

## **HOPTON-ON-SEA PARISH COUNCIL**

Minute of the Parish Council Meeting held on Monday 10 January 2022 commencing at 7.00pm 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, Pamela Oakes, Jenny Spencer, Ruth Straughan, John Tonks. Also present: 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 County/Borough Cllr. Carl Annison.

### **2. To receive declarations of interest in respect of items on the agenda.**

Cllr. Straughan declared a financial interest in planning application 06/21/0998/F at item 6.b) below.

Cllr. Oakes declared a personal interest in planning application 06/21/0976/TRE at item 6.b) below as the trees in question are on neighbouring land to her own.

The Chairman declared a personal interest in item 16 as his wife is a volunteer at the Youth Club.

### **3. Public Forum.**

Items raised, in summary:

- a) Request for a “no cold calling” sign at the top of Misburgh Way. The resident was advised that a form can be obtained from NCC. The majority of residents in the road need to agree.
- b) The notice board on Coast Road is opaque and difficult to read. The board was cleaned at the end of last year and will be cleaned again shortly.
- c) The village sign has been removed for refurbishment. The spikes kindly donated by a resident are likely to be suitable for on top of the sign.

### **4. To confirm the Minute of the Parish Council meeting held 13 December 2021.**

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

### **5. To receive County and Borough Councillors’ Reports.**

County/Borough Cllr. Annison sent in a written report. Cllr. Annison has written to Paul Sellick, NCC Highways Engineer, asking him to contact the Parish Council. Reference item 15.a) below. Cllr. Annison has requested that Manor Gardens be cleared of pine needles. Borough Cllr. Hacon advised that there is an on-going matter at Old Church Road.

### **6. To receive and consider the Clerk’s reports:-**

**a) Correspondence.** As circulated to all Cllrs.

**b) Planning applications received:**

Cllr. Straughan declared a financial interest in application 06/21/0998/F, left the room and took no part in the discussion or voting.

06/21/0998/F Removal of existing conservatory and erection of full width single storey rear extension at 1 Seamans Cottages Sidegate Road Hopton. No objection by the Planning Committee.

06/21/0997/F Removal of existing porch extension and erection of a new full length side extension to elevation fronting Hopton Gardens at 1 Hopton Gardens. No objection by the Planning Committee.

Cllr. Oakes declared a personal interest in the following application in view of the proximity of the trees to her own property.

06/21/0976/TRE Proposed removal of 6 conifers - dead, dying & damaged at Hopton House Hall Road Hopton. Awaiting report from Graeme Watson, Tree Officer, GYBC.

06/21/1031/TRE Works to multiple trees - deadwood, crown raise, remove crosser and rubbers, remove over hanging branches on road side at 2 Misburgh Way. With the Planning Committee for consideration.

Cllr. Straughan returned to the room.

**Permissions Granted by GYBC:- None.**

**Planning Permissions Refused by GYBC:**

06/21/0885/F Sidegate Farm, Sidegate Road, Hopton. Conversion/alterations of existing agricultural buildings and land to create one residential dwelling with garage and garden area. Refused on various grounds including GYBC Local Plan Part 2 Policy H7 which requires works to adapt rural buildings or landscape value that have been demonstrated to be of permanent and substantial construction and capable of conversion without major or complete reconstruction or replacement.

**Other:** Planning Application DC/19/2949/COU re land adjoining Broadland Sands Holiday Park, Coast Road, Corton. The Parish Council submitted comments on 12 August 2019 relating to the use of Longfullans Lane as the applicants preferred route to the site.

A Planning Committee North, East Suffolk District Council meeting took place on 14 December 2021. The Chairman of Hopton Parish Council attended to emphasise that Longfullans Lane is not fit for purpose and an alternative route should be used by those driving to Broadland Sands. County Cllr. Carl Annison also sent in objections and asked for the hearing to be deferred. However, as Norfolk County Council, Highways, had no objections to the route, East Suffolk District Council gave planning permission to Broadland Sands. This is a real blow for Hopton as the amount of traffic going through the village will increase again, particularly during the summer months and school holidays. The only consolation is that two new passing places will be created on Longfullans Lane, within the next 3 years.

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

Nine payments and two direct debits from the business current account totalling £4,130.87. It was proposed by Cllr. Tonks and seconded by Cllr. Y. Bradley to approve the list of payments and bank reconciliation statement. This was unanimously agreed.

**7. To consider annual insurance renewal quotes.**

Quotations received from BHIB (existing insurers) at £1,087.12 pa and Zurich at £1,604.00 pa. Insurance is renewable 21 January 2022. It was proposed by Cllr. Ward and seconded by Cllr. Tonks to renew with existing insurers BHIB. This was unanimously agreed.

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

**a) Condition of the changing rooms.**

The guttering was leaking onto the defibrillator casing. This has been repaired. The football teams are using the changing rooms on a regular basis. Following discussion regarding the condition of the rooms, the football team will be asked to give all rooms a good clear up and clean to ensure health and safety, as per the hire agreement.

**b) Work carried out by DynoRod to the underground pipes at the Pavilion Building.**

The work has been carried out.

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

A date is awaited for repairs.

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

The guttering was looked at last week, as it was leaking onto the defibrillator housing. Other works will be carried out as soon as possible.

**9. To receive updates and consider matters relating to the Ruins, Millennium Garden.**

**a) Response from the Diocese regarding electricity supply from the school.**

Confirmation e-mail received that an external socket, installed on the external wall facing the Ruins, will be installed. This is free to use without charge, subject to notification to the school prior to each use for access. Some works are scheduled to be carried out to the school shortly and the installation will form part of those works.

