

SOMERTON PARISH COUNCIL

Notice of the ANNUAL PARISH COUNCIL meeting to be held on 5th July 2022 at
The Village Hall, Cottage Road, Somerton at 7.00pm.

28th June 2022

Dear Councillor,

Your attendance is required at the **Annual Meeting of the Parish Council** to be held on
Tuesday 5th July 2022 at 7.00pm in The Village Hall, Cottage Road, Somerton.

Members of the press and public are cordially invited.

Kate Martin-Smith

Kate Martin-Smith
Clerk

AGENDA

1 Minutes.

To receive and approve the Full Council minutes dated 3rd May 2022.

2 Apologies

To consider and approve apologies for absence.

To welcome the new councillor

3 Declarations of Interest.

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interest Interests form. You must declare the interest and leave the room while the matter is dealt with.

You have a Personal Interest in a matter to be discussed if it affects

- Your well being or financial position.
- That of your family or close friends.
- That of a club or society in which you have a management role.
- That of another public body of which you are a member to a greater extent than others in your Parish.
- You must declare a personal interest but can speak and vote on the matter.

Whenever you declare an interest you must say why the interest arises, so that it can be included in the minutes.

4 Public Speaking.

4.1 County Councillor James Bensly

4.2 District Councillors; James Bensly and Noel Galer.

4.3 Police Representative.

4.4 Public. Members of the public are invited to address the Council on matters on the Agenda only. In accordance with Standing Orders no longer than 5 minutes per person and 15 minutes shall be allowed for this item.

Clerk: Kate Martin-Smith

Postal Address: 18 Hemsby Road, Martham, Great Yarmouth, NR29 4QG

Tel: 07513 093188 Email: clerksomerton@gmail.com

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5 Matters for reporting from previous meetings.

No decisions may be taken under this item.

- 5.1 Coronation Lane/Mill Lane Permissive Path – we have emailed and had feed back that there is health and safety issues as this was designed for engineers to access the wind turbines and not for the public, although still no response from EcoTricity directly, the wind turbine owners
- 5.2 Amendments to procedures and policies as agreed at the last meeting. To upload to the website.
- 5.3 Polling cards – not required due to sole candidate. No costs incurred. Item closed
- 5.4 Fence / access at ruined church – conditionally approved

6 Planning.

- 6.1 To consider consultee response to planning applications received from Great Yarmouth Borough Council and The Broads Authority.
 - 6.1.1 06/22/0505/PAD – Coronation Farm Bloodhills Road Somerton Great Yarmouth NR29 4DU - Prior approval application for erection of new steel framed agricultural store 10.7m x 7.9m x 6.8m
 - 6.1.2 06/22/0311/LB – Burnley Hall Estate, Dark Lane, East Somerton, Great Yarmouth, NR29 4DZ – Construction of a pavilion building incorporating a swimming pool with a basement plant room, and associated landscaping. Has this been approved as per planning procedure
- 6.2 To receive notification of any decisions taken by Great Yarmouth Borough Council and The Broads Authority.
 - 6.2.1 BA/2022/0079/HOUSEH – Staithe Cottage, The Staithe, West Somerton, Somerton – Restore cottage. Rear extension. Replace garage & construct garden room.
APPROVED

7 Administrative Matters.

- 7.1 Authority to Clerk to update correspondence address where needed
- 7.2 To consider anti-virus for the laptop of £20 p/a
- 7.3 To note insurance has been renewed for £349 (NB we were tied into this policy until 2023 so we could consider getting quotes next year).
- 7.4 Bank account – to consider moving to Unity bank account so we can access online banking, can log payments and two councillors can approve and mandate for changing Barclays address
- 7.5 To consider additional finance training from Sarah Hunt/ Kate Martin-Smith
- 7.6 To approve unaudited accounts
- 7.7 To approve bank reconciliations February – May 2022
- 7.8 To consider any maintenance requirements for parish council assets.
- 7.9 Poor's Land charity – Appointment of Trustees at September meeting (role of Parish Council)
- 7.10 Staffing committee – programme of training, appointment of new members, date of next meeting

8 Financial.

- 8.1 Donation to The Lion for defibrillator electricity – it has been requested that SPC pay the £25 donation paid in previous years but VH, as they believe it is a cost which should come from the Parish Council from 2023 onwards

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8.2 To agree payments:

	Nett	vat	total
	£		
Somerton Village Hall – Hall hire			
Ink cartridge	£11.99		£11.99
Stamps	£5.70		£5.70
Broadland computers – Computer repairs	£93.33	£18.67	£112.00
Kate Martin-Smith – Mobile Phone (paid)	£69.00		£69.00
Kate Martin-Smith – May Salary (paid)	£250.47		£250.47
Kate Martin-Smith – June Salary	£250.47		£250.47
Insurance renewal (paid)	£349.36		£349.36
Ross Bird – Grass cutting April-May 2022	£390.00		£390.00
Mrs Sarah Hunt – Locum Clerk - deferred to April 2023	£445.00		£445.00

9 Policies.

To review and adopt the following Policies:

- 9.1 Grants and Donations Policy
- 9.2 Appointments to outside bodies.
- 9.3 Chairman Protocol.
- 9.4 Induction pack/guidance for Councillors
- 9.5 Staffing Committee membership
- 9.6 Document retention policy.

10 Correspondence

Flegg CLT	Letter	They have instructed an independent consultant to do some site appraisals and that they would be grateful for any site recommendations	For information.
James Bensly	Email	Road Safety Community Fund (RSCF) - information on the process and next steps involved and explains developing road safety ideas.	For information.
Hemsby Parish Council	Email	Hemsby Neighbourhood Plan Pre-Submission Regulation 14 Consultation	For information.
Great Yarmouth Borough Council	Email	Work has started on preparing a new Local Plan to replace the existing Core Strategy and Local Plan Part 2.	For information

11 Date of next meeting:

Tuesday September 6th 2022 at 7pm, Village Hall – PARISH COUNCIL Meeting.

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