

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

Minute of the Parish Council Meeting held on Monday 14 November 2022 commencing at 7.30pm at Hopton Village Hall, Station Road, Hopton-on-Sea NR31 9BE.

Present: Parish Cllrs: Jan Windsor-Luck (Vice Chair – Chairing the meeting), Keith Bradley, Yvonne Bradley, Pamela Oakes, Callum Smith, Ruth Straughan, John Tonks. Also present: County/Borough Cllr. Carl Annison, Julie McNair, Officer of the Council and two members of the public.

### **1.To receive apologies for absence.**

Apologies received from Parish Cllrs. Sue Hacon and Chris Ward.

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

Cllr. Oakes declared a financial interest in item 6.b) re Hopton Manor. Cllr. Smith declared a personal interest in item 6.b) re Gurney Close. Cllr. Tonks declared a personal interest in item 8.e).

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

The matter of a letter from GYBC to a resident regarding the cutting back of ivy was raised. The resident was directed to Borough Cllr. Annison and the matter will be discussed by them following closure of the meeting.

### **4.To confirm the Minute of the Parish Council meeting held 10 October 2022.**

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

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

County/Borough Cllr. Annison advised that the GYBC “hit squad” had cleared up the pine needles at the junction of Manor Gardens and Misburgh Way. The faulty street light Groomes Close/Anglian Way has now been repaired.

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

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

i) A resident mentioned that grass has overgrown the pathway fronting the Millennium Garden. The contract gardener has investigated by cutting back in several sections along the pathway and his report states that in most areas the grass has encroached over the pathway by only 1 inch, and in one or two places by up to 4 inches. This is not considered a significant encroachment at the present time.

ii) Round 4 of the Household Support Grant via Norfolk Community Funding is now available. [The Parish Council has now been advised that it is not eligible to apply for funding in this round.]

b) **Planning applications received.**

Cllr. Oakes declared a financial interest in the following planning application. Cllr. Oakes left the room and took no part in the discussion/voting.

06/22/0811/HH Proposed first floor extensions to existing dwelling and new double garage building with attic storage at Hopton Manor Hall Road Hopton-on-sea NR31 9BB. No objection.

06/22/0776/HH Proposed single storey extension to side and rear of dwelling to provide open plan kitchen/diner and study at 4 Gurney Close Hopton-on-sea NR31 9TZ. No objection.

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. Application is with the Planning Committee for consideration.

Cllr. Oakes returned to the meeting.

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

Eight payments and two direct debits from the business current account totalling £3,985.61 It was proposed by Cllr. Spencer and seconded by Cllr. Smith 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) **Wave water update.** As agreed, £960.29 has been paid (via cheque) to Wave, covering the debit on the account. A new direct debit of £75.00 per month has been agreed. However, this is subject to review in six months. The Clerk will contact Wave to ascertain if there is a possible underground leak.

**c) Laurel bushes front of Recreation Ground.**

The Laurel bushes were planted in October 2021. They are slowly spreading and it was suggested that another 22ft length be planted in October 2023, subject to a suitable quote. The matter will be raised again in the summer of 2023.

**8. To consider matters relating to the Millennium Garden.**

a) **Exact location of Christmas tree.** The suggested location was circulated to all Cllrs. The tree has now been planted. It will need watering regularly in dry weather conditions.

b) **Purchase of accessories including lighting and timer.** Following discussion it was proposed by Cllr. Tonks and seconded by Cllr. Smith to purchase suitable weather proof lights for the tree with a timer, setting a budget of £30.00. This was unanimously agreed. Cllr. Windsor-Luck to order.

c) **Dates for lighting up the tree, subject to school agreement and donation.** The lights will be on from 5<sup>th</sup> December 2022 to 5<sup>th</sup> January 2023 4pm to 6am. The school is seeking a financial contribution towards the cost of electricity of £210. Following discussion it was proposed by Cllr. K. Bradley and seconded by Cllr. Spencer to make a contribution of £210 towards the cost of electricity to the school. This was agreed by majority vote (one abstention).

**d) Commemorative bench Her Majesty Queen Elizabeth 11 update.**

David Ogilvie Engineering advise that if and when they produce a bench, the price guide will be between £1,100 and £1,600 plus VAT and delivery. This firm produced the two Remembrance Day benches (located at the Ruins and St. Margaret's Churchyard). The bench would sit comfortably between the two Queen's Platinum Jubilee trees at the Ruins. It was proposed by Cllr. Tonks and seconded by Cllr. Spencer to include £1,600 in the 2023/24 budget. This was unanimously agreed.

e) **Quotation from Willows Gardening.** Their quotation is £20 per hour (per gardener). The existing gardener's fee is £16.50 per hour, rising to £17.00 per hour from 1<sup>st</sup> January

2023. It was proposed by Cllr. Smith and seconded by Cllr. Straughan to remain with the current gardener. This was agreed by majority vote (one abstention).

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

**a) Coastal path Hopton to Gorleston.**

The Norfolk Ramblers Association advise that Norfolk County Council (NCC) has started on the new replacement steps.

**b) Halloween colouring competition.** Gifts have been distributed.

**10. To review winter salt/grit bins around the village.**

There are five bins located at the following junctions:-

**a) Seafields Drive with Lowestoft Road.**

**b) Hall Road with Lowestoft Road.**

**c) Noel Close with Lowestoft Road.**

**d) Warren Road with Coast Road/Station Road.**

**e) Seaview Rise with Coast Road.**

The GYBC lorry grits Station Road going into Coast Road then onto Corton.

The cost of a regular box via NCC is in the region of £110 plus VAT. The Parish Council makes the purchase and gifts the box to NCC to fill, in an approved location. Following discussion, it was proposed by Cllr. Oakes and seconded by Cllr. Y. Bradley not to purchase any additional grit bins. This was unanimously agreed.

**11. To consider GYBC consultation Public Space Protection Orders No. 2 relating to dog control.**

Paperwork has previously been circulated to all Cllrs. All enclosed play areas have a dog ban under the PSPO. It is strongly recommended that dogs are kept on leads on the Recreation Ground. The Millennium Garden is owned by the Parish Council and there are signs stating that dogs must be kept on a lead. No changes are to be made.

**12. To pass a resolution: 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 13 below.**

It was proposed by Cllr. Smith and seconded by Cllr. Oakes that the Resolution above is passed. This was unanimously agreed. The Resolution was duly passed.

Members of the public and press left the meeting.

**13. To receive notification of National Salary Award 2022/23, to be backdated from 1 April 2022.**

The Clerk provided details. The new National Salary Award has been approved, with effect from 1<sup>st</sup> April 2022, plus one additional days annual leave from 1<sup>st</sup> April 2023. It was proposed by Cllr. Oakes and seconded by Cllr. Tonks to confirm the National Salary Award and Spinal Column Point pay increase, backdated to 1<sup>st</sup> April 2022 and one extra days annual leave for next year. This was unanimously agreed.

**14. To receive recommendations from the Policies & Finance Advisory Committee (P & F AC) regarding precept/budgets for 2023/24.**

The P & F AC met last month and went through the proposed budgets for income and expenditure. Information regarding the tax base is awaited from GYBC and once this is to

hand the P & F AC will meet again. Their recommendations to full Council will be made at the December or January meeting.

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

Confirmed Monday 12 December 2022, 7.30pm at Hopton Village Hall.

Sausage rolls and light refreshments will be available free of charge to those attending.

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 meeting closed at 8.05pm.

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Signed

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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).  
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Mon, Tues, Thurs, Friday 9.30am to 1.30pm (flexible).  
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