

SOMERTON PARISH COUNCIL  
Parish Council Meeting held on 6 Nov 2018

Minutes of the Parish Council meeting held on Tuesday 6 November 2018 in the Village Hall, Somerton commencing at 7.00pm

**PRESENT**

PCllr Starling (Chairman) PCllr Van de Baulk(Vice Chairman) Cllr Barker, PCllr Clift, Crane, Grayling & PCllr Jones, Chairman of GYBC Housing & Neighbourhood Committee Andy Grant, NCCllr Hanton,BCllr Galer, 2 members of the public and S Weymouth as PClerk.

**1.To consider apologies for absence**

PC May unable to attend  
PC Potter unable to attend  
BCllr Bensly who is away at the moment

**2.Declaration of interest in items on the Agenda**

Agenda 10 Staithe Boat Dyke - PCllr Starling declared a personal interest as he has a boat moored in the Boat Dyke.

Agenda 10 Staithe Boat Dyke - PCllr Barker declared a personal interest as PC representative on the Staithe & Boat Dyke Charity

Agenda 10 St Marys PCC PCllr Jones, Crane & Grayling declared a personal interest as members of the Parochial Church Council at the St Marys Church in Somerton

Agenda 17 PCllr Jones declared a personal interest as his grandchildren attend Winterton Primary School.

Agenda 11 PCllr Starling declared a personal interest as a Member of Norfolk Wildlife Trust and the Broads Reed & Sedge Cutters Association who both have regular contacts with the Broads Authority.

Agenda 8 – Council House PCllr Jones declared a personal interest as a owner of an Ex Council house in Somerton and he would have liked PP to build a property on land adjacent to his house.

***The meeting closed***

The Chairman reminded the meeting there is a note on the chairs making people aware the meeting is a closed meeting. If someone wishes to speak on a matter on the Agenda if they could raise their arm the Chairman will close the meeting to allow them to participate in the discussions

**3. Public discussion**

15 minutes allowed

**Community Fund**

a. Staithe Boat Dyke

A parishioner expressed concerns over the Staithe Trustees looking for a Community Fund donation to dredge the boat dyke when in his view they had previously been given a £800 donation to carry out works and he thought all the money had not been spent. PCllr Barker responded stating the funding had gone towards surface works to the Car Park and a barrier. The Chairman stated that the Staithe Trustees had only recently held a meeting on the 16<sup>th</sup> October where members of the public could have asked questions adding that it was difficult to respond to specific points without prior notice. The Staithe Trustees had also undertaken additional grass cutting on the north side of the Staithe.

The parishioner also questioned the fact of carrying out dredging and if additional funding would come from people moored in the Boat Dyke who are parishioners from Winterton and Somerton. PCllr Barker stated the Trustees would be looking into getting funding from other sources.

b.CLT

A parishioner asked questions on this trust.

The PC £500 donation was given to support the Trust and the work they are looking to do in the borough to have affordable properties built for local people in the old Flegg Rural District Council area.

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

*CCllr Hanton sent in the following report:*

**Great Yarmouth Winter Festival**

A Winter Festival will be held in Great Yarmouth from November 30th to 23<sup>rd</sup> Dec 2018 and will revolve around four differently themed weekends, with businesses now offered the special opportunity to sell their festive food, drink, arts, crafts and gifts from special trading spaces in the Market Place.

The first weekend will be the popular Christmas Fayre, from November 30th to December 2<sup>nd</sup> followed by a new Arts and Crafts weekend from December 7th to 9th.

Micro-breweries have the chance to showcase their speciality craft beers and ales from December 14<sup>th</sup> to 16<sup>th</sup> with the series rounding off with a Food Festival from December 21<sup>st</sup> to 23<sup>rd</sup>.

The Christmas Fayre will include the Christmas lights switch-on, with live entertainment and fireworks that evening.

There will also be a children's funfair and an animated projection onto one of the buildings, telling a heart-warming Christmas tale.

