

SOMERTON PARISH COUNCIL
Parish Council Meeting held on 8 Jan 2019

DRAFT Minutes of the Parish Council meeting held on Tuesday 8 January 2019 in the Village Hall, Somerton commencing at 7.00pm

PRESENT

PCllr Starling (Chairman) PCllr Van de Baulk(Vice Chairman) Cllr Barker, PCllr Clift, Crane & PCllr Jones, NCllr Hanton, 6 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 Galer at another meeting
BCllr Bensly at another meeting
PCllr Grayling unable to attend

2. Declaration of interest in items on the Agenda

Agenda 13 Staithe Boat Dyke - PCllr Starling declared a personal interest as he has a boat moored in the Boat Dyke.

Agenda 13 Staithe Boat Dyke - PCllr Barker declared a personal interest as PC representative on the Staithe & Boat Dyke Charity

Agenda 14 St Marys PCC PCllr Jones & Crane declared a personal interest as members of the Parochial Church Council at the St Marys Church in Somerton

Agenda 8 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 7 – Council House PCllr Jones declared a personal interest as an owner of an Ex Council house in Somerton and he would have liked PP to build a property on land adjacent to his house.

Closing the meeting

The Chairman stated this is a closed meeting. If parishioner wishes to speak on a matter on the Agenda if they could raise their arm then the Chairman will close the meeting to allow them to participate in the discussions

3. Public discussion

15 minutes allowed

Council House , 3 Horsey Road Agenda 7d

The neighbour left her contact details with the Clerk who will inform her when the Parish Council receives any planning application relating to 3 Horsey Road. It was also agreed that if no application was received by the next meeting then the Borough Council would be asked for an update

NCC highways workmanship

A parishioner stated the repairs to Staithe Road & Sandy Lane were not up to standard – it was left with NCllr to deal with the matter.

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

CCllr Hanton

He was present and he gave the following report:

- **New water and leisure complex on Golden Mile set to boost year-round tourism and community well-being**

GREAT Yarmouth's famous Golden Mile is set for an exciting "once-in-a-generation" investment in a new destination water and leisure complex, providing a major year-round boost to Great Yarmouth as a flagship coastal resort whilst supporting community health and well-being.

On Thursday, December 13, Great Yarmouth Borough Council considered recommendations in a report which moves the project to the next stage of development and confirms the site of the existing Marina Centre, on Marine Parade, as the proposed location for the new facility.

To reflect the prime seafront location and the council's ambition to create a truly year-round regional "anchor attraction" on the Golden Mile, the new water and leisure complex will now include: two water flumes, a splash pad, confidence water area, learner pool, and a six-lane 25m pool. The complex will also be equipped with a state-of-the-art health suite with sauna, steam and spa; a 100-station health and fitness gym, indoor climbing facility; fitness and spin studios; sports hall; soft play area and a café with fabulous views over the famous beach.

Whilst the final architectural design of the new complex is yet to be completed, preliminary designs indicate the new complex will fit within the existing centre footprint, with building works scheduled to take place between late 2019 and summer 2021.

The ambition for the final design is an environmentally-sustainable building that is sympathetic to the Golden Mile with improved sight lines and linkage to the seafront. The indicative cost for the development is £20m to 26m. The next phase of the project will see the council progressing its investment plan with sources of funding from the council as well as external funding sources.

There will also be a series of public and stakeholder engagement opportunities from January 2019 onwards when the principles behind preliminary designs for the complex will be available for comment. Local residents and businesses will be encouraged to view the preliminary designs to help shape the look and feel of the final design, together with the brand name for the new water and leisure complex.

- **Great Yarmouth unlocks National Lottery funding to strengthen communities and improve lives**

Great Yarmouth Borough Council's nationally-acclaimed approach continues to strengthen communities and improve life chances with a boost of just over £700,000 of National Lottery funding, bringing the total amount towards the programme to £3.1 million.

This funding will enable the Neighbourhoods that Works Project to expand upon a successful long-term joined-up way of working with communities. This has been developed and pioneered in Great Yarmouth and works with residents to build stronger neighbourhoods, focussing on developing people, communities, their own strengths, the connections between them, and the things that matter most to them.

