

SOMERTON PARISH COUNCIL  
DRAFT MINUTES OF A MEETING HELD ON TUESDAY 3rd MARCH 2020  
IN THE VILLAGE HALL, COTTAGE ROAD, SOMERTON AT 7.00 P.M.

Present: Cllr Starling (Chairman)	Cllr Walters (Vice Chairman)
Cllr Barker	Cllr Clift
Cllr Crane	Cllr Walters
Cllr Wright	G Lack (Clerk)

Also present were 4 residents, Borough Councillors Bensly and Galer, Borough Councillor Hanton and Chairman of Horsey Parish Council Cllr C Pearson

1. To consider apologies for absence. None noted
2. Declarations of interest in items on the agenda. Cllr Starling declared an interest in 9(e) Community Fund payments 14(c) Run-off Martham Road.
3. **To consider a motion to suspend the meeting to allow members of the public and the Borough/County Councillors the opportunity to inform the meeting:** All agreed.
4. Public discussion – 15 minutes allowed. Nothing noted.
5. Report from Borough Councillors/County Councillor – if present.
  - a. All Councillors had forwarded information and advice regarding the coronavirus.
  - b. Cllr Bensly noted the following:
    - i. .The Winter Gardens had been shortlisted for a grant from the Heritage Fund;
    - ii. GYBC was offering free market pitches to 18-30 year old on Wednesdays and Saturdays;
    - iii. The demolition of the marina centre was currently underway with the new complex being scheduled for completion in 2021 at a cost of £25.9 million. All information can be found on the GYBC website;
    - iv. Cllr Bensly had been awarded a £1000 ward grant, as had Cllr Galer. This grant could be spent on anything which might benefit the parish which wouldn't normally be funded by GYBC.
  - c. Cllr Galer noted the following:
    - i. A Youth Advisory Board had been established to provide community based workshops;
    - ii. A panel had been established to look at new ways of dealing with coastal erosion, with ideas from local residents being sought;
    - iii. Some residents were having problems accessing the CAB due to their distance from Great Yarmouth;
    - iv. GYBC was considering the Parish Council's application to grant Community Asset status to The Red Lion although it was not for sale at present;
    - v. The GYBC draft Local Plan Part 2 was currently in its final consultation phase lasting another month.
  - d. .Cllr Hanton noted the following:
    - i. The 3rd river crossing was due to commence in January 2021;
    - ii. Cllr Hanton noted that he had been awarded £6k to be distributed to Parish Council for highway related matters.
  - e. **Reopening of the meeting:-**
6. Report from the PCSO – if present. The PCSO was not present. The clerk will invite Gary May to the May Annual Parish Meeting.

7. To confirm the minutes of previous meetings held on 7th and 21st January 2020. Cllr Jones proposed that the minutes of 7th January should be approved and this was seconded by Cllr Clift and unanimously agreed by all Councillors. Cllr Crane proposed that the minutes of 21st January should be approved and this was seconded by Cllr Clift and unanimously agreed by all Councillors.
8. To report matters arising from the minutes not already on the agenda, for information only.
  - i. Bus shelter cleaning was progressing and Cllrs Jones and Crane offered to help at the end of the month;
  - ii. War memorial cleaning would be carried out at the end of April once the weather had improved;
  - iii. The Chairman thanked Jim Kay and Carl Pace for their help with the work on the staithe;
  - iv. Village sign refurbishment had been completed;
  - v. The Mill Lane footpath sign had now been replaced;
  - vi. Some potholes on Manor Farm Road had been repaired.
9. Accounts
  - a. To review year-to-date position

	Budget	Actual	Variance
	£	£	£
Grass Cutting	1,025.00	1,204.00	- 179.00
Village Hall Hire	100.00	100.00	-
Insurance	300.00	294.17	5.83
Clerk Salary	1,000.00	1,239.00	- 239.00
Clerk Expenses	250.00	-	250.00
Bus Shelter	250.00	250.00	-
Admin	82.00	168.18	- 86.18
Church	760.00	760.00	-
<b>Total</b>	<b>3,767.00</b>	<b>4,015.35</b>	<b>- 248.35</b>
Opening Balance		5,629.49	
Add: receipts		3,768.17	
Less: payments (inc VAT)		- 4,284.24	
Movement on community account		3,012.37	
Closing Balance			8,125.79
<b>Balance per Bank Statement as at 31.1.2020</b>			<b>8125.79</b>

