

HOPTON-ON-SEA PARISH COUNCIL

Minute of the Parish Council Meeting held on Monday 9 October 2023 commencing at 7.30pm at Hopton Village Hall, Station Road, Hopton-on-Sea NR31 9BE.

Present: Parish Cllrs: Jan Windsor-Luck (Chairman), Sue Hacon (Vice-Chairman), Kevin Lee, Pam Oakes, John Plaskett, Jenny Spencer, John Tonks.

Also present: Julie McNair, Officer of the Council and two members of the public.

The Chairman pointed out housekeeping matters.

1. To receive apologies for absence.

Received from Parish Cllrs. Yvonne and Keith Bradley and County/Borough Cllr. Carl Annison.

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

Cllr. Oakes declared a pecuniary interest in a planning item under 6.b).

3. Public Forum.

In Summary:

a) The ongoing matter of Warren Road was clarified. It is Norfolk County Council's responsibility to take on maintenance of most of the bridleway. The matter is being progressed.

4. To confirm the Minute of the Parish Council Meeting held 11 September 2023.

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

5. To receive County and Borough Councillors' Reports.

County/Borough Cllr. Annison provided a brief written report. The street lights on Warren Road are now all working, although he has reported two more in the location since then.

6. To consider the Clerk's reports.

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

b) **Planning applications.**

06/23/0441/HH Retrospective conversion and replacement roof to conservatory incorporating a new balcony terrace to the first floor dormer window above at 98 Links Road Hopton-on-sea NR31 6JX. No objection by the Planning Committee, with a comment relating to one neighbour privacy.

06/22/1094/F Demolish existing fire damaged barn and erect a new outbuilding to be used as 3 no. storage units at Tollhouse Farm Land adjacent to Tollhouse Cottage Lowestoft Road Hopton on sea NR31 9AN. No objection by the Planning Committee.

06/23/0556/CU Proposed Change of Use of existing garden room to Beauty Salon and all associated works at Tally Ho Hall Road Hopton-on-Sea Great Yarmouth NR31 9AX. No objection by the Planning Committee.

06/23/0588/HH Proposed side & Rear Extensions, including new roof at Copperfield Sidegate Road Hopton-on-sea NR31 9AT. With Planning Committee for consideration.

Cllr. Oakes declared a pecuniary interest and left the room when the following item was discussed.

06/23/0501/HH Proposed construction of single storey day room and out-door pool at Hopton Manor Hall Road Hopton-on-sea NR31 9BB. With Planning Committee for consideration.

Cllr. Oakes returned to the room.

Permissions Granted by GYBC. None.

Planning Permissions Refused by GYBC. None.

c) Finance. To agree October 2023 invoices for payment and bank reconciliation statement as at 30 September 2023.

Nine payments and two direct debits from the business current account totalling £4,473.28. It was proposed by Cllr. Spencer and seconded by Cllr. Plaskett to approve the list of payments and bank reconciliation statement. This was unanimously agreed.

d) Review of RBS Notice Accounts.

The 35 day account has been opened and money deposited as previously agreed, maturing on Monday 23 October 2023.

The 95 day account required additional supporting forms and has now been opened. Money was transferred into the account as previously agreed, maturing Wednesday 9 January 2024. It was proposed by Cllr. Windsor-Luck and seconded by Cllr. Oakes to provide the Clerk/Responsible Finance Officer with delegated power to review the accounts, renew the 35/95 day deposits and transfer funds between accounts as appropriate. This was unanimously agreed.

7. To set a date and time for a Policies & Finance Advisory Committee meeting to discuss budget/precept for 2024/25.

Following a brief discussion, it was proposed by Cllr. Tonks and seconded by Cllr. Hacon to set a date of Thursday 2 November, 10am in the Village Hall. This was unanimously agreed.

8. To consider matters relating to the Millennium Garden/Ruin.

a) Report from GY Preservation Trust.

The report has been received and circulated to all Cllrs. An assessment and quotations to remove the pigeon poo from the base of the tower, and re-pointing various parts of the walls, are being obtained. The assessment will advise if there are any bat movements in the tower. This item carried forward to the November 2023 Agenda.

b) Replacement Christmas Tree.