- **The future of Mobile Libraries secured**

Plans to save £200,000 have been approved, but only 92 mobile stops will be scrapped instead of 725.

Two old mobile trucks will be de-commissioned as part of the savings.

The changes would save a total of £100,000 with a further £100,000 being cut from the general libraries budget.

The mobile service budget for 2017-2018 was £447,765.

From April visits will be made every four weeks instead of two.

Led by the Borough Council, the Neighbourhoods that Work Project aims to help communities to develop their ideas for improving lives, help existing services to work better together to support vulnerable people, and help people into training, volunteering and work.

The project, which launched in October 2015, is set to run for a further two years and the funding will enable the project to continue its work. In addition to this, the grant from the Big Lottery Fund has enabled the project's multi-disciplinary workers to continue providing first step support over the next two years to help even more people overcome challenges with budgeting, money and debt.

Broads Authority GYBC representative

BCllr Hanton stated he had attended a Planning meeting and he asked questions on the responsibility of the BA and the representation on the Authority. He will work with the PC to resolve some of the issues the PC has with them.

BCllr Bensly

Not in attendance at another meeting

BCllr Galer

Unable to attend at another meeting

5. Police

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

PC Potter emailed the current G11 (January) newsletter which was then emailed to all PCllrs prior to the meeting. A PCllr stated he was not very happy with the newsletters as they do not state which area the incidents have occurred, so you are unable to get a clear picture on crime for our area.

POLICE BUDGET CONSULTATION

Email received from PC Potter was forwarded to all PCllrs prior to the meeting.

After discussions it was agreed no action would be taken by the PC, however individuals could fill in the questionnaire. A notice concerning the consultation had been displayed on the Parish notice board.

The meeting re-opened

6. Minutes of the Parish Council meeting held on the 6 November 2018

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

PCllr Jones proposed they be accepted as a true record,

Seconded PCllr Clift

All in agreement.

The minutes were signed off

Special Parish Council meeting 12 December 2018

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

PCllr Crane 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

NCC had undertaken some limited repairs to a section on the west side of the road

b.Staithe Road highway

NCC update – flooding - the drains were cleared in May 2018 and are being monitored through routine inspection. Pothole repairs took place in Nov.

c. Sandy Lane

These repairs have been carried out in Nov by NCC. However the depression by the electricity pole with a transformer attached on the east side of the road has not been repaired – chasing email to be sent.

d. Council House (3 Horsey Road)

On checking with GYBC they are awaiting for responses to their enquiries made in October with all authorities.

e. Cottage Road junction visibility

An email had been received from NCC highways informing that they will not be making any changes to the signage at the Cottage Road junction with Horsey Road. Despite this, the Chairman reported that the parishioner who raised this matter had in fact thanked him for the work that had been carried out to improve visibility at this junction.

f. Staithe Road

Pot holes opposite the new bungalow – on NCCs programme for a repair.

g. BA Conservation Area Review

In the email from Ben Hogg, the Broads Authority had formally adopted the conservation area for that part within the Broads Authority boundary. It is assumed that Staithe House Farm buildings and the property Sunways have been removed from the Conservation Area. Great Yarmouth Borough Council will have to go through a similar process for that part of the area within their boundary.

Once they have heard from the Borough that this has taken place they will be in touch.

The document and map will also then be placed on our website.

The BA realise the PC is always keen for updates on where we are with the process.

The BA Officer stated he also take this opportunity to thank you and the Parish Council for your advice, assistance and input into the whole process.

g. Parish Council elections 2 May 2019

Email from GYBC advising the PC elections will take place on 2 May, they also sent a copy of the timetable of actions to be taken.

8. Matters dealt with in between meetings

The Chairman reported on the following items:

a. Parish Councillors meeting with MP Brandon Lewis

This was discussed and it was agreed the following letter would be sent to Brandon:

Thank you for your email which I was able to take to Somerton's Parish Council meeting yesterday evening.

