eight payments and two direct debits from the business current account totalling £2,613.98. It was proposed by Cllr. K. Bradley and seconded by Cllr. Tonks to accept the Bank reconciliation statement and approve the payments as listed. This was unanimously agreed.

7.To receive updates and consider matters relating to the Recreation Ground and Pavilion Building:-

a. Electricity costs. A Smart Meter has recently been installed. The direct debit is currently £40.00 per month. With the increase in costs per unit, the Pavilion Building electricity is now approximately £100 per month. There is a debit on the account of £719.86. Income from the football team is £40.00 per month. Funds are to be transferred from the Asset budget for the Recreation Ground to the Electricity budget to cover the unprecedented increase in costs.

Following discussion it was proposed by Cllr. Ward and seconded by Cllr. K. Bradley to increase the direct debit to E-On to £150 per month from 1 September 2022. This was unanimously agreed.

Following further discussion, it was proposed by Cllr. Ward and seconded by Cllr. Tonks to increase the fee to the football team by £10 per month to £50 per month. This still gives the team unlimited use of the pitch and Pavilion Building. This was unanimously agreed. It would be helpful if the team's fridges could be turned off when not in use. The Chairman will contact the Manager of Hopton Harriers FC in this regard.

b. Repairs to toilet seat in the ladies. It was proposed by Cllr. Ward and seconded by Cllr. Y. Bradley to set a budget of £50 to purchase and fit a metal toilet seat. This was unanimously agreed. Chairman to progress.

c. Water pressure sinks in ladies facility. A local plumber will be contacted by the Clerk to see what can be done to turn down the pressure.

d. New man hole cover. This has been fitted by DynoRod as previously agreed. Thank you to C/B Cllr. Annison for the temporary loan of a metal plate.

e. Proposed new Lease. Instructions have been sent to Norton Peskett.

f. Skateboarding, BMX, Scooter event Saturday 20 August 2022 10am to 4pm Recreation Ground. This is a FREE event for young people.

Advertised on the front page of Village News, and inside. Also on the Residents Facebook page and Parish Council's website. Posters are in the noticeboards and on the Recreation Ground. It is hoped for a good attendance. All Councillors have been asked to attend for part of the day.

g. Repairs to skatepark. Defects were been reported to GYBC as a matter of urgency and all repairs have now been carried out.

h. GYBC Environmental Health/Norfolk Constabulary involvement relating to a particular dog and owner. Following a large number of complaints, the Parish Council has been advised that the owner has received another visit from Norfolk Constabulary and GYBC Environmental Health.

8.To receive updates/feedback from previous Minutes:-

a. New all in one printer. The Epson ET-2850 EcoTank printer has been installed and is functioning well. The required notice period has been given to NetBox Digital regarding the existing printer.

9.To consider a request to hold Carols around the Ruins/Millennium Garden and associated matters.

The Donation Request Form should be received from the Hopton Residents Events Committee ready for the September meeting. In the meantime, the following have been requested:-

a. To use the Ruins for the event, with a proposed date of 10 December 2022. It was proposed by Cllr. Ward and seconded by Cllr. Tonks to confirm the Millennium Garden can be used for the event on that date, provided all necessary legislation/regulations relating to public events is complied with. This was unanimously agreed.

b. To use the Parish Council's Public Liability Insurance. It is a requirement of the PLI that the Parish Council is the main organiser of any event to be covered. Parish Cllrs. would therefore need to be involved in the event organisation. As five Parish Cllrs. were absent from the meeting, it was proposed by Cllr. Ward and seconded by Cllr. K. Bradley to carry this item forward to the 12 September meeting. This was unanimously agreed.

c. To use the electricity supply from the external sockets on the side wall at the school.

A donation would be made to the school as agreed with the Headteacher and Diocese. It was proposed by Cllr. Tonks and seconded by Cllr. Y. Bradley to ask the school if the outside electricity could be used on 10 December. This was unanimously agreed.

10.To consider the NCC Parish Partnership Scheme and invitation to bid.

The Parish Council looked at this last year and it was agreed to hold off until the new homes on the Lowestoft Road development are occupied, and then investigate footfall numbers for a proposed safe crossing in that area. The bid is probably still too early as all homes need to be fully occupied in order to carry out a footfall assessment. It was proposed by Cllr. Ward and seconded by Cllr. Y. Bradley to re-visit this again next year. This was unanimously agreed.

11.To consider a letter from the Village Hall Management Trust regarding a rent increase for office use and associated facilities.

The letter has been circulated to all Cllrs. The rent increase is £10 per month effective 1 August 2022. It was proposed by Cllr. Ward and seconded by Cllr. Y. Bradley to agree to the rent increase which takes it to £120 per month. This was unanimously agreed.