The Minster will also be filled with stalls offering handcrafted gifts and tasty treats, while the illuminated Christmas tree will be positioned on the Minster Green.

Other attractions in the Town Centre during the Christmas period will include, Santa's Post Office, Santa's Grotto, Late Night Shopping, the Lantern Parade, Christmas Tree and Crib Festival.

There will also be free Sunday parking on all Council run town centre surface car parks.

**Gorleston Beach Huts**

Colourful new wooden beach huts for Gorleston seafront went on public sale from 9am on Monday, October 15<sup>th</sup>. Aldreds Estate Agents are the appointed agents.

Great Yarmouth Borough Council is building 70 new beach huts, facing Gorleston's famous golden sands along the Lower Esplanade, bringing a great new offer for Gorleston, while generating additional funding to support important public services. The new huts will measure 3 x 3 metres, including a veranda and double doors, and will be built of wood with a pitched roof.

Owners can choose to paint their beach hut in a wide variety of colours.

Under an associated 25-year ground rent lease, owners will also have access to a dedicated amenity block, with wash basins and toilets.

Following independent valuation, the purchase price is £19,800, plus £900 annual ground rent (both VAT inclusive).

Owners will be responsible for the upkeep of their huts, including painting, repairs, maintenance, insurance and arranging any resale.

The beach huts are being released in phases of 20.

Aldreds commenced marketing on Thursday, October 4<sup>th</sup> and the huts became available to purchase, subject to contract, from 9am on Monday, October 15.

#### **Winterton Primary School conversion – Consortium Multi Academy Trust**

The Trust Board of Consortium Multi Academy Trust (C.M.A.T.) have voted to proceed with the proposed conversion of Winterton Primary School.

The Trust has completed its due diligence process and have concluded that the school can be supported within C.M.A.T. to deliver sound education for existing and future pupils.

Agreement was being sought with the Department of Basic Education on the ground rent and the planning approval for the dual use of the site as a residential/field study centre.

These points will be addressed during the formal consultation and conversion process, along with a focus on increasing pupil numbers.

The final consultation started on Wednesday 26<sup>th</sup> September at 9am with the presenting of 'Primary Entitlement Books' to all pupils at the school, with an open invitation for new pupils to join the school and nursery as they move forward to secure the future for the school.

The conversion date is set for the 1<sup>st</sup> January 2019.

#### **Mandatory Licensing Changes – Homes of Multiple Occupation**

National changes to mandatory licensing for landlords who provide a house in multiple occupation (H.M.O.) came into effect on October 1<sup>st</sup> 2018.

Under the new legislation, landlords of any residential rental properties, which have two or more households and a total of five people or more and where there are shared amenities such as bathroom, toilet or cooking facilities, will need to apply for a H.M.O. mandatory licence.

The new approach replaces and expands on the previous mandatory H.M.O. regulations, which came into force in 2006 and originally applied to properties of three storeys or more, with five or more people making up two or more separate households living in them.

The new regulations will now also include buildings with one or two storeys.

This change, which affects around 160,000 H.M.O.s across the UK, means councils can take further action to tackle the small minority of landlords renting out sub-standard and overcrowded homes and help ensure they are fit for purpose.

Within the scope of the new licensing powers, all Local Authorities will also ensure bedrooms are a minimum size and the property complies with household waste and recycling procedures.

#### **Tourism Board**

Alan Carr, the Tourism Manager, retired from Great Yarmouth Borough Council on Friday 19<sup>th</sup> October 2018 following 25 years working with the Council

#### ***BCllr Bensly***

*Away so unable to attend*

#### ***BCllr Galer***

He advised the meeting BCllr Charles Reynolds funeral was very well attended, he was a greatly respected Councillor by the people he had served in his Ward and the Borough.

A Hemsby resident had expressed concern at the dangerous Sandy Lane/Marham Road junction. .