First, the Parish Council wishes to again thank you for the meeting at Hemsby on the 14th Dec.18, and for listening to our concerns about the Broads Authority.

The ongoing National Parks Review or the Glover review, as we understand, being led by Julian Glover. In an Eastern Daily Press article on the 2nd November 18, Mr. Glover is quoted as saying "The first thing we need to do with this review is to talk to the people involved and listen". We mentioned at our meeting on the 14th December that local Parish Councils had not been informed or contacted regarding this review. It further appears that Great Yarmouth Borough Council were also unaware of the review and the Broads Authority's initial response to take over planning responsibility in all of the Parishes which currently have only part of their area in the Broads Authority.

The Parish Council asks that you consider giving your support to these two important points which we feel should be sent to Mr. Julian Glover and to the Rt. Hon. Michael Gove MP Secretary of State for Environment, Food & Rural Affairs;

a). Defra's National Parks Review (Glover Review) has, unfortunately, failed to communicate with Parish and District Councils in the Broads. No communication was received by the Parish & District Councils that the review was taking place. The Broads Authority did not inform the Parish Councils in The Broads about the review nor their response. There was no stakeholder engagement.

b). The current Broads Authority Membership comprises of 21 members;

Norfolk County Council 2, Suffolk County Council 1, Broadland District 1, Great Yarmouth 1, North Norfolk 1, Norwich City 1, South Norfolk 1 & Waveney 1.

The Navigation Committee appoints 2 with the Secretary of State for Environment, Food and Rural Affairs 10.

Many of the concerns being expressed about the Broads Authority will only be addressed by fundamental changes in the current membership appointees. We suggest that the number of Sec. of State appointees be reduced from 10 to 6 with the number of Navigation Committee members increased from 2 to 3.

Furthermore 3 members should be appointed to represent local people who reside in The Broads.

Given that the Authority's income relies considerably on toll payers, it is only reasonable that of the proposed 3 members of the Navigation Committee, 2 should be directly elected by current toll payers. Likewise, the 3 members to represent local people should be appointed by direct elections. The number of members appointed by the Districts and County Councils should stay the same.

The Parish Council hopes that you are able to support these proposals which reinforces democracy and localism and will ensure a far less autocracy in The Broads than we currently experience.

b. Footpath No 5 (the Street/Horsey Road path) – Broken fence

The Chairman had emailed Burnley Hall to remind them of the broken fence and it was subsequently repaired.

c. Broads Authority National Parks Review on Planning Responsibility

1. NALC has emailed this PC's concerns to all their members - BCs & PCs, stating:

Perhaps all Parish Councils in The Broads, who currently have part of their area under The Broads Authority Planning Department responsibility, should be made aware that the Broads Authority is suggesting to take over all planning responsibility from District Councils.

The link below shows that this was discussed by the Broads Authority at their last meeting. Scroll down to read the Authority's thoughts.

http://www.broads-authority.gov.uk/_data/assets/pdf_file/0003/1408260/National-Parks-Review-ba231118.pdf

Parish Councils are strongly recommended to respond to Defra's National Park's review (see second link) and to do so by the deadline of 18th December 2018.

[Landscapes Review: Call for Evidence - Defra - Citizen Space](#)

2. GYBC has emailed their response on the BA review

d. Martham Road potholes

The repairs have been carried out by NCC

e. Dumped rubbish in Collis Lane

This was reported to GYB Services who collected it the following day.

f. Overgrown hedge at the entrance to the end of Public Footpath No.5 at The Street, south side

The Chairman had cut the hedge to improve visibility / safety following agreement from the hedge owner.

9. Planning applications

BA/2018/0489/HOUSEH single storey rear extension – The Grange, Grange Cottage for Mr J Crooks

After discussions PCllr Barker proposed the PC has no objections to this application, light pollution should be at a minimum.

