

HOPTON-ON-SEA PARISH COUNCIL

Minute of the Parish Council Meeting held on Monday 14 March 2022 commencing at 7.30pm at Hopton Village Hall, Station Road, Hopton-on-Sea NR21 9BE.

Present: Parish Cllrs: Chris Ward (Chairman), Jan Windsor-Luck (Vice Chairman), Keith Bradley, Yvonne Bradley, Sue Hacon, Jenny Spencer, Ruth Straughan. Also present: County/Borough Cllr. Carl Annison. Julie McNair, Clerk to the Council. One member of the public attended. The Chairman pointed out housekeeping matters.

1. To consider apologies for absence.

Apologies received from Cllrs. Pamela Oakes and John Tonks.

2. To receive declarations of interest in respect of items on the agenda. None.

3. Public Forum. No items raised.

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

It was proposed by Cllr. Windsor-Luck and seconded by Cllr. Y. Bradley to approve the Minute as read. This was agreed.

5. To receive County and Borough Councillors' Reports.

Borough Cllr. Hacon advised that the matter concerning a property in Old Church Road is ongoing. An expression of thanks was given for organising the tree planting, with The Mayor of Great Yarmouth, on 11 March.

County/Borough Cllr. Annison advised more street lights are now working near the roundabout, however, Highways England are still trying to find the fault with some of the other lights. The street light near the bus stop as you come into the village off the roundabout has been repaired.

Many complaints have been received regarding the development north of Lowestoft Road. The Highways Inspector and Environmental Health Officer visited. The site is better than it was. However, there is now rubbish caught in the trees on the A47. County Cllr. Annison will continue to monitor to ensure the pathway/cyclepath is kept clear.

The development to the south of Lowestoft Road is clean and tidy.

Cllr. Annison advised it was a pleasure to attend the tree planting on 11 March with The Mayor and Mayoress in attendance, along with school pupils, Parish Cllrs. and some residents.

An event is being organised for The Mayor to provide a certificate to the school to thank pupils for their fundraising efforts to help Ukraine.

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

a) Correspondence. As circulated to all Cllrs.

b) Planning applications received:

06/22/0036/CU Proposed change of use to a dental practice at Franson Caravan Park Warren Road Hopton-On-Sea NR31 9BN No objection by the Planning Committee.

06/22/0040/HH Proposed single storey rear extension to provide attendant living accommodation for care assistance including rear dormer window and balcony to rear at 64 Links Road Hopton NR31 6JX. No objection by the Planning Committee.

Permissions Granted by GYBC:- None.

Planning Permissions Refused by GYBC: None

Other: The Norfolk County Council (Belton With Browston, C602 Browston Lane and Hopton-on-Sea, U61822 Dorking Road, U61824 Hall Road) (30 mph and 40mph Speed Limit) Order 2022

Comments received from Cllrs:- The 30 mph restriction should be included along the length of Sidegate Rd going North thus changing the National speed limit from 60mph to 30mph. Access from Hobland Rd, Oakland's Farm, access to mini power works and the sharp right hand bend all present hazards. Along with the increased number of walkers/pedestrians, cyclists, learner drivers and learner motor cyclists from the teaching facility at the Wood Yard. This is a hazardous area for cyclists and pedestrians. The expansion of the Wood Yard and the increased traffic and the potential for further vehicular activity.

Dorking Road (Suffolk) is so narrow that the maximum speed should be 30mph. Vehicles come along the road so fast including the bus, it is very dangerous when meeting face on traffic.

It was proposed by Cllr. Ward and seconded by Cllr. Windsor-Luck that the Parish Council is generally in favour of the Order as it reduces speed limits, however, the comments as discussed above will be submitted with a request that they be taken into consideration.

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

Twelve payments and three direct debits from the business current account totalling £4,951.29. It was proposed by Cllr. Y. Bradley and seconded by Cllr. Spencer to approve the list of payments and bank reconciliation statement. This was unanimously agreed.

d) Parish Precept 2022/23 confirmed.

The Parish Council's income from the Precept will remain the same for the coming financial year. However, the actual amount that each dwelling contributes has **reduced by 5.1%**. This is because the tax base in the village has increased so the amount each dwelling pays is less. Band D property was £29.74 per annum last year and will be £28.21 per annum this year. The tax base was 1013 last year and is now 1068.

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

a) Repairs to the hot water system by Anglia Boiler Maintenance Ltd.

A new water heater has been fitted and the system is working.

b) Repairs to guttering and door frames, including door stops by Mend It Matt.

The Clerk to enquire when the work is likely to be completed.

8. To receive updates from previous Minutes:-

a) Meeting with the Headteacher at Hopton CE Primary Academy.

The Clerk's report has been circulated following her meeting with Kellie Eggleton, Headteacher. In summary, the Parish Council has been invited to attend a special assembly on Monday 23 May at 2pm to present pupils and staff with Queen's Platinum Jubilee gift mugs that were purchased earlier this year.

Pupils will be dressing up for the occasion and Rev. Nigel Lacy will also be attending. Parking outside the school during drop-off and pick-up times. The school is aware of the on-going issues. They have an on-line platform that can be used to reach parents/carers to raise further awareness of the issue. Some teachers/staff will stand outside in the mornings to monitor the situation on an ad hoc basis. If anyone has a complaint about irresponsible parking, it should be addressed to Norfolk Constabulary.

The external electricity socket on the wall of the school is being fitted during the first week in April. The Parish Council can use the socket provided a request is sent to the school in advance, and a contribution is made to cover usage costs.

