

**MINUTES OF A HAPPISBURGH PARISH COUNCIL MEETING
HELD AT THE WENN EVANS CENTRE ON 9TH MARCH 2015 AT 7.30PM**

Present:

Cllr Glenn Berry (Chairman), Cllr David Mole, Cllr George Siely, Cllr Kirsty Ritchie, Cllr Thomas Love, Cllr Robert Fleming, Cllr Clive Stockton, Cllr Cubitt Siely

**Jo Beardshaw (Clerk)
17 members of the public**

1. **To consider apologies for absence.** None
2. **To receive Declarations of Interest on agenda items.** None
3. **To agree the minutes of the meetings of Happisburgh Parish Council held on 12TH January and matters arising** (for information only). The minutes were agreed.

4. Reports

4.1 The Chairman's report.

The Chairman noted that Kim Holt had been disqualified effective 9.03.15 for non-attendance at meetings. He also reported that sadly Jim Whiteside had decided to leave the village, which had implications for the Parish Council as he currently managed the website on behalf of the whole village, and incorporated Parish Council information. The Chairman explained that as the new transparency regulations come into force the Parish Council would need their own website. The **Clerk** would organise this and do the content management on the website. The Parish Council asked the **Clerk** to write to Jim Whiteside to thank him for his hard work and commitment.

The Chairman asked the Parish Council to consider committing £150 towards the application for brown signs in the village. The Council agreed that the **Clerk** could spend up to £1200 organising signs around the village (including the £150 for the application)

The Chairman noted that he had joined other Councillors to attend a workshop regarding the defence of the Bacton Gas terminal (and the nearby villages). The Parish Council was concerned that the Bacton defences could impact negatively on Happisburgh. **District Cllr Lee Walker** confirmed that she would be keeping a close eye on this. Malcolm Kerby noted that he was glad to see that the Environment Agency and NNDC were working more closely together now, but confirmed that the Parish Council needed to keep up the pressure on NNDC. The **Chairman** confirmed that he would attempt to do this by speaking in the first instance with Rob Goodliffe.

Clive Stockton confirmed that some years ago NNDC had commissioned a technical report which had been unambiguous in its findings that the continued defence of the Bacton Gas site impacted negatively on Happisburgh. He said that he felt that the Environment Agency and gas companies were leaving themselves open to legal challenge if works are carried out that is proved to disadvantage others. Malcolm Kerby agreed, saying that it is acknowledged generally that Bacton Gas degrades Happisburgh's coastline.

The Chairman also reported that there were currently speed checks being undertaken by the police in the village.

The Chairman thanked everyone who had been involved in the magic night in aid of the playspace. £818 had been donated on the night.

4.2 District and County Councillor reports:

District Councillor Lee Walker explained that the Caravan Park application had been appealed (see item 8.1)

County Councillor Eric Seward reported that it was likely that the village would have its application for a SAM2 mobile speed sign approved, as the officer's report had been published and Happisburgh had been recommended for approval. He confirmed that this needed to be ratified by a committee at NCC

Cty Cllr Seward also noted that the opening times of the NCC recycling centres in the area were being reviewed, but that in January 2015 the Department of Local Government and Community Affairs had looked into the charging of people to use recycling centres, and would be making the practice illegal

4.3 Police report.

The PCSO had been unable to attend the meeting, but had reported that since the previous meeting there had been seven crime reports from the area: 30th January – common assault, between 20th October and 19th January – 4 separate crimes recorded (all thefts) which are all linked to the same location. This is under investigation. 12th February – assault, 12th February to 17th February – burglary other than a dwelling: the Bowls Club had been broken into and a key stolen from within the building. Noted

4.4 Car Park report.

The Chairman noted that Jason Langford would be finishing at the end of April. The Council asked the **Clerk** to write to Jason with their thanks for his excellent work since the opening of the car park. The Chairman reported that interviews had been conducted prior to the Parish Council meeting and that someone had been recruited to take over from Jason

4.5 Pavilion and Playingfield report.

Kirsty Ritchie informed the Council that the Pavilion and Playingfield Trust had not held a meeting since the previous Parish Council meeting, but that they had £700 in the bank and that the Youth Football Club had won the league. Kirsty Ritchie also noted that she would be registering the playing field with the Carnegie Trust so that it is protected forever, and cannot be built on. It was noted that the Council would need to put out a tender for the strimming of the playing field. The Council **AGREED** that the **Clerk** could arrange for this tender to be advertised in the Parish Magazine and on the noticeboards

4.6 Allotments report

George Siely reported that he had taken all of the money for the allotments and that all the allotments were tenanted. Thomas Love congratulated George Siely on his hard work and enthusiasm over the years at the allotments. All Councillors agreed

4.7 Wenn Evans Centre report

David Mole explained that the kitchen had been awarded a 5 star hygiene rating by NNDC, and that all the electrical equipment had now been PAT tested. He noted that the key which had been stolen from the bowls club was the key to the toilet door. Although the lock had been changed there remained some issues. **Dave Mole** agreed to look into this further and discuss with Carol Palfrey. He went on to explain that he had received two quotes for having the hall redecorated and would be arranging a programme of decoration (when the hall would need to be closed for a week). He also noted that the Wenn Evans committee had reviewed their rates. The **Clerk** was asked to speak with the insurers to confirm that the Wenn Evans centre could be sub-let (ie for the indoor car boot sale)