He stated 45 new homes are to be built on land adjacent to Somerton Road Marham and in the pipeline another 66 new homes so this road will be well used. The meeting advised him there is an alternative route people could go down Sandy Lane, turn right into Cottage Road and they would come out at Horsey Road junction opposite The Lion PH

#### **5. Police**

PC May & PC Potter are both unable to attend they have prior engagements

PC Potter emailed the current G11 (Oct) newsletter which was then emailed to all PCllrs prior to the meeting.

#### ***The meeting re-opened***

#### **6. Minutes of the Parish Council meeting held on the 4 September 2018**

Minutes are on the website and PCllrs were emailed a copy of the Minutes prior to this meeting

PCllr Clift proposed they be accepted as a true record, seconded PCllr Jones

All in agreement.

The minutes were signed off

#### **7. Matters arising**

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

#### **a.Horsey Road**

With the support of NCCllr Hanton NCC are now classing this as an urgent repair and the works will be carried out within the next 4 weeks. The Chairman thanked CCllr Hanton for his assistance.

#### **b.Staithe Road highway**

Email from NCC has advised they have looked at the area several times and not seen any evidence of flooding – they asked for further information - photos were sent to them showing the flooding problem.

#### **c. Cottage Road potholes**

NCC has carried out the repairs

#### **d. Sandy Lane**

There are still pot holes on the edge on the east side of the highway, adjacent to a post with an electric box on, approx 100 yds from the junction with Cottage Road – NCC to be informed

#### **e. Litter picking in Somerton**

The Chairman thanked all those who took part in this, however additional help is needed in East Somerton for future litter picks, It was agreed a note would be placed in the Somerton VNewsetter.

### **8. Council House (3 Horsey Road)**

*Meeting closed so that BCllr Andy Grant and members of the public could speak on this matter.*

PCllr Jones declared a personal interest

BCllr Andy Grant the Chairman of the Housing & Neighbourhood GYBC Committee was welcomed to the meeting.

He stated he couldn't apologise enough as the property had been empty for around 5 years, there are 10 properties that have been empty for a similar length on time in the borough. There had been staffing issues at the BC, but a new Officer has been appointed and things have moved forward.

It was approved at GYBC Full Council to go out to tender for refurbishment works and apply for planning at the BA to extend the empty Council House by adding an additional two bedroomed property. When the works are complete both properties will be offered to the 33 people who are on the Council waiting list for a rural home. The meeting was advised the PA would come to the PC for their comments in the same way as any other PA.

PCllr Jones stated he had approached the BA to build a smaller property on land adjacent to his existing 4 bed house and he was advised he would not get PP. So he may not have any other choice but to leave the parish to find a smaller property to live in. BCllr Grant stated they are in talks with the BA Planning Officers at the moment and the PC will be kept up to date with the project.

A parishioner asked the question concerning Council Tax with the property being empty – they were advised the BC is no different than any other property owner and they will have been charged the Council Tax – to date around £24,000 has been lost in rent.

BCllr Grant had another meeting to attend so left the meeting.

The Chairman thanked him very much for attending and his support in getting the matter progressed.

### **9. Broads Internal Drainage Board meeting 15 October 2018**

The Chairman reported that he had attended this meeting and the Board's Members had voted to accept the findings of the independent report not to change i.e. lower existing pump dyke water levels. Voting was 12 for, 1 Against with 5 Abstentions.

### **10. Accounts**

#### **Nov 2018**

a.To agree payments in accordance with the budget

S Weymouth (Oct -Nov)Net salary £166.66 less tax £133.06

Recorded delivery post £ 1.77

£134.83

HMRC salary tax £ 33.60

NALC membership renewal(Precepted £95 diff taken from reserves) £131.24

LATE ACCOUNTS

R Bird £267.00 \*

NOT INCLUDED IN FINANCIAL STATEMENT 11.18

Somerton VHall Committee £100.00

St Marys PCC grasscutting donation £760.00

Mr Starling – storage box for PC planning applications £10.00

PCllr Crane proposed these accounts should be paid, seconded PCllr Clift, all in agreement.