12.To consider an increase in the cost of producing/printing Village News magazine and any alternatives.

Due to the cost of production, the increase is from £315 to £368 for 1500 copies each month. Income from adverts was never meant to cover the total cost of production, however, income last year was £3,760 which almost covered the production cost of £3,780. Advertising costs haven't been increased since 2018.

It was proposed by Cllr. Ward and seconded by Cllr. K. Bradley to agree to the increased production cost to £368 per month for 1500 copies. This was unanimously agreed.

It was further proposed by Cllr. Ward and seconded by Cllr. Y. Bradley to increase advertising costs by £3 per month for each size, for new advertisers and renewals. This was unanimously agreed.

It was further proposed by Cllr. Ward and seconded by Cllr. K. Bradley to introduce a new advertising rate for registered charities at £10 per small 9cm x 6cm mono advert, which is a discount of £7 on the regular charge. This was unanimously agreed.

13.To consider a request from Ritson Lodge to sponsor a planter or flower bed in the village, and an invitation to lunch to meet the team and residents.

The wheel barrow, and two tubs at the entrance to the village are currently sponsored by Hopton Pharmacy. Ritson Lodge have yet to let the Parish Council know which areas they would like to sponsor. It was proposed by Cllr. Ward and seconded by Cllr. K. Bradley that the following sponsorship fees be applied:

The Wishing Well on Lowestoft Road at £150 per annum (which equates to £12.50 pm). Triangular Planter at the junction of Anglian Way/Station Road at £150 per annum. Individual flower beds at the Millennium Garden at £150 per annum. The sponsor to supply a small plaque and the contract gardener will install it at no cost. The proposal was unanimously agreed.

If any business in the village or surrounding area would like to sponsor, please get in touch with the Parish Council.

Ritson Lodge has kindly invited Parish Cllrs. to meet the team and have lunch. Several Cllrs. would like to attend. It was proposed by Cllr. K. Bradley and seconded by Cllr, Tonks to accept the invitation. Date to be advised. This was unanimously agreed.

14.To consider correspondence from GYBC Property & Asset Management regarding play areas in the village.

Paperwork has previously been circulated to all Cllrs. A meeting took place on 2 August 2022 with representatives from GYBC and a report produced by the Clerk following that meeting. Some of the play equipment is coming to the end of its life span in two areas

Following discussion, it was proposed by Cllr. Tonks and seconded by Cllr. Straughan to agree in principle to the proposed re-design of the play area at St. Clare Court and agree to the replacement of some equipment in the Seafields Drive play area. This is subject to final discussion with GYBC and funding being available. The proposal was unanimously agreed. A request for a replacement bench at St. Clare Court play area will be made to GYBC.

15.To consider matters relating to the beach at Hopton.

a. The supply of litter pick sticks, bags and gloves to the various regular dog walkers who pick up litter left on the beach.

The dog walkers would prefer dog bags to pick up litter and some gloves. Dog bags will be made available for collection from the office. The Chairman thanked the regular litter pickers in the village.

b. Additional signage. The main problem is litter and BBQs left on the beach and/or between the rock groyne. There is already some signage, including “leave only your footprints”.

c. Organising a community litter pick on Hopton beach. With more volunteers, the village and beach could be litter picked on a more regular basis. Haven advise that they litter pick the beach on an ad hoc basis.

Following discussion, it was proposed by Cllr. Ward and seconded by Cllr. Y. Bradley to organise a village litter pick on Saturday 24 September commencing at 10am, meeting at the Pavilion Building, and a Hopton beach litter pick on Sunday 25 September, meeting at 2.30pm at the top of the ramp on Beach Road. This date/time fits in with low tide. The proposal was unanimously agreed.

The event will be advertised to the community in the hope that more people get involved in keeping Hopton a clean and safe environment.

16.To consider a recommendation from the Staffing Committee to fill a Parish Councillor vacancy by co-option.

Following an interview, the Staffing Committee made a recommendation to the full Council that the candidate be co-opted. It was proposed by Cllr. Ward and seconded by Cllr. Tonks that the candidate be co-opted as a Parish Councillor. This was unanimously agreed. The Candidate will be contacted and arrangements made for initial training and signing of paperwork.

17.To confirm the date and time of the next meeting of Hopton-on-Sea Parish Council. Monday 12 September 2022, 7.30pm at Hopton Village Hall. Confirmed.

The meeting closed at 8.15pm.

Signed

Dated

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 9BD. Office open Mon, Tues, Thurs, Friday 9.30am to 1.30pm (flexible).
Website: www.hopton-on-seapc.info