

**MINUTES OF MEETING OF HAPPISBURGH PARISH COUNCIL
HELD AT THE WENN EVANS CENTRE ON 16th January 2012 at 7.30pm**

Present:

**Cllr Glenn Berry, Cllr Bill Greeno, Cllr Thomas Love, Cllr Dave Mole,
Cllr Kirsty Ritchie, Cllr Cubitt Siely, Cllr George Siely & Cllr Clive Stockton
District Cllr Lee Walker, Cty Cllr Paul Morse
Sally Gill (Clerk)**

11 members of the public

1. Apologies for Absence.

Apologies for absence were received from Cllr Kim Holt, PCSO Dack and Malcolm Kerby.

2. Declarations of Interest on Agenda Items.

Dave Mole declared an Interest in Item 4.4, his daughter is on the Play Space committee. Thomas Love declared an Interest in the new Car Park.

3. Minutes of the Happisburgh Parish Council Meeting held on 7th November 2011

Glenn asked for an amendment at Item 4.4 to read Lighthouse Lane and an amendment at Item 8.2 to read Lighthouse Lane. The minutes of the meeting of Happisburgh Parish Council held on 7th November 2011, having been circulated, were taken as read, and subject to the amendments were **AGREED** and **APPROVED**. The minutes were signed by the Chairman.

Matters Arising from the Minutes as follows:

Cty Cllr Paul Morse has arranged for NCC to fund a feasibility study of the School car park with regard to an in/out facility.

4. Pathfinder

4.1 Glenn advised that CCAG has given £8,500.00 to NNDC for rocks to bolster the revetment at the back of the caravan park.

4.2 New Car Park Clive Stockton has looked at the lease for the car park and identified on permitted use that other sales should be included. The lease will be returned to Ian Coupe, NNDC Solicitor for amendment. When this is done it was **AGREED** that Glenn Berry and Clive Stockton should sign the lease. Part of the car park is now open with the toilet block and pay machines being on site by March. The Parish Councillors on the Pathfinder Liaison Group will continue with sorting out the contracts needed for the new car park ie the toilet block maintenance and pay machine banking and then bring the information to the next Parish Council for agreement and approval. After discussion it was **AGREED** to set up a Post Office bank account to take the car park revenue. The car park Group will identify appropriate tariffs and look at season ticket charges in line with NNDC charges and bring to the next Parish Council meeting for agreement and approval. It was suggested the name would be Happisburgh Community Car Park and a suitable Logo will be identified to use on signage. NNDC are going to reposition the dog bin on to the steps and place a new one on the car park and it was **AGREED** to the Parish Council taking on responsibility for emptying costs. The three seats on the old car park will be moved to Cart Gap and two on to the Playing Field. There will be new seats sited at the new car park. A "No Coach" sign will be erected at the entry to Beach Road and it was asked to include where coaches can park. There will be a meeting between NNDC and Natural England regarding the coastal path and a there

will be a permissive footpath from the car park to the Lighthouse from Easter to August whilst the Lighthouse is open.

District Cllr Lee Walker and Cty Cllr Paul Morse arrived at the meeting.

The offer of a kiosk has been made to the Parish Council for use as a community shop at the new car park. There was concern amongst Councillors on the costs to set up therefore it was **AGREED** to not pursue at the present time but reconsider at a later date when the car park is up and running.

4.3 Car Park Signage There will be Information boards sited at the car park entrance, bottom of the Lighthouse, on the steps to the beach and in the village. A further meeting on these boards is awaited with more details to be circulated after the meeting. NNDC will sort out the signage for the car park. Parking enforcement will be on an honesty basis. There was concern that some new fencing on Beach Road had narrowed the road, the owners had received planning permission and are currently in discussion with NCC Highways about the fence.

4.4 Play Space Committee Update Rosemary Munday gave a brief update on progress made by the committee. A consultation exercise had been carried out in December with information gathered from the public as to the type of play equipment they would like to see at the play area. The Parish Council have previously agreed in principal that the Play Space Committee can come under the Recreation Ground and Playing Field Trust. Glenn is in the process of consulting with Norfolk RCC who can see no problem with this but are awaiting confirmation from the Charity Commission that this is in order. There is a further Play Space meeting week commencing 23rd January to agree on the play equipment to buy and to progress the purchase. Glenn Berry, Dave Mole, George Siely and Kirsty Ritchie will attend. The Committee will soon require a letter of intent from the Parish Council in order to obtain funding.