\*R Birds costs this financial year £1157 Precepted £1025 over spend £132 to be taken from reserves, however the Chairman reported the Staithe Trustees usually donate £100 each year to go towards the cost of cutting the Staithe and footpath and this hasn't been received this year or last year. PCllr Barker reported he will check and if correct a cheque will be sent for £200

#### **b.Cash book/bank reconciliation and financial statement to 30 November 2018**

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

#### **c.Financial Regs NALC**

A copy of the Regs had been emailed to all PCllrs prior to the meeting.

It was agreed the PClerk would alter the model copy in red to be in line with the PCs operations, it will be emailed to PCllrs prior to the January 2019 meeting and then taken to that meeting for a decision.

#### **d.Asset Register**

A copy of the current register on the table.

Chairman suggests the two barriers be included, this was agreed.

The updated register is as follows:

War memorial railings £10000

Bus shelter seats x 2	£520
Bus shelters x 2	£4000
Staithe and boat dyke village sign	£2000
Staithe benches x 3	£780
Seat benches bus shelters x 2	£520
Parish Notice Board	£774
Computer, printer and software	£667
SAM signs	£3417
Barriers x 2	

#### **e.Community Land Fund**

Funds available	£9030.38
Transfer £856 CLT donation £500 and bus shelter £356	<u>-£856.00</u>
Balance left in the account	£8174.38

#### **Funding for Somerton PCC re-wiring the Church**

PCllrs Jones, Grayling & Crane declared a personal interest as members of the Church Council  
 Email received from Mr Burckitt had been forwarded to PCllrs prior to the meeting.  
 The Ecclesiastical Insurance carried out a routine Risk Management Survey and the electrical system should be renewed at the earliest opportunity, ideally with a new system installed by the end of 2018. They have three quotes £35k, £7k + VAT and £18950 + VAT.  
 The annual income mainly from service collections donations and fund raising events just covers day to day expenses and if this work isn't carried out the Bishop could close the Church.  
 It was agreed an application form to apply for the GYBC tourism levy be emailed to the PCC to see if any funding would be available.  
 After discussions PCllr Van de Baulk proposed a donation of £5000, seconded PCllr Clift, all in agreement

#### **Funding for Staithe & Boat Dyke trustees**

PCllr Barker declared a personal interest as PC representatives on the Committee  
 At their Committee meeting held on 16.10.18 it was resolved they would undertake limited dredging of the boat dyke as it is silting up and the water level is becoming shallower. They are seeking approval from the EA, Natural England & NCC will be consulted.  
 Because quotations have not been received for carrying out the works or approval been given it was agreed provisional support would be given to the project and to come back to the PC with the results so that it will be considered.  
 The GYBC Tourism Levy application form has been forwarded to them so that they are in a position to apply for funding.

#### **11. Matters dealt with since the last meeting**

PCllr Jones declared a personal interest item his son and daughter in law lives at Grailee

a.Upper Thurne Working Group

The date for their next meeting will be sometime in the New Year.

b.BA Planning meeting – Somerton Conservation Area

PCllr Starling declared a personal interest

The Chairman reported he had attended this meeting on the 12<sup>th</sup> October at the Broads Authority offices in Norwich. Members of the Public were not allowed to speak. Chairman was able to speak with the BA Chairman before the meeting and had also lobbied one other BA Member for support. The meeting was informed that there was no appeal for property owners regarding the decisions made relating to the review. BA Members voted 6 against and 1 for the Officer's recommendations therefore the proposal to include Staithe House Farm buildings and the property Sunways in the Conservation Area was rejected. The final decision has to be made by at a meeting of the full Broads Authority.

The Conservation Area was adopted all as the draft.

c.'Grailee'

PCllr Jones reported his son and daughter in law are still receiving letters for re-payment of the cost for removal of the tree on NCC land.