Various options were put forward and discussed in full. It was proposed by Cllr. Hacon and seconded by Cllr. Spencer to source a 5/6ft pot grown tree. The cost of snow spray will also be investigated. This was agreed by majority vote. The contract gardener's offer to replace the existing tree free of charge is still available although the same problem may occur regarding the roots.

c) Possible projection of Christmas Tree onto the Ruin.

The required cabling and safety matting for the projector would be too far away from the electricity source.

d) Donation regarding cost of electricity.

The school has responded that £210 would be acceptable. It was proposed by Cllr. Windsor-Luck and seconded by Cllr. Tonks to make a donation towards the cost of Christmas lighting at £210. This was unanimously agreed.

e) Sponsorship of the boat.

The boat is available for sponsorship at £150 per year. A small advertising plaque can be installed in the boat. Other planters in the village are available for sponsorship at £50pa each.

9. To consider matters relating to the Recreation Ground/Pavilion.

a) Work carried out to Silver Birch tree west side, adjacent to Field View.

Work carried out by GY Services on 25 September 2023.

b) Request to remove brambles north side. Quotation of £51 (3 hours).

The request has been received from a resident where brambles are growing over the fence. A quotation of £51 has been received from the contract gardener to cut back brambles. It was proposed by Cllr. Tonks and seconded by Cllr. Spencer to approve the quotation and get the work done. This was unanimously agreed.

c) Advice from the gardener regarding the removal of one row of existing Laurel bushes.

The contract gardener has advised that as the laurel bushes were planted 2 years ago with established roots, to remove one row now could leave them vulnerable and a few may not survive re-planting. Other advice has also been received that provided the removal is carried out carefully to preserve roots, re-planting can be successful.

It was proposed by Cllr. Hacon and seconded by Cllr. Spencer to obtain a quote to remove one row of the existing laurels and re-plant further along heading north. This was unanimously agreed.

d) Two trees north side of Recreation Ground.

Work is due to be carried out on 10 October 2023 by GY Services as per their quotation agreed at the September 2023 meeting.

e) Wave bill March to September 2023 sewerage and water charges £1,087.09.

This is an estimated bill. An actual reading has been taken by Hopton Harriers and this has been submitted to Wave. The actual reading is less than the estimate.

The cistern in the south room, in the back cupboard, is slowly overflowing into the drain and needs attention. A quotation will be obtained to rectify the fault.

10. To receive updates from previous Minutes.

a) Expenditure of Developer Contributions towards Open Space. Quotations and draft Project Bid re St. Clare Court Playground.

A draft Project Bid has been circulated to all Cllrs. along with three quotations from play equipment suppliers. Copies were also displayed in the hall. All quotes include removal and disposal of existing multi play, supply and installation of new equipment and cost of independent post installation inspection.

i. Sutcliffe £24,989.41 new Fort Knight Multi Play and new replacement safety matting, new Denzel Dragon Springy, new D-Shackle single Roundabout, new flat seat and chains for existing swings.

ii. Wicksteed £22,567.60 Option 2 new Tarzan Jungle Multi Play and repairs to existing matting, new Whizzy Roundabout. Options 1 and 3 were also available to view.

iii. Creative Play £25,998.00 New Fitz Multi Play and new recycled rubber-bonded mulch surfacing over existing. New Timber Adventure Trail 6. New flat seat to existing swing. Following much discussion regarding the options, it was proposed by Cllr. Spencer and seconded by Cllr. Tonks that the preferred supplier quotation is Creative Play. This was agreed by majority vote. The second preferred choice is Wicksteed.

The Project Bid will be submitted to GYBC by the deadline of 7th November 2023. The outcome should be known by January 2024.

With regard to a new see-saw at the Recreation Ground, this can be included in the next round of bids.

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

Confirmed Monday 13 November 2023, 7.30pm in the Village Hall.

The meeting closed at approx. 8.15pm.

Signed

Dated

These Minutes are in draft format until approved at the next meeting.

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 9BE. Office open

Mon, Tues, Thurs, Friday 9.30am to 1.00pm (flexible). Website: www.hopton-on-seapc.info