It was noted there will be a Liaison Group meeting with Brian Farrow and Rob Goodliffe from NNDC on 19th January to look at various issues on the clifftop, including fly tipping, a large pot hole and heavy beach debris

5. **Report from County Councillor**

District Cllr Lee Walker gave a brief report as follows:

Sheila Oxtoby has been appointed the new Chief Executive of NNDC. Earlier in the evening Cllr Walker had attended Walcott Parish Council regarding the flooding.

Cty Cllr Paul Morse gave a report as follows:

School Parking. He has persuaded Norfolk County Council to fund a feasibility study regarding bringing the School car park into play - NPS will be looking into it.

Better Broadband Norfolk County Council has obtained a £15 million funding grant for faster broadband in Norfolk and has now gone out to tender. There is a campaign that everyone can sign up to "Say Yes to Better Broadband". This can be done on the NCC website or on forms available at local Libraries.

Drainage Paul Morse is trying to sort out a blocked culvert on Whimpwell Street which is causing drainage problems.

Kirsty Ritchie asked why bends are being gritted but not the roads leading in/out of the bends. Paul will look into this.

6. **Police**

6.1 Crime Report

Since the last meeting the following crimes have been reported from the Happisburgh area:

1st November – Theft of money from a dwelling

12th-13th November – Criminal damage to a motor vehicle - window smashed

29th – 30th November – Criminal damage to a motor vehicle - paintwork scratched

26th–30th November – Theft from an “Honesty Stall” – the offender has been located and dealt with

10th-11th December Criminal damage to fence posts - fences ripped out allowing horses to escape – the horses were later retrieved

Policing Priorities for December 2011:

Criminal damage in Happisburgh

Criminal damage to vehicles Moor Rd, Neville Rd and car park

Anti social behavior around Horning village hall

6.2 Other Police Business

A Police Surgery was held on Friday 13th January with only 1 member of public in attendance. It was felt that Police Surgeries need more publicity.

7. Public Participation

It was **RESOLVED** to close the meeting for public participation.

Six members of the Public spoke as follows:

1. Can Police Surgeries be noted in the Parish newsletter, concern that a resident is being asked to remove items from his property on Beach Road, the best place for a dog bin on the car park is at the end of the footpath and it is a shame to defer considering the kiosk that is on offer.
2. With the RNLI leaving it is a pity not to have the kiosk to inform people of the history of Happisburgh – the Chairman gave a reminder that four information boards are to be sited.
3. It was asked how much money the Parish Council has in reserves and could this not be used to fund the kiosk. Also is the site yet known for the proposed housing to replace the Beach Road properties – the Chairman advised the money in reserve although some is earmarked and that NNDC have not yet advised on the proposed housing site.
4. At the meeting with NNDC on the clifftop could it be asked to look at realigning the metal steps.
5. What has happened about noticeboards for the Village? The Chairman advised there will be a noticeboard at the new car park and other sites are being identified in the village – this will be an agenda item at the next meeting.
6. It was asked if there would be a height barrier at the car park to prevent people staying overnight? The Chairman advised that the car park would be locked and there would be signage on time restrictions.

The meeting re-convened.

Seven members of the public left the meeting.

8. Financial Matters.

- 8.1 Glenn advised that the bank mandate change has been amended and the three bank signatories are now Glenn Berry, Clive Stockton and George Siely.
- 8.2 Diana Wrightson has been approached about carrying out the Internal Audit at the end of the financial year. She has written to the Council to inform that she will carry out the Audit.
- 8.3 Bank balances were noted.
- 8.4 The following cheques were **AGREED** and signed:

Clerks Pay & Exp: Dec/Jan	£280.16
HMRC Tax on Clerks pay	£60.04
NNDC May uncontested Election	£88.16
Total Payments: £ 428.36	

8.5 The Precept donations for 2012 were **AGREED** as follows:

Citizens Advice Bureau - £200

St Marys Church (Newsletter) - £100

Friends of Happisburgh Lighthouse - £100

Happisburgh Heritage Group (Insurance) - £100

Nth Walsham Area Transport - £100

Happisburgh Cricket Club (Grass Cutting) - £400

£2,000 has been set aside in ear marked reserves for the Play Space

Committee, this will be donated when the letter of Intent has been issued

Thomas Love will find out if the Happisburgh Heritage insurance can come under the Pathfinder.

