

SOMERTON PARISH COUNCIL
DRAFT Parish Council Meeting held on 3 July 2018

DRAFT Minutes of the Parish Council meeting held on Tuesday 3 July 2018 in the Village Hall, Somerton commencing at 7.30pm

PRESENT

PCllr Starling (Chairman), PCllr Barker, PCllr Crane & PCllr Jones, 1 member of the public and S Weymouth as PClerk.

1. To consider apologies for absence

NCCllr Hanton at another meeting
BCllrs Bensly & Galer another commitment
PCllr Van de Baulk another commitment
PCllr Cliff another commitment
PCllr Grayling ill & unable to attend.

2. Declaration of interest in items on the Agenda

PCllr Barker personal interest as PC representative on the Staithe & Boat Dyke Charity Agenda 20
PCllr Barker as PC representatives on the Broads Forum Agenda 7 a likewise PCllr Starling also attends Broads Forum meetings but representing Broads Reed & Sedge Cutters Association (Brasca).
PCllr Jones Agenda 20 possible closure of Winterton Primary School

The meeting closed

3. Public discussion

15 minutes allowed

- a. A parishioner thanked PCllr Starling and a resident next to the footpath for getting the stile at The Street end of F.P.5 removed, replacing it with a staggered barrier and the issue resolved.
- b. The height of the hedge obstructing the view coming out of Staithe Road – it was agreed Overgrown hedges will be an Agenda item for the Sept meeting, however, Chairman informed the meeting that the County Council had recently undertaken an inspection of hedges in the village and found no problems.
- c. The Chairman read out a letter received from a resident of Staithe Road who was unable to attend this evening but wished to inform that the kerbing at the junction had been installed by the County Council to protect the Borough Council's road name sign, the concrete posts did not, according to the County Council present any problems although responsibility rested with the resident. There were no other C.C. concerns regarding this site and the matter was considered concluded.

4. Report from Borough Councillors/County Councillor – if present

CCllr Hanton reported

Not in attendance

BCllr Bensly

Not in attendance

BCllr Galer

Not in attendance

5. Police

PC Dan Potter emailed the current G11 newsletter which was then emailed to all PCllrs prior to the meeting. Also the Mins from the SNAP meeting held on the 26/4. The next SNAP meeting will be held at the Bloaters Bar, at the Wellesley Rec Ground on 12 July 2018, everyone welcome.

The meeting re-opened

6. Minutes of the Annual Parish Council meeting held on the 1 May 2018

Draft Minutes are on the website and PCllrs were emailed a copy of the Minutes prior to this meeting
PCllr Crane proposed with the following amendment they be accepted as a true record and be signed off.
Agenda 25 Boat Dyke PC trustees to read Boat Dyke trustees Seconded PCllr Barker
All in agreement.

Minutes of the Annual Parish meeting held on the 1 May 2018

Draft Minutes are on the website and PCllrs were emailed a copy of the Minutes prior to this meeting
PCllr Jones proposed they be accepted as a true record and be signed off
Seconded PCllr Barker
All in agreement

7. Matters arising

To report on matters arising from the Minutes if not already on the Agenda for information only.

a. Broads Authority Parish Forums

With the PC raising various issues nothing has been changed the meetings are still being held in Norwich. It was agreed to remove this item from the Agenda for the time being.

b. Mill Lane Footpath

The contractor carried out the repairs

c. Horsey Road

Further email sent to NCC however the highway works have not been carried out. It was agreed to send a further email requesting repair works to be carried out.

d. Staithe Road highway

Further email sent to NCC the problem remains with water not getting away from the gully. After discussions PCllr Crane proposed an email be sent to NCC requesting a new drainage scheme be considered from the entrance to Staithe House Farm, on the south west side of Staithe Road down to where the tarmac road ends to resolve the problem, seconded PCllr Jones, all in agreement.

e. War Memorial Railings

PCllr Van De Bulk has carried out the repairs

f. Parish Liaison meeting

Emailed GYBC asking for a copy of the Mins from the previous meeting – not received

g. Permissive footpaths

- a. Collis Lane along the Winterton Road thro to High Barn Farm – email received from Burnley Hall advising they will not be looking into a permissive footpath as there is a footpath behind Burnley Hall that goes to Winterton and comes out at North Market Road in Winterton. – it was agreed no further action.
- b. Low Road – chasing email sent to WPC, they haven't had a reply so they are chasing NCC, if no response from WPC then a chasing email will be sent.