Seconded PCllr Jones

All in agreement

06/18/0690F erection of new dormer to side of White House with full length doors and balustrade, East Somerton for Mrs D LeGrice

After discussions PCllr Cliff proposed the PC has no objections to this application, light pollution should be at a minimum

Seconded PCllr Van de Baulk

All in agreement

10. Coastal Practices Patient Participation Group

PCllr Cliff the PC representative gave the following report

- The group is made up of representatives from all four surgeries, and from practice staff, usually two of the lead receptionists, the practice manager and a GP, practice nurse or pharmacist. We meet four times a year.
- There is a PPG forum, with representatives from all the PPGs in the Great Yarmouth and Waveney Clinical Commissioning Group, which meets every two months.
- The PPG receives information from the practice, and gives feedback on services, and on issues that concern patients.
- In my view, an effective Health Service must consider its impact on patients, and must take their views into account when devising and amending services.
- The NHS is in a constant state of flux and funding constraints, and is very different from the Family Doctor service of forty years ago. This can be hard for patients to cope with.
- The changing role of receptionists has caused concern among some patients: as a PPG we have put articles in local newsletters, explaining the reasons behind the changes, and the implications. It seems that patients are getting to understand that receptionists have to ask some questions, in order that the patient can be seen by the most appropriate professional.
- More articles are planned: originally, the articles were to be written by practice staff. Said articles failed to materialise, so we decided to interview practice staff and write them ourselves
- There have been problems with prescriptions in the wake of changes in processes: the PPG has kept the pharmacy informed of the issues that have affected patients. Many of the problems have been ironed out, and there is less dissatisfaction, and I hope less waste.
- There are concerns about communication between local hospitals and the practices: sometimes information about drugs prescribed by the hospital does not reach the surgery.
- The PPG forum is pursuing this. In spite of many patients having enhanced summary care records where all information about diagnosis and treatment should be recorded, differing IT systems and processes mean that some interventions are not recorded. This is clearly unacceptable.
- The PPG is working with the surgeries to encourage more patients to have summary care records/enhanced summary care records. These ensure that essential information is available, where

needed, to any medical professional treating an unfamiliar patient. For example when a patient is away from home or visiting A and E, or has perhaps lost consciousness.

- People can be wary about information being shared: it is a personal choice. Personally, I would rather that information on any potential risks was accessible to whoever was treating me, particularly if I was not in a state to give that information personally.
- Many people now use online registration to access appointments, test results and prescriptions, and find the system helpful. When there are problems with this, the PPG will take the issues up with practice
- A patient satisfaction questionnaire was carried out at the flu clinics which we will continue in waiting rooms from time to time. On the whole the results were positive, with the parking situation in Hemsby causing the most dissatisfaction.
- OOH – 6 30pm – 8 00m week days & 8am – mid-day at w/e – appointments booked at the Surgery where you are registered.

11. Standing Orders/Data Protection

PCllr Barker dealing with the updates

12. Asset Register

Update and proposal to include 2 x Barriers & Staithe information board on list for insurance purposes

After discussion PCllr Crane proposed the following figures will be submitted, seconded PCllr Clift, all in agreement.

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 (The Street £500 – bus Shelter Martham Road £1500)	£2000
Staithe Information board – cost £960	£1000

13. Light Pollution

The Chairman suggested a proposal that residents are reminded of the need to keep light pollution to a minimum and to ensure that exterior lights, including security lights do not impact on neighbours, which was agreed. Somerton is within a designated 'Dark Skies' area.

It was reported the Flegg High School Sports Centre have their floodlights operating when there aren't any sporting activities. It was left with the Chairman of the PC to contact the school

14. Community Fund

a) Application from Staithe & Boat Dyke charity trustees for Grant funding. PCllr Barker declared an interest as a trustee.

The meeting opened to allow the Trustees Chairman Brett Hurrell to speak.

It was reported it is going to be far more involved to put together a scheme, it was thought a meeting needs to be called with the Environment Agency, there is similar works being carried out down river. This item will be an agenda item for the next PC meeting.

The meeting closed

b) Preparation of land registry application for Somerton Pools Trustees

PCllr Jones reported the trustees were not going to get the land registered and they had returned all the paperwork to PCllr Grayling.