8.6 There were no other financial matters.

Cty Cllr Paul Morse & Dst Cllr Lee Walker left the meeting.

9. Pavilion and Playingfield

Mike advised that there would be two fundraising events coming up with quiz nights on 24th February and 20th April. The Bowls Club were going to proceed with a veranda awning. Mike thanked Thomas Love for cutting back the bank and George Siely for trimming the trees.

10. Allotments

A tenant who had been asked to vacate his plot had written a letter of appeal. Pictures of the allotment were circulated and it was **AGREED** to uphold the decision to terminate the tenancy and for the tenant to vacate the plot within one month. The Clerk will write to inform. A monitoring letter will be sent to another tenant. Both letters will be sent by recorded delivery.

2 members of the public left the meeting.

11. Wenn Evans

The bottle banks are difficult to wheel on soft ground therefore it was **AGREED** to move them to a hard standing surface at the Wenn Evans with signage to show the new site. Dave advised that fees for hire had been slightly increased, £1 per hour, and this is the first increase since 2008.

12. Planning

12.1 Planning Applications

To consider planning applications and agree action:

DP/11/1388 Prior notification to demolish 2 brick and tile buildings, RNLI Lifeboat House, Beach Road for NNDC. Parish Council supports the application.

LE/11/1387 Demolition of 2 redundant brick and tile buildings, RNLI Lifeboat House, Beach Road for NNDC. Parish Council supports the application.

PF/11/1439 Removal of caravan and erection of detached single storey annexe at Greentiles, Bush Drive, Bush Estate for Mr C Rice. Parish Council has no objections to the application.

12.2 Planning Decisions

PF/11/1140 Permission for erection of rear extension at 3 The Paddock, Lighthouse Lane

PF/11/0782 Permission for removal of condition 4 of planning permission ref: 05/0489 to permit permanent residential occupancy at Yeomans Barn, Grubb Street

PF/11/1085 Permission for variation of condition 6 of permission ref: 95/1009 to permit permanent residential occupation at Barrons Lodge Cottage, Grubb Street

PF/11/1262 Permission for installation of photovoltaic panels at Church Rooms, The Street for St Marys Church PCC

LE/11/1387 Consent for demolition of 2 redundant brick and tile buildings, RNLI Lifeboat House, Beach Road

12.3 Receipt was noted of CPRE booklet on Planning which includes guidance on the new Neighbourhood Plans.

12.4 There were no other planning matters.

13. Queens Diamond Jubilee

A brief discussion took place mainly recalling past celebration events. Councillors will consider ideas to bring to the next meeting for discussion.

14. Correspondence and Circulars

14.1 To receive correspondence and agree action:

1. Receipt of email from a Member of the Public regarding suggestions on the running of the Parish Council was discussed but it was **AGREED** not to implement the suggestions.
2. Receipt of email from NCC regarding Public Rights of Way Service was noted.
3. Receipt of letter from NNDC regarding Fuel Poverty Initiative was noted.
4. Receipt of the Playingfield Autumn newsletter was noted.
5. Receipt of Gritting Routes booklet from NCC was noted.
6. Receipt of December Signpost newsletter was noted.
7. Receipt of Norfolk Link news sheet was noted.
8. The Clerk has sent a letter of resignation (health) to the Council. An advert for the vacancy has been placed on the NALC website. To date four applications have been received. Interviews are to be arranged with the Interview panel being, Glenn Berry, Dave Mole and George Siely.

14.2 To note correspondence received since 9th January 2012.

1. Receipt was noted of the January edition of Clerks & Councils Direct magazine.

15. Date of next meeting – Parish Meeting 7.30pm on Monday 12th March followed by the Parish Council Meeting.

There being no further business the meeting closed at 9.30pm.

Signed.....Date.....