4.8 Playspace report (by Rosemary Munday)

- *The fundraising show 'A Night of Mystery – featuring the Victorian Conjuror' (Chris North) was held in the Wenn Evans Centre on Friday 6th February and raised a fantastic £818.30. A huge thank you goes to Chris and also to all those who helped whether that was setting up, catering or moving equipment. The Atrium in North Walsham lent us their portable stage and a big thank-you to Cllr Mole who collected and returned this. NNDC lent us display boards. Local businesses and members of the community really supported the event donating 21 excellent raffle prizes, including £100 of shopping vouchers from Shell. The feedback was extremely positive and many people have commented that there was a real community feel to the event.*
- *A thank you letter and drawings by Edward and Annabel were sent to everyone who donated a raffle prize (with the exception of one where we didn't have a name) and also to the Atrium & NNDC. Chris at NNDC said it "made his day" and he shared them with the NNDC Communications Team.*
- *Our application to the Birketts Fund was successful and we have been awarded £1,000 toward the project. This money will be paid directly into the PC's bank account.*
- *The panel meets to consider our grant application to the Shelroy Charitable Trust Fund (potentially £5,000) on Wednesday (11.03.15), so we should know next week if we have been successful or not.*
- *Information to comply with the landscaping condition of the planning permission has been sent to NNDC and we can commence work once we have their agreement.*
- *The groundwork contractors have been emailed today to confirm their quotes are still valid.*
- *The Parish Council is asked to delegate authority to members of the sub-committee to allow orders to be placed for the groundworks, play equipment, trees and other items such as seating, in line with the grant applications made and the funds held. **AGREED***
- *Rosemary and Leonie had a thought with regard to a name for the play space, which coincidentally ties in with thoughts brought up for consideration at the Time and Tide Bell meeting held recently. Because there will be a large ship the Parish Council are asked to consider calling it 'The HMS Invincible Play Park'. HMS Invincible struck Hammond Knoll off of Happisburgh sands in 1801 and sank with the loss of some 400 lives. The play park could then incorporate an information board about this historic event and create a link with the churchyard and Time & Tide Bell (should the later proceed). **The Parish Council agreed that this was a suitable name***
- *A notice was placed in the village newsletter offering local residents the opportunity to contribute towards a tree or seat in the area in memory of a loved one. If anyone knows anyone who may be interested could they please pass the information on*

5. Adjourn the meeting for public session / comments on planning applications and any other matters (at 8.20pm)

Bryony Nierop-Reading noted that there was a lot of dog mess in and around the car park. The **Clerk** would report this to NNDC. She suggested that a notice could be put up asking that all dogs should be kept on a lead in the car park. The Council **AGREED** this.

Reconvene the meeting (8.30pm)

6. Agenda items

6.1. To discuss a 'grant awarding policy' framework. Subject to two minor alterations, this was **AGREED**

6.2. Car Park donations for 2015/2016. Happisburgh Coastwatch had applied for £3220. After discussion, it was **AGREED** that Councillors would visit the Coastwatch station

before discussing the donation. It was agreed that the meeting would take place on Sunday 22nd March at 11am with a view to Councillors making a recommendation to the next meeting. There was a general discussion about the lack of toilet facilities at Cart Gap throughout some parts of the year. The **Chairman** agreed to speak with Rob Goodliffe to ask for advice on how best this issue could be tackled

6.3. Parish Council donations for 2015/2016. Donations were agreed as follows:

	Mar-15
Donations	
Friends of HB lighthouse	100.00
Church newsletter	150.00
North Walsham Transport Ass	
HB Heritage Group	160.00
HB Cricket Club	500.00
CAB	200.00
Recreation and Playingfield Trust	
The Wenn Evans Comm Centre	
St Mary's Church	
NWACTA	100.00
St Mary's Churchyard	50.00
Norfolk and Suffolk 4 x 4 response	50.00
Happisburgh Fundraisers	25.00
Happisburgh Youth Football	450.00
Total	1785.00

- 6.4. New car park cleaner. The Chairman noted that interviews had taken place prior to the Parish Council meeting
- 6.5. Review of insurance schedule. The Clerk ran through the whole schedule and detailed all the items which were insured. Parish Councillors asked the **Clerk** to confirm with Zurich that all Councillors had public liability insurance. In addition, Thomas Love queried the rebuild value of the Wenn Evans Centre. Although it was index linked he was concerned that the valuation was too low. The **Chairman** agreed to speak with David Will to ask his advice
- 6.6. Rob Goodliffe (NNDC) request to amend the gate between the car park and the picnic area for mobile vehicles. Councillors did not wish to amend the gate as they were concerned that the beach would then have a problem with quad bikes again. The **Clerk** would advise Rob Goodliffe
- 6.7. Coastal Bell – for update / discussion. A member of the public explained the current status of the project. She noted that there was a village steering group and a 'Friends of the Bell' group. She asked the Parish Council for their support as she said that she felt this was a key factor to those involved. The Parish Council **AGREED** to support the initiative. The **Clerk** was asked to speak with the insurers regarding any possible insurance implications surrounding the bell.
- 6.8. Confirmation of clerk pension arrangements. The Council resolved under Regulation 4(3) of the Local Government Pension Scheme (Administration) Regulations 2008 that