#### **12. Planning**

##### Applications

Nil

##### Decisions

BA/2018/0346TCAA – White House, Horsey Road – tree works granted

BA/2018/0008/TPO Sandy Lane – TPO approved

06/18/0293/0 Top Farm Martham Road – refused – the decision was emailed to all PCllrs.

#### **13. Broadband update**

An email from NCC states there is to be a new communications cabinet sited adjacent to the east side of the bus shelter outside Primary House to serve the residents and businesses in the immediate surrounding area – no date for installation is currently available, however the programme is due to be complete by the end of March 2020.

##### **As previous email states and there is no change**

1. There are 115 properties - currently connected directly to the Winterton telephone exchange
2. 4No new fibre structures are planned under the contract extension with implementation in 2019
- 3.85No in West Somerton with 83 properties expected to be fibre enabled

- 4.30No in East Somerton with only 9 properties planned to be fibre enabled  
 5.Where coverage is not currently planned it will be assessed during survey

#### 14. Data protection

PCllr Barker stated there are no changes

#### Standing Orders to be updated

Copy of PDF Standing Orders and the two inclusions were emailed to PCllr Barker for him to amend as the programme the PClerk had for conversion had not saved the doc copy.  
 It was left with the PClerk to get the SO converted to doc.

#### 15. Grasscutting quotations for year ending 31 March 2020

The Chairman reported a parishioner had contacted him stating he thought the Notice to tender should have been in the Somerton Newsletter, it was agreed in future this will happen, however Notices have been displayed in the PC Notice Boards and on the PC website.

Two tenders have been received from:

B J Hammond £7400  
 R Bird £1080 for any additional cuts with permission from the PC. Mr Bird gives the War Memorial grass a cut in Nov FOC – copy of tenders on the table for each PCllr. Consideration needs to be given at how much has been Precepted for grasscutting with any additional costs coming from PC reserves.

After discussions PCllr Jones proposed Mr Bird quotation be accepted, seconded PCllr Clift, All in agreement

#### 16. Precepts for year ending 31 March 2020

Emailed to PCllrs prior to this meeting a list of this years and the previous years precept figures  
 It was reported GYBC will be discussing PC precepts and a letter setting out their decision will be sent out to PCs at the end of Nov 2018, the PC will re-consider the figures at their Jan 2019 meeting.

#### Estimated Precepts 2019/20

The Chairman reported PCllrs will be up for election in May 2019 if an election is called it could cost around £400, though with GYBC elections the cost would be less, if this occurs the costs will be taken out of reserves.

After discussions PCllr Jones proposed the figures will remain the same as this year, if there is a shortfall on the grasscutting the figure will come out of reserves, seconded PCllr Barker, all in agreement.

Concurrent	2018/19	2019/20
Burial Ground (St Marys PCC)	£760.	£760
Open spaces	£1025.	£1025
Bus shelter	£250	£250
Benches	<u>Nil</u>	<u>Nil</u>
	£2035	£2035
<b>Non Concurrent</b>		
Clerks salary	£1000	£1000
Clerk expenses	Under sundries	£
Hire of VHall	£100 under ad	£100
Insurance	£300 under ad	£300
Audit fees	Nil	Nil
Seminars	Nil	Nil
Subscriptions	£95 under ad	£95
Sundries	£240	£240
Election expenses	<u>Nil</u>	<u>Nil</u>
	£1735	£1735
Total	£3770	£3770

#### 17. Current position at proposed closure of Winterton School

PCllr Jones declared a personal interest as his grandchildren attend the school  
 NCCllr Hanton report under Agenda 4 which gave details of the current position.  
 PCllr Jones stated he had nothing to add.

#### 18. Broads Authority appointed GYBC representative

a.The Chairman reported GYBCllr Hanton was appointed to this position on 1/11/18.

CCllr Hanton stated he would look into any concerns the PC may have.