8. Accounts

a. To agree payments in accordance with the budget

| | | |
|--|------------------|---------|
| Chq 742 S Weymouth (April-May) Net salary | £166.66 less tax | £133.46 |
| Chq 743 HMRC salary tax | | £ 33.20 |
| Chq 744 bolts & nuts for the barrier - Mr Starling | | £14.34 |
| Chq 745 R Bird grasscutting in the parish | | £356.00 |

Banking

Community Fund Acre (banked in May 2018- this financial year) £2500

PCllr Crane proposed the accounts be paid, seconded PCllr Barker, all in agreement

a. Cash book/bank reconciliation and financial statement to 31 May 2018

All documents emailed to PCllrs prior to the meeting, they were noted.

Financial Regs NALC

It was agreed due to PCllr internet problems these would be emailed to PCllrs prior to the next PC meeting and there will be an Agenda item at that meeting to make a decision.

9. Planning applications – for consideration and planning decisions

Planning applications

06/18/0293/0 Top Farm conversion of existing buildings to single residential dwelling – the application has been withdrawn due to paperwork incomplete.

06/18/0324/F Replacement building for former greenhouse to provide additional estate off ice accommodation at Burnley Hall. After discussions PCllr Barker proposed the PC has no objections to the application

Seconded PCllr Crane

All in agreement

Planning decisions

None recd

10. Update on Council House Renovation

The PCllr reported:

The development designs by the Architect have been delayed therefore the various options will be going to Housing & Neighbourhoods Committee in July where a decision will be made.

After discussions PCllr Barker proposed if a decision is not made by GYBC by the end of July 2018 the PC will go to the press

Seconded PCllr Crane

All in agreement

11. Bus shelters

The Chairman has spoken to Mr Hammond however to date his insurance policy has not been received and the work has not been carried out.

After discussions PCllr Barker proposed to give Mr Hammond until end of July 2018 to start the works, if this doesn't happen the PC will go out to Tender

12. Incidental matters dealt with since the last meeting:

- a. Footbridge rail – temporary works have been carried out by NCC
- b. Collis Lane – ditch full of silt it was reported on the 22/5 to NCC
- c. Road sign damaged– (The bend sign opposite the bus shelter) it has been replaced by NCC
- d. Change of windows – resident advised to contact Broads Authority planning department.
- e. PC Notice Board vandalised – lock tampered with so not able to unlock – the Chairman resolved the

matter.

g. Northern side of Dark Lane Corner surface water goes into a ditch adjacent to New Cottages – NCC has stated it is the responsibility of Burnley Hall – email to be sent asking them to resolve the problem.

h. Damaged signs by someone pop gunning them – the Police have been informed.

i. Sandy Lane – pot hole – next to the pole with the transformer – NCC are to be notified.

j. Dead tree outside Grailee, Common Road – NCC to be informed as it is on their land.

13. Stile in The Street

The Chairman reported that after the last meeting he had been able to obtain the approval of adjacent property owners for the removal of the stile at The Street end of FP 5, providing it was replaced with a suitable staggered barrier. One of the property owners had kindly provided 2 concrete posts for the barrier. After obtaining the approval of all members of the Parish Council, the Chairman and another resident of The Street had removed the stile and installed the barrier. The hedge had also been cut back to improve visibility at the end of the path.

The cost for the materials £14.34p - Invoices to be paid this evening.

A hedge will need to be cut back later in the year. The PC insurance company is to be advised there are two barriers that the PC are responsible for – Footpath 5 and one of the bus shelters.

PCllrs thanked the Chairman for all his work to get the matter resolved.

14. Data Protection

PCllr Barker emailed the following document which was forwarded to PCllrs:

PCllrs thanked PCllr Barker for all his hardwork in implementing the GDPR for the PC.

After discussions PCllr Jones proposed the PC Standing Orders to be updated and amended to take into account the DP, copy of the SOs with the GDPR included to be emailed to PCllrs prior to the next meeting.

Seconded PCllr Crane

All in agreement.

15. Community Fund

Acre has given a contribution of £2500 banked in May 2018.

Summary of payments received so far:

Acre

11.15 £2500

7.17 £2500

6.18 £2500

Energy

2.15 £2500

5.16 £2500

3.18 £2500

It was agreed an email should be sent to Mrs Beard thanking her for pursuing the matter on behalf of the PC.

