

HOPTON-ON-SEA PARISH COUNCIL

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

Present: Parish Cllrs: Chris Ward (Chairman), Jan Windsor-Luck (Vice Chairman), Keith Bradley, Yvonne Bradley, Pamela Oakes, Jenny Spencer, John Tonks. Also present: Julie McNair, Clerk to the Council. Two members of the public attended. The Chairman pointed out housekeeping matters.

1. To elect a Chairman.

It was proposed by Cllr. Windsor-Luck and seconded by Cllr. Spencer to appoint Cllr. Ward as Chairman. This was unanimously agreed.

2. To receive the Chairman's Declaration of Acceptance of office.

Cllr. Ward signed the form.

3. To elect a Vice-Chairman.

It was proposed by Cllr. Ward and seconded by Cllr. Oakes to appoint Cllr. Windsor-Luck as Vice-Chairman. This was unanimously agreed.

4. To receive the Vice-Chairman's Declaration of Acceptance of office.

Cllr. Windsor-Luck signed the form.

5. To consider apologies for absence.

Received from Cllr. Hacon.

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

Cllr. Oakes declared a personal interest in item 12.b) application 06/22/0213/HH as her property is in close proximity.

7. Public Forum.

Nothing raised.

8. To receive the Chairman's Annual Report 2021/22.

The report has previously been circulated. It was proposed by Cllr. Windsor-Luck and seconded by Cllr. K. Bradley to accept the report as submitted. This was unanimously agreed.

9. To confirm the Minute of the meeting held 11 April 2022.

It was proposed by Cllr. K. Bradley and seconded by Cllr. Windsor-Luck to approve the Minute as read. This was agreed by majority vote (one abstention).

10. To appoint an internal auditor for 2022/23.

It was proposed by Cllr. Ward and seconded by Cllr. Y. Bradley to appoint Mark Nicholl of Ashley Nicholl, Gorleston at a fee of £100. This was unanimously agreed.

11. To receive County and Borough Councillors' Reports.

There were none.

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

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

b) **Planning applications received.**

06/22/0229/HH Proposed single storey rear extension with flat roof at 8 Flowerday Close. No objection by the Planning Committee.

06/22/0225/HH Proposed detached garage to front; raise roof of existing rear side elevation; insert window to side extension and windows to front elevation; electric operated gates, new brick piers, wall and railings at 4 Cliff Lane Hopton. No objection by the Planning Committee.

06/22/0213/HH Proposed erection of four bay garage block at Hopton House Hall Road Hopton-on-sea NR31 9BB. With the Planning Committee for consideration.

c) **Finance.** Eleven payments and two direct debits from the business current account totalling £5,078.00. It was proposed by Cllr. Windsor-Luck and seconded by Cllr. Y. Bradley to accept the Bank reconciliation statement and approve the payments as listed. This was unanimously agreed.

13. To agree Parish Council meeting dates for 2022/23.

It was proposed by Cllr. Jenny and seconded by Cllr. Yvonne to agree the meeting dates as listed. This was agreed by majority vote (one abstention).

Dates for reference: 2022 – 13 June, 4 July, 8 August, 12 September, 10 October, 14 November, 12 December. 2023 – 9 January, 13 February, 13 March, 3 April, 9 May.

14. To consider a Notice of Public Exhibition re North Lowestoft Garden Village.

The leaflet was circulated to all residents in Hopton by Waveney DC/East Suffolk. The Parish Council has no comment to make.

15. To receive updates from previous Minutes:

a) External electricity socket from the School to the Millennium Garden.

The double socket has now been installed, free of charge by the Diocese. It has a safety covering. Cllr. Oakes will be obtaining a quotation for a 30M cable with waterproof plugs to spike into the ground. Safety matting/covering is also required.

b) Return of the refurbished Village Sign.

The sign is now back at the entrance to the village. The plastic spikes have now been installed on the top.

c) Queen's Platinum Jubilee Event Saturday 4 June 2022.

Potters Theatre Company are closing the event from 6 – 7pm. A Temporary Event Notice has been applied for. The schedule for marshals/volunteers has been circulated. All volunteers are wearing purple QPJ t-shirts on the day. Raffle prizes have been donated by various organisations for the main raffle which is being run by the Parish Council. The field layout has been circulated.

The Clerk is meeting with Ian and Carole Wall later this month to finalise all matters.

d) New website.

The new website is in progress.

e) Washing of two entrance gates.

Some Cllrs. have washed one of the two gates. UVPC liquid has now been purchased and both gates will be cleaned on Saturday 14 May at 10am.

16. To confirm the date and time of the next meeting of Hopton-on-Sea Parish Council. Monday 13 June 2022, 7.30pm at Hopton Village Hall.

Confirmed.

The Chairman closed the meeting at 7.55 pm. The Annual Parish Meeting followed.

Signed:

Dated:.....

These Minutes are in draft format and unconfirmed until approved at the next Parish Council meeting. The Clerk to the Parish Council can be contacted in the following ways:- E-Mail hoptonparishclerk@hotmail.com Tel: 01502 730768 (message service). Website: <http://hopton-on-sea-parish-council.norfolkparishes.gov.uk/>