- b. To agree payments in accordance with the budget

Payee	Cheque No	Description	Amount
G Lack	789	Clerk salary	198.40
HMRC	790	PAYE G Lack	49.40
Broxap	791	Seat for Staithe	922.80
Vistaprint	792	Sign for Staithe	54.37

Alma Ironcraft	793	Village sign	792.00
G Lack	794	Expenses - ink cartridges and stamps	43.30
		Total	2060.27

Cllr Barker noted that he had personally paid for some of the Staithe items and was owed £80.06. The cheque to Vistaprint no 792 for £54.37 would therefore be voided. Cllr Crane proposed that the cheque payments with the exception of the Vistaprint cheque should be approved and this was seconded by Cllr Clift and unanimously agreed by councillors. Cllr Clift proposed that the cheque to Cllr Barker for £80.06 be approved and this was seconded by Cllr Walters and unanimously agreed by councillors.

- c. Grass cutting 2020/21 - the shortfall in budget from GYBC of £109 was noted. There were 2 possibilities to make up the shortfall (i) pay from reserves and (ii) increase council tax.
  - d. Replacement of SAM2 batteries. Email 28th January. Costs £80 each + £7.50 delivery. It was agreed that new batteries could be purchased up to a maximum of £150, proposed by Cllr Walters, seconded by Cllr Jones and agreed by all councillors. Cllr Galer noted that the batteries might be available on ebay at a cheaper price. Clerk to investigate.
  - e. Community Fund Payments:
    - i. Staithe Trustees: replacement of seat bench, notice board and post on Parish Staithe. Total cost £814.31 + VAT
    - ii. Refurbishment of village sign by Alma Ironcraft. Total cost £660 + VAT.
    - iii. Reimbursement of £120 from Staithe Trustees paid to Mr Bird on their behalf. It was noted that there was an error on the Agenda and the actual amount was £180. A cheque for this amount was passed to the clerk, received with thanks.
10. Planning Applications and Decisions
- a. **BA/2019/0408/HOUSEH.** Single storey rear extension The Pantiles, Cottage Road, Somerton. Applicant Mr Clinton Button. **BA Approved 14.1.2020**
11. Spring Litter Pick of roadside verges. To agree dates. 28th and 29th March was agreed, with the normal warnings about high-viz jackets, volunteers helping at their own risk and litter pickers being available.
12. Flegg Community Land Trust - Update by Mr Terry Harper
- i. A new Chairman and clerk had been appointed and thanks were given to Cllr Galer for his one year term as Chairman;
  - ii. It was noted that there were two different grant pots available from GYBC, one for the paperwork and the other for the provision of physical assets;
  - iii. The responses from the questionnaire showed that there was interest in, inter alia, affordable housing for young families; more houses for rent; enclosed dog walking areas and a community woodland.
  - iv. It was noted that permissive footpaths couldn't be provided although the Land Trust could offer assistance;
  - v. It was noted that more responses to the questionnaire were needed and it was agreed that a leaflet be circulated with the newsletter, which Cllr Jones volunteered to do;
  - vi. It was also agreed to ask for the CLT details to be printed on the back of the newsletter.