16. Broads Authority matters

PCllr Barker expressed his disappointment when he attended their meetings where no Minutes were being taken he had made notes and forwarded them for their guidance - they had not acknowledged his input or recorded them.

a. Conservation area

No update received from the Broads Authority, however both the Clerk and the Chairman were currently without broadband so were unable to access recent emails.

b. After discussions on Broads Authority matters PCllr Crane proposed GYBC representative Mr Reynolds should be invited to the next PC meeting to enable PCllrs to put forward their views and observations.

17. Hedges around the parish

NCC email in reply states:

It is my understanding that hedges in and around Somerton comprise of privately owned boundary features. They will be the responsibility of the land owner both with respect to any maintenance and in relation to any desire for them to be removed, moved or cut back for the additional space for pedestrians. Any desire toward altering hedge lines should be directed to the appropriate land owner as this is their property.

For info, where hedgerows are part of a managed farm, there is an expectation upon the farm to comply with 2017 Cross Compliance legislation by DEFRA, this sets out the best timing for works to hedgerows, working outside these guidelines particularly in bird nesting season may lead to an effect upon their subsidy for best practice so any request to a land owner should have this seasonal issue in mind. Private non-commercial land owners not subject to these restrictions are advised to comply with the Wild Life and Countryside Act which makes it an offence to intentionally disturb nesting birds. Overall such changes should be avoided completely during the spring and summer.

18. Review of delegation arrangements to committees, sub committees, local authorities and external bodies

The Chairman reported the following Groups/organisations need trustees to be appointed:

Staithe trustees – it was agreed to leave this matter until the next meeting to clarify the number of appointments and for how long.

Poors Trustees Notices are to be displayed giving people an opportunity to apply and it was suggested that a contact number be included in the Parish Newsletter for the Poors Charity plus an article be included

to inform Parishioners about the Charity. The appointment of two Trustees will be an Agenda item for the next meeting.

19. Landfill in the parish

The Chairman asked PCllrs did they know of any sites in the parish since a member of the public had raised this at the last meeting. None were reported and the Chairman informed that the Borough Council does hold a register of contaminated land.

20. Proposed closure of Winterton Primary School

PCllr Jones declared a personal interest as three of his grandchildren attend this school - he stated three generations of his family have attended that school.

During discussions it was highlighted that the land the school was built on had been donated by Burnley Hall many years ago.

PCllr Crane proposed a letter should be sent to NCC giving this information and expressing the PC grave concerns at the possible closure. There are several hundred new properties being built around the local area which should increase the number of children needing to attend a school.

Seconded PCllr Jones

All in agreement

21. Broadband update

NCC representative for Broadband has advised there is no change from the information she sent the PC several months ago, there are around 4 options and it should be going live in 2019 – for an update the PC needs to contact her again in the Autumn.

22. CLT update

The Chairman stated he had seen the PC representative on this Committee and the Group are applying to GYBC for a grant so that they can form a trust covering the northern parishes.

23. Parish Councillors reports on Committees

Patient Participation – PCllr Clift not at this meeting

Upper Thurne Working Group - PCllr Starling nothing reported

Broad Forum PCllr Barker nothing reported

Poors Land Charity – nothing reported

Staithe & Boat Dyke Charity – there hasn't been a meeting.

24. Correspondence

All the correspondence was available for parishioners to view from 18.30 to 18.50pm

CORRESPONDENCE at 19.6.18

Items with a * have already been emailed to PCllrs prior to the meeting

- a. Clerk & Councils Direct - noted
 - b. *NALC Newsletter 3/5/18 - noted
 - c. *NALC Unauthorised development & encampments - noted
 - d. *CPRE – Norfolk Voice - noted
 - e. *Hickling update - noted
 - f. *Norfolk Coast of AONB – neighbourhood planning - noted
 - g. *NCC Cromer Show - noted
 - h. LCPAS Councillors training – they are similar to NALC - noted
 - i. *Community Action Newsletter - noted
 - j. NCC Chairman Env Dev & Transportation – giving details of highway improvements - noted
 - k. NALC T&PC websites – no action
 - l. LCPAS understanding planning - noted
- LATE CORRESPONDENCE
None received

25. Items reported to Parish Councillors

None

26. Items for the next Agenda

Overgrown hedges

Election of Poors Land and Staithe Boat Dyke trustees

Broads Authority – invite to Mr Reynolds to attend the meeting

The meeting closed at 8 22pm the Chairman thanked everyone for attending.