**b) Purchase of external extra-long cable.**

Much discussion took place regarding this item in conjunction with item 9.c) below. Cllr. Tonks may be able to supply a suitable external cable free of charge depending on the type of external socket installed.

**c) Purchase of safety matting/cable protector.**

Cllr. Oakes may be able to supply a suitable length of cable protector.

It was proposed by Cllr. Ward and seconded by Cllr. Tonks to postpone items 9.b) and 9.c) until the external socket has been installed at the school. This was unanimously agreed.

**d) Gargoyle heads to be gifted to St. Margaret's Church.**

The Rev. Nigel Lacy has accepted the offer of the two gargoyle heads, which were originally found in the tower walls of the Ruins. The gargoyle heads are to be displayed in St. Margaret's Church Lowestoft Road. It was proposed by Cllr. Ward and seconded by Cllr. Hacon to gift the two gargoyle heads to St. Margaret's Church. This was unanimously agreed.

**10. To consider taking part in the Great British Spring Clean between 25 March and 10 April 2022.**

Following discussion it was proposed by Cllr. Spencer and seconded by Cllr. K. Bradley to organise a litter pick for Saturday 2 April 2022, meeting 10am at the Pavilion Building, Recreation Ground, Lowestoft Road. This was unanimously agreed. More information will be in Village News and on the Hopton Residents Facebook page near the time.

**11. To consider information relating to the office photocopier.**

The rental and service agreement for the Samsung copier expires this year. The copier is considered old and parts are no longer available. Netbox Digital have provided a couple of options, neither of which are ideal. It was proposed by Cllr. Tonks and seconded by Cllr. Hacon to investigate alternative options. This was unanimously agreed.

**12. To receive information regarding The Norfolk Household Support Fund.**

The Parish Council made two successful applications for vouchers on behalf of families in the village. It is understood that the Support Fund will be available again in the next few months.

**13.To receive information and consider planting a tree a part of the Queens Green Canopy on 11 March 2022, with plaque in commemoration of the Queens Platinum Jubilee.**

The National Association of Civic Officers has provided details regarding the Queens Green Canopy, to plant a tree on 11 March 2022, as a tribute to The Queen in the Jubilee year. Cllr. Hacon advised that a suitable tree could be purchased by GY In Bloom and donated to the Parish Council. A discussion took place regarding a location to plant the tree.

It was proposed by Cllr. Ward and seconded by Cllr. Windsor-Luck to plant a tree on or around the 11 March in the Millennium Garden, and to accept the kind gift of a tree from Great Yarmouth In Bloom. This was unanimously agreed.

It was further proposed by Cllr. Oakes and seconded by Cllr. Straughan to obtain a quotation for a plaque with engraving. "This tree has been planted by Hopton-on-Sea Parish Council in celebration of the Queens Green Canopy, as a tribute to The Queen in the Platinum Jubilee Year of 2022. The tree has been donated by Great Yarmouth in Bloom". This was unanimously agreed.

Note: Planting can only take place on land owned/maintained by the Parish Council.

**14.To receive further information regarding the Queen's Platinum Jubilee Community Celebration on 4 June 2022.**

An update was provided by the Clerk following her meeting with Carole and Ian Wall. Organisation is going well. BHIB has confirmed that the Parish Council's public liability insurance will cover the event. An Event Management Plan with Risk Assessment will be in place, along with a Temporary Event Notice. Quotations are being obtained from St. John Ambulance for first aid cover, and security. Various food outlets/beer tent providers are being contacted (they have their own licences). The event is predominantly music based, from 12 noon to 6pm with several acts already booked. There will be 10 craft and 5 charity stalls, with some children's entertainment. The theme is red, white and blue, and fancy dress will be encouraged! Funding is going well with £2,497 in the pot to date, with anticipated income from stall holders and fundraising events taking it to around £3,500. The Parish Council will hold all funds raised for the event, and pay out against invoices. An article will be in the February edition of Village News providing information and seeking further sponsors, volunteers and marshals on the day. It was proposed by Cllr. Ward and seconded by Cllr. Tonks that the Parish Council's insurance cover this event, and to hold fundraising money for organisation of the event. All invoices for payment must be in the name of the Parish Council. This was unanimously agreed.

**15.To receive updates from previous Minutes:-**

**a) Response from Paul Sellick, NCC Highways to the many outstanding matters?**

No response has been received. County/Borough Cllr. Annison has recently sent a letter to Mr Sellick asking him to contact the Parish Council.

**16.To consider a donation request from Hopton-on-Sea Youth Club.**

A donation request for £200 to purchase two PS4 controllers and art and craft materials has been received. Following discussion, it was proposed by Cllr. K. Bradley and seconded by Cllr. Oakes to agree to make a donation of £200 to the Youth Club to purchase the equipment. This was unanimously agreed.

**17.To consider a donation request from Norfolk Citizens Advice.**

Much discussion took place and various opinions put forward. It was proposed by Cllr. Hacon and seconded by Cllr. Y. Bradley not to make a donation at this time. This was agreed by majority vote (7 in favour, 2 abstentions).

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

Monday 14 February 2022, 7.00pm at Hopton Village Hall. All residents welcome. Meeting subject to Government safety guidelines at the time.

The Chairman closed the meeting at 7.55pm.

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](mailto:hoptonparishclerk@hotmail.com) Tel: 01502 730768 (message service).

Website: <http://hopton-on-sea-parish-council.norfolkparishes.gov.uk/>