- vii. Thanks were passed to Mr Harper and Cllr Galer for all their help in getting the CLT up and running.
- 13. Community Speed Watch - To decide whether to support a community speed watch scheme in Somerton. No interest had been shown in this scheme and it was proposed by Cllr Cliff, seconded by Cllr Wright and unanimously agreed by councillors that no further action be taken.
- 14. Flooding Matters:
  - a. Broads Authority Flood Risk Supplementary Planning Document Consultation - Updates and to agree any response.
    - i. It was noted that the line of defence should not be moved inland but held where it is currently, ie at the coast;
    - ii. It was also noted that the Broads Authority was not, according to the Environment Agency, a flood risk authority under the Coast Protection Act and therefore Somerton Parish Council considered that the document should not include speculations on what might or may be investigated since the Authority was not qualified to make such statements. These references should therefore be removed or attributed to a body which is qualified;
    - iii. Cllr Starling read out the letters sent by Horsey and Winterton Parish Council and these were noted.
    - iv. Cllr Starling read out a draft response from Somerton Parish Council and it was proposed by Cllr Crane, seconded by Cllr Jones and unanimously agreed by all Councillors that this be sent. A copy is appended to these minutes (Appendix 1).
  - b. Broadland Futures Initiative - Latest information from Environment Agency and proposed meeting in Norwich 9th March - R Starling
    - i. It was noted that a LaDAR system was currently used to measure land levels but this was thought not to be very accurate;
    - ii. Cllr Starling would be attending the meeting on the 9th March and any questions should be passed to him before that date;
    - iii. The Environment Agency would be holding local meetings that the public would be able to attend.
  - c. Run-off Martham Road. Update
    - i. Two breaches were noted in the original bund constructed to store run off water in the bottom gateway of the field and these had been repaired using sand bags. The Rivers Trust had paid for the construction of the bund with funding from Coca Cola;
    - ii. It was agreed that further works were needed and it was suggested that a sediment trap be built in the corner of the field;
    - iii. The Environment Agency had become involved because the silt going into the river was reported as a pollution incident;
    - iv. The gullies had subsequently been cleared out by Bagnall Morris and a request would be made to Highways to clean out the catch pits.
- 15. Highways Matters: To agree reporting of highway related matters.
  - a. It was noted that Highways matters would now be reported via NCC Highways reporting portal by the Clerk which would facilitate more effective monitoring and follow up;
  - b. It was agreed that the clerk would report the very poor condition of Low Road (see Post Log);.

- c. It was noted that the roads in the village had not been swept for some time and Cllr Bensly agreed to follow this up as it was a borough council matter.
16. Kissing Gate (Footpath No 6 Staithe Road/Riverbank) To consider options for replacement
- a. It was noted that no-one had quoted for the replacement of the gate although this had been advertised in the newsletter.
  - b. A quotation had been received to replace the kissing gate with a field gate although there would be a slight difference in size albeit machinery would still get through;
  - c. It was proposed by Cllr Barker and seconded by Cllr Clift that the quotation from Discount Fencing for a new field gate of £395 plus VAT be accepted and this was unanimously agreed by all councillors.
17. Matters dealt with since last meeting
- a. 12th February. Telephone enquiry to clarify minutes of meeting 4th September 2018. Noted.
  - b. 24th January. Email concerning traffic accident Martham Road. A request had been made again to ask NCC to reduce the speed limit on this stretch of the road. However, it was noted that there was no evidence that the accident had been caused by speeding vehicles and that there had been temporary traffic lights there at the time. It was agreed that no further action or comments would be made.

18. Correspondence

*Comments in italics represent actions agreed at the meeting.*

Date	Sender	Details	Action Taken/to be Taken
16.1.20	Norfolk Constabulary	Nov/Dec newsletter	Circulated
16.1.20	Michael Hewitt	Snap meeting agenda	Circulated
16.1.20	Sue Stephenson	Hickling Update	Circulated
20/1/20	Cllr Galer	Updated plans for Market Place GY	Circulated
20/1/30	NALC	Bulletin	Circulated
22/1/20	NCC	Dark Skies Festival	Circulated
27/1/20	GYBC	Consultation on North Quay	Circulated
28.1.20	Cllr Bensly	GYBC Handyman service	Circulated
28.1.20	Keep Britain Tidy	Campaign details	Circulated
31.1.20	BA	Notice of Flood Risk Consultation. Deadline for comments 4pm 4th March 2020	Circulated
5.2.20	Electoral Commission	Extending consultation period	Circulated
5.2.20	GYBC	Consultation North Quay regeneration	Circulated
5.2.20	BA	Parish Forum 18.3.20	Circulated
11.2.20	BA	Monthly briefing	Circulated