Various support funds were discussed and noted. The school has two major projects on the go, and any financial contribution from the Parish Council would be welcome. The Clerk advised Councillors that there is no legal power for the Parish Council to make a donation to a school, where another authority has responsibility for those costs. However, a donation could be made for new lunchtime play equipment for the early years outside play area. The Clerk will take this forward with the Headteacher, as per the Donations Policy.

b) Queen's Green Canopy. Planting of two Cherry Blossom Trees at the Millennium Garden on 11 March 2022.

His Worship, The Mayor of Great Yarmouth, Cllr. Adrian Thompson and Mayoress Jenny Thompson attended the event, together with Parish Councillors, Borough Councillors, 26 pupils and staff from Hopton CE Primary Academy and residents. The planting took place on the 70th day of the year, marking the 70th anniversary of The Queen's accession.

Thank you to Great Yarmouth in Bloom for donating the Cherry Blossom Trees and to everyone that attended.

It was proposed by Cllr. Ward and seconded by Cllr. Hacon that another plaque should be purchased for the second tree acknowledging the planting by The Mayor of GY. The cost would be £55 via Timpsons. This was unanimously agreed.

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

The Clerk has circulated a report covering the latest information. Carole and Ian Wall have advised that all pitches are full. Adverts for the souvenir brochure are coming in, along with payments to the Parish Council. 500 posters have been printed for distribution nearer the time. Ian and Carole have been busy with the events and setting out the brochure. Raffle prizes are being collected and held in the office. All donations welcome. The Parish Council's introduction for the brochure has been circulated.

It was proposed by Cllr. Windsor-Luck and seconded by Cllr. K. Bradley that the wording of the introduction is agreed. This was unanimously approved.

As the Parish Council is holding funds for the event, and money sometimes has to be paid swiftly, it was proposed by Cllr. Ward and seconded by Cllr. Hacon that the Clerk/Responsible Finance Officer be given delegated power to make payments from the QPJ fund as necessary. All payments will continue to be listed on the monthly sheet and retrospectively approved by the Council. This was unanimously agreed.

d) Great British Spring Clean Saturday 2 April 2022.

A reminder to meet at 10am at the Recreation Ground Lowestoft Road for this worthwhile community event. Details are in Village News magazine and will be uploaded to the Residents Facebook page nearer the time, and the school. Litter picks can be borrowed and rubbish sacks provided. Please wear suitable clothing for the weather.

e) To receive SNAP report.

Resident Zandra Ward gave a summary of the SNAP meeting held remotely on 3 March 2022. PC Christopher Gibbons and PC Natalie Simmonds will make it a red priority to be outside the school at drop-off/pick-up times to deal with any parking issues, and also to monitor parking around Seafields Drive which has become a nuisance.

9. To consider any questions to be raised at the Parish Liaison Meeting with GYBC on Monday 26 March at 6pm. No questions were raised.

10. To consider annual subscription renewals to Norfolk Parish Training & Support (£301.31), Norfolk Association of Local Councils (£469) and Community Action Norfolk (£20).

A brief report has been circulated by e-mail to all Councillors outlining the functions of these organisations, and a proposal from Mr Jackman regarding a new website.

Following discussion the following proposals were put forward by Cllr. Ward and seconded by Cllr. Spencer:

- a) To renew the annual subscriptions with Norfolk Parish Training & Support (NPTS) and Community Action Norfolk (CAN).
- b) Not to renew the annual subscription to Norfolk Association of Local Councils (NALC).
- c) As the NALC subscription includes the Norfolk Parishes website platform, to agree the proposal by Mr Jackman, Training and Website Development, outlining a new website using the Wix platform, training with the Clerk for half a day, accessibility compliance and one year support at a cost of £455. The annual cost of hosting thereafter via Wix would be £75. Proposals 10.a) to c) were unanimously agreed.

11. To consider a request to trim a tree on the Recreation Ground. The Tree is protected by a Tree Preservation Order.

As this tree has a Tree Preservation Order on it, the Parish Council is arranging for reports from Tree Surgeons and subsequent quotations. If works are required, the Council will need to make an application to GYBC Planning for the tree works to be carried out. The Tree Officer from GYBC would then visit the site and assess the situation before providing a report to GYBC Planning. At that point, a decision would be made by GYBC on the application and the Parish Council advised accordingly. This matter is on-going and will take several months to conclude. It was proposed by Cllr. Ward and seconded by Cllr. Straughan that when all reports and quotations are received this matter will be put back on the Agenda for discussion. This was unanimously agreed.

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of item 12 below. This was proposed by Cllr. Ward, seconded by Cllr. Windsor-Luck and unanimously agreed.

Any members of the public/press left the meeting.

12. To consider and approve the Clerk's annual pay increase, backdated to 1st April 2021, as per National Association of Local Council Pay Scale for 2021/22.

Following discussion, it was proposed by Cllr. Ward and seconded by Cllr. K. Bradley to agree the increase of one spinal column point, back dated to 1st April 2021. This was unanimously agreed.

13. To confirm the date and time of the next meeting of Hopton-on-Sea Parish Council. Monday 11 April 2022, 7.30pm at Hopton Village Hall.

Confirmed. All residents welcome.

Following a brief discussion, it was proposed by Cllr. Ward and seconded by Cllr. Hacon that the July meeting be moved to the first Monday i.e. 4 July 2022 at 7.30pm. This was unanimously agreed.

The Chairman closed the meeting at 8.20pm.

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/>