After discussions PCllr Barker proposed for all the work PCllr Grayling had carried out to get the information to enable the land to be registered he should be given a donation of £100, seconded PCllr Van de Baulk, all in agreement

15. Accounts

January 2019

a. Accounts for approval and payment all in line with the budget	
S Weymouth (Dec-Jan) Net salary £166.66 less tax	£133.26
Printer cartridges	<u>£ 25.68</u>
	£158.94
HMRC salary tax	£ 33.40
Somerton PCC (Community Fund)	£5000.00
PCllr Grayling donation	£100.00
PCllr Clift proposed the accounts be paid, seconded PCllr Van de Baulk, all in agreement	

b. Cash book and financial statement to 30 November 2018

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

c. Approval of Community Fund payment for Somerton Parochial Church Council for £5000

Details of the electrical works had been given at the Nov 2018 meeting

PCllr Clift proposed this payment should be made

Seconded Van de Baulk,
All in agreement

d. Precepts 2019/20

Estimated figures submitted, the BC has agreed with these figures. A copy of the confirmed GYBC approved figures were emailed to PCllrs prior to the meeting.

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

e. PC Internal Audit

The Chairman read an Email from Mr Barrie Sharrock who is not in a position to carry out any further audits.(It was agreed that the Chairman would contact Parish Councillors later regarding acknowledging Mr.Sharrock's work). This will be an Agenda item for the March 2019 meeting.

f. Financial Regulations

NALC model modified for Somerton PC financial arrangements – emailed to PCllrs prior to this meeting. Please note these will stand alone from the PC Standing Orders, there will just be a note in the SOs stating NALC Financial Regs adopted by the PC.

After discussions PCllr Crane proposed they be adopted

Seconded PCllr Barker,

All in agreement

16. Somerton War Memorial

The Chairman reported on damage to the concrete steps and bank carried out by an agricultural vehicle, which had entered Church Road from the Winterton Road end but had left via Bloodhills Farm road. The Chairman reported he has asked Mr Grimmer & PCllr Jones to be involved with this scheme. The meeting was advised NCCllr Hanton has agreed to pay for this work from his NCCllrs budget . The PC thanked him very much for his support and help which is greatly appreciated. The County Council will be installing the kerbs which will run 6 metres either side of the steps and the work should be done before the end of the financial year i.e. 31st March 2019.

17. Correspondence

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

CORRESPONDENCE at 31.12.18

Including Items already emailed to PCllrs prior to the meeting

9/11 Lost rights of way in Norfolk

14/12 BA National Parks review – PC response

20/12 BA Dec 2018 briefing

4/11 Rural Bulletin

26/11 Norwich Western Link

26/11 Hickling update

29/11 Broads engagement accessing the broads

5/12 RSN rural funding digest – making pedestrian crossings safe in all weather conditions

5/12 Community Action Norfolk's Sector Newsletter

12/12 Broads Society

13/12 Recruitment to Norfolk local access forum

18/12 Local Council budget special

Clerk & Councils magazine

LATE CORRESPONDENCE

1.Green bin stolen from outside Primary House

GYB Services notified and an email sent to the property and their reply. All the rubbish from the bin was across the highway and was cleared by the Chairman. The parishioner suggested the PC pays for a security camera and gates. After discussions PCllr Van de Baulk proposed an email should be sent expressing concerns at the theft of the bin and advising that the PC is not in a position to fund private works, seconded PCllr Jones, all in agreement.

2. NCC Trading Standards No Cold Calling Zone Scheme – Zone Champion Survey/Maintaining & Updated their records

It was left with PCllr Crane to complete.

18. Items reported to Parish Councillors

Hundred Stream – Chairman reported that the Broads Drainage Board intend to remove accumulated silt from part of the Hundred Stream next month. Access along the floodbank public footpath (Path No. 7) will not be effected.

19. Items for the next Agenda

Council house 3 Horsey Road
Standing Order/Data Protection Order
Internal Audit

20. Date of the next meeting

To be held on 5 March 2019

The meeting closed at 20.42pm.

The Chairman thanked PCllrs for all their work over the last 4 years and members of the public for attending.