11.2.20	GYBC	Press briefing re rates	Circulated
17.2.20	BA	Broads Society February newsletter	circulated
21.2.20	Cllr Galer - GYBC	Various press releases	circulated
21.2.20	Cllr Hanton - NCC	Various press releases	circulated
26.2.20	Somerton Resident	Low Road maintenance and repair	Circulated. <i>It was proposed by Cllr Jones, seconded by Cllr Crane and agreed by all Councillors that the clerk report this matter to NCC Highways.</i>
28.2.20	GYBC	Final draft Local Plan Part 2	circulated
28.2.20	Norfolk Accident Rescue Service	Further information	circulated
28.2.20	BA	Briefing	circulated
2.3.20	Cllr Hanton	Coronavirus advice	circulated
3.3.20	2 residents	Response to BA Flood Risk draft Planning document	circulated
28.2.20	Jan Austin	Resignation as a trustee of Somerton Staithe Trustees	<i>The Chairman thanked Jan for her work as a trustee. A new trustee would need to be appointed and this would be advertised in the newsletter and a notice put on the notice board</i>
28.2.20	GYBC Planning	Planning issues 3 Horsey Road refurbishment	<i>Circulated. It was noted that retrospective planning permission for the new cladding would have to be sought from the Broads Authority</i>
	<i>Cllr Starling</i>	<i>Requested that First Bus Include Somerton in its bus timetable.</i>	
	<i>Staithe and Boat Dyke Trustees</i>	<i>Possible data protection incident.</i>	<i>The Chairman read out 2 statements. No further action required.</i>
	<i>Chairman of Trustees</i>	<i>Resignation</i>	<i>Mr Barker read out his formal resignation as Trustee and Chairman of the Staithe and Boat Dyke Trust which he would send to the clerk.. Since 2 trustees had now resigned, rendering The Staithe and Boat Dyke Trust inquorate, there could be no meeting in April. If necessary the Parish Council would call a special meeting before its May meeting to appoint 2 new trustees but in the meantime would have to take over the running of the Trust. Thanks were given to the Brian Barker for all his help and hard work over the years..</i>

19. Items for next agenda  
a. Election of 2 Staithe Trustees

- b. Repairs and maintenance of Low Road
  - c. Highways' matters
20. Date of next meetings 5th May 2020. This would be both the Parish Meeting and the Annual Parish Council Meeting.

The Chairman declared the meeting closed at 20.51

Appendix 1

Broads Flood Risk Supplementary Planning Document Consultation  
Response from Somerton Parish Council

Somerton Parish Council met on the 3<sup>rd</sup> March 2020 and agreed the following response to the consultation;

1. The Parish Council supports the main purposes of the plan to increase awareness, advice to developers and to maintain high standards of design.
2. The plan should state that not all areas of the Broads have detailed hydraulic information and the Environment Agency acknowledges these limitations. The Broadland Futures Initiative minutes of their 21 October 2019 meeting (Note 6 A.O.B.) state "The need to establish the true picture regarding the functional floodplain" and, furthermore, "The need for up to date and accurate land levels especially between the Broads and the Coast". The planning document should include these references to reflect the current position especially section 5.8. Functional Flood Plain. The Environment Agency recognise the need for more detailed surveys and they intent to publish an online public consultation regarding Broadland flood modelling in coming months. Until these surveys are completed the document should state that "the extent and efficiency of the Functional Flood Plain has yet to be established" This would be in line with current Environment Agency information.
3. The Coast (5.9) You mention, in relation to the local sea defences, hold the line up to 2055, that this is dependent on the option continuing to be technically and economically deliverable and over time other options may be investigated such as possible managed realignment on a retired line of defence further inland. The Broads Authority is not, according to the Environment Agency, a risk management authority under the Coast Protection Act and therefore Somerton Parish Council considers that the document should not include speculations on what might or may be investigated since the Authority is not qualified to make such statements. These references should therefore be removed or attributed to a body which is qualified.

Richard Starling  
Chairman – Somerton Parish Council      Date: 4th March 2020