#### b.Broads Authority

The Chairman reported the PC had had a reply from Lord Gardiner to Richard Bacon sent to Brandon Lewis who then forwarded it onto the PC, which is as follows:

*Thank you for your letter of 10 September on behalf of your constituent, Ms Shirley Weymouth, about changes with the Broads Authority following its recent peer review.*

*Defra works on a strategic basis with the Broads Authority - it does not intervene in its day-to-day running. I am aware of the changes proposed following the recent peer review, which are being taken forward by the Broads Authority. I would encourage all those with a passion for the Broads to work collaboratively for the benefit of this special place and I look forward to working with newly elected Chair of the Broads Authority on that basis.*

After discussion it was agreed to ask for an appointment with MP Brandon Lewis to discuss the PC concerns, including there should be local elected representatives on the Broads Authority Committees, Broads Forum/parish forum no notes or minutes from the meeting. The Chairman, PCllrs Jones & Crane will attend representing the PC.

### **19. Appointment of Parish Council representative to the Village Hall Committee**

The Chairman reported we need to appoint a PCllr onto this Committee.

After discussions PCllr Barker proposed PCllr Clift, seconded PCllr Van de Baulk, all in agreement. The Chairman thanked Norman Grayling for his many years as Parish Council representative on the Village Hall Committee.

### **20. Correspondence**

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

CORRESPONDENCE at 20.10.18

Including Items already emailed to PCllrs prior to the meeting

1. NCCllr budget for his parishes – this item for discussion at the meeting – copy of document emailed to PCllrs.

The Chairman suggested 30mph marked on the highway of Horsey Road and Martham Road at the parish boundary. NCCllr Hanton stated if an email is sent to him with that request he will look at the funding he has left to see if this is an option.

2. GYBC offered a tree Queens Commonwealth Canopy Tree from the Woodland Trust 5 offered to the BC

3. Pharmacy 2 U

4. Community Action weekly newsletters 19/9 – 26/9 – 3/10 – 10/10 – 17/10

5. Norfolk Coast of AONB planning session on landscaping

6. GYBC Sports & Activity public survey

7. Skyblu solutions 'save our paths'

8. Broads Authority Accessing the Broads

9. Broads Society – membership

10. East Somerton Ruined Church

11. NCC emergency closure of Collis Lane

12. NALC Cafe Clusters

13. Broads Authority Conservation Champion

14. Broads Authority Broads Briefing Oct 2018

15. UK Power Network Road Show

16. Norfolk Childrens Centres Closure

This was left with PCllrs to complete the survey form

17. Broadcaster 2019 – forwarded to VHall Committee

18. Hickling update

19. Exhibit sponsor northern parishes powerhouse

20. Flood & Coastal Erosion Risk Management – how to be managed over next 25 years

It was reported this was hold the line from Horsey to Winterton and the sea defences are being looked at on a regular basis to maintain hold the line.

BCllr Galer stated there is a meeting at the Town Hall where various options are to be discussed for Hemsby.

21. Scottish Power renewable phase 3.5 consultation

*LATE CORRESPONDENCE*

22. GYBC Parish Liaison meeting – this meeting was cancelled as no items had been received from PCs

23. AONB time to listen

24. NCC Budget consultation 2019/20

### **21. Items reported to Parish Councillors**

a. Cottage Road junction visibility

An email is to be sent to NCC requesting they review the position of the signage which is causing a visual obstruction. Namely, to ask for the chevron sign on the north side, east end of Cottage Road to be raised

b. Staithe Road

Pot holes opposite the new bungalow – NCC to be informed.

### **22 .Items for the next Agenda**

Coastal Practices PPG (Patient Participation Group)

Precepts 2019/2020

Standing Orders

Financial Regs

Data Protection

Community Fund

Asset register – annual Risk assessment

### **23. Date of the next meeting**

To be held on 8 January 2019

The meeting closed at 9.12pm the Chairman thanked everyone for attending and wished everyone a very happy New Year.