Jo Beardshaw should be designated as being eligible for membership of the LGPS with effect from 1st April 2015

7. Financial Matters

The following cheques were authorised and signed:

- 7.1. PC Account. Chq no 600. SLCC membership. £51.50
- 7.2. PC Account. Chq no 601. Clerk salary and expenses. £505.39
- 7.3. PC Account. Chq no 602. Berryman. Glass collection service. £13.57 inc £2.26 VAT
- 7.4. PC Account. Chq no 603. The National Allotment Society. £66
- 7.5. PC Account. Chq no 604. Happisburgh Youth Football Club. £225
- 7.6. PC Account. Chq no 605. On behalf of: Happisburgh Youth Football Club (Pavilion and Playingfield Trust). £225
- 7.7. PC Account. Chq no 606. Dean Ellis. Strimming / trees. £200
- 7.8. PC Account. Chq no 607. RP Trivett. Work done at the Pavilion £104.29 (from donation)
- 7.9. PC Account. Chq no 608. RP Trivett. Work done at the Wenn Evans Centre. £14.42
- 7.10. PC Account. Chq no 609. (For posting April 1st). Zurich insurance. £1531.22
- 7.11. CP Account. Chq no 63. Jason Langford. March pay. £418.50
- 7.12. CP Account. Chq no 64. Jason Langford. April pay. £675. The Chairman noted that the peak season had started so Jason would be paid the higher rate in April (not as per the agenda figure)
- 7.13. CP Account. Chq no 65. Katharine Yuill. January / February pay. £95
- 7.14. CP Account. Chq no 66. Clerk 6-month salary. £500

8. Planning applications

- 8.1. NNDC. PF/14/0120 (appeal ref APP/Y/2620/A/14/2228049) Land South of North Walsham Road. Formation of caravan park to provide pitches for 134 static caravans, 60 touring caravans and camping area with office/warden accommodation and amenity building. An appeal against refusal has been received. Hearing to take place Tuesday 12th May at the NNDC offices. The Parish Council noted that this was the day following the next parish council meeting
- 8.2. NNDC. PF/15/0115. Anon, Bush Drive. Demolition of dwelling and erection of replacement dwelling. **No objection**

9. Planning decisions noted

none

10. Items for the Parish News

- 10.1. Parish Councillor advertisement
- 10.2. Tender for strimming around the playing field

11. Correspondence and Circulars for information and action

- 11.1. NNDC Estates and valuation. Permission to place a defibrillator on the toilet block. Noted
- 11.2. NNDC. John Mullen (Economics and Community Projects Manager). Letter in response to the PC letter requesting the Coast Hopper extension around the coast. The clerk read the letter, the contents of which disappointed the Council
- 11.3. NCC. Response regarding the new committee system of governance. The Council had not been aware of the new committee system of governance so had no response
- 11.4. Norfolk ALC. Request for any Councilors or future councilors who would like to undertake any introductory training to contact the Clerk. Robert Fleming confirmed that he would be interested in undertaking training
- 11.5. Mundesley and Bacton schools federation. Community engagement. The Council asked the Clerk to feed back that they had no response to the consultation

12. Any other business

10.11.2014 5

Initials.....

12.1. The Chairman noted that he was still in discussion with Clarenco regarding the purchase or lease of the land beside Beach Road. Thomas Love noted that a tenancy or lease would be acceptable as it could be as long as 99 years. Councilors agreed that £10,000 should be retained within ringfenced funds for the possible purchase of the land

12.2. Michael Trivett noted that the Cricket Club would like to put an all weather surface in place but would need funding to do so. The Council agreed that this item should be added to the next agenda, but the Chairman noted that the Council had historically found it difficult to put village funds into the cricket club as few (or none) of the members were from Happisburgh. The Council also highlighted that if a new all weather surface is put in place it should not be used for someone's private business. The **Chairman** said that he would discuss this further before the next Parish Council meeting

12.3. Robert Fleming (Link Governor with School) reported that the new classroom at the school would be finished at the end of May. He asked Councilors if there was anything that they wished him to feed back to the School. There was a general concern that the school is growing away from the community itself. Thomas Love explained that he felt concerned that the 'Hoppers' at the school would have an automatic right to go to the school as this would mean that more and more people from further away would be able to attend the school. The knock-on effect of this would be additional traffic chaos around the school. Robert Fleming confirmed that he would feed this back, together with the general concern regarding school parking

13. Date of next meeting – Monday 11th May 2015

The meeting closed at 9.35 pm

Initials.....