

SOMERTON PARISH COUNCIL

FINAL Minutes of the MEETING OF THE PARISH COUNCIL meeting held on 6th September 2022 at The Village Hall, Cottage Road, Somerton at 7.00pm.

Present: Cllrs J Clift, R Starling, R Walters (Chair), I Wright

Clerk: Kate Martin-Smith

Cllr James Bensly and 1 member of the public was present.

1 Apologies

To consider and approve apologies for absence – apologies received from Cllr D Crane, Cllr T Jones and Cllr K King

2 Declarations of Interest.

None.

3 Public Speaking.

3.1 Cllr James Bensly thanked Cllr R Startling for all the exceptional help and all he has done for the local community during his time as chair of the Parish Council.

Cllr J Bensly attended the Somerton Fete and commented that it was a great success, with great community spirit.

On behalf of GYBC Cllr J Bensly updated the council on recent Gay Pride march, the new Marina swimming pool opening, the Heritage Day opening coming up and the opening of a new tea room at Gorleston Crematorium to be used by mourning friends and family. On behalf of NCC Cllr J Bensly wanted to raise awareness of suicide prevention day and the resources available, mobile library consultation, and that there are changes to the highway code.

3.2 District Councillor Noel Galer. Not present

3.3 Police Representative. None present.

3.4 Public – no comments

4 Minutes.

The Extraordinary Council minutes dated 16th August 2022 amendments were proposed by Cllr R Starling and seconded by Cllr J Clift. Minutes were then AGREED proposed Cllr I Wright and seconded Cllr R Starling.

5 Matters for reporting from previous meetings.

5.1 Coronation Lane/Mill Lane Permissive Path – a response has been received from EcoTricity wind turbine owners, due to members of the public not being covered by the insurers for injuries, such as ice falling from the turbine blades, they cannot let the track be used as a permissive path – Cllr R Walters to recontact EcoTricity to find out further details such as, if it was due to the track being in a certain vicinity of the turbine as the adjoining footpath is close to the turbine also. Also, to see if access next to the hedges is acceptable as would be further from the turbine and to mention that the lane has been unofficially used by members of the public for over 20 years.

5.2 Fence/Access at ruined church – GYBC and Highways have been contacted but with little progression so far, to recontact GYBC and copy Cllr J Bensly into the email. To also enquire if the new fencing on the south side if the wooden bollards are now on highways land and if so, who is liable to any damage or injuries caused by them and if they should be removed.

5.3 Anti-virus and website updates – to arrange with Cllr K King – it has been suggested that links to the documents may be more aesthetically pleasing than the whole document itself.

5.4 Policies have been successfully updated on the website.

6 Planning.

6.1 To consider consultee response to planning applications received from Great Yarmouth Borough Council and The Broads Authority.

Clerk: Kate Martin-Smith

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

Tel: 07513 093188 Email: clerksomerton@gmail.com

SOMERTON PARISH COUNCIL

FINAL Minutes of the MEETING OF THE PARISH COUNCIL meeting held on 6th September 2022 at The Village Hall, Cottage Road, Somerton at 7.00pm.

- 6.1.1 06/22/0521/F – Coronation Farm Bloodhills Road Somerton Great Yarmouth NR29 4DU - Proposed farm vehicle storage shed - application is lodged with GYBC – no objection. To include Dark skies clause as standard.
- 6.2 To receive notification of any decisions taken by Great Yarmouth Borough Council and The Broads Authority.
- 6.2.1 06/22/0505/PAD – Coronation Farm Bloodhills Road Somerton Great Yarmouth NR29 4DU - Prior approval application for erection of mew steel framed agricultural store 10.7m x 7.9m x 6.8m – WITHDRAWN - noted
- 6.2.2 06/21/0016/F - 9 Collis Lane East Somerton Somerton NR29 4DT - Proposed discharge of condition 3 of pp - Biodiversity enhancement plan – Conditionally Approved - noted

7 Administrative Matters.

- 7.1 Poor's Land Charity –
 - 7.1.1 To consider proposing more than two Trustees if we have more than two applicants – only two applicants so not applicable.
 - 7.1.2 To elect Poor's Trustees – Penny Beard and Pauline Burkitt were duly elected as Poors Trustees.
- 7.2 Bank account update – Mandates and change of correspondence address have been requested,
- 7.3 To advise latest position with regard to storage of minute books – Norfolk Records have been contacted and guidance has been received. Clerk, Cllr Walters and Stephanie Whitehouse to meet at Village Hall on 7th September to review records and to consider what can go to Norfolk Record Archive.
- 7.4 Staffing Committee - Cllr J Clift was elected chair – proposed Cllr J Clift and seconded Cllr R Walters, Clerk appraisal to be scheduled after clerk has been employed for nine months. Target setting to be scheduled for September 2022.

8 Financial.

- 8.1 To agree payments:

	Nett	vat	total
Somerton Village Hall – Hall hire	£tbc		
Clerk Wages – July/August 2022 Salary	£500.94		£500.94
Clerk Wages – September 2022 Salary	£250.47		£250.47
Ross Bird – Grass cutting – July – August 2022	£292.50		£292.50
Mrs Sarah Hunt – Locum Clerk - deferred to April 2023	£445.00		£445.00

RESOLVED to make the above payments – Proposed Cllr J Clift, seconded Cllr R Starling.

- 8.2 Considerations for setting 2023/2024 budget:
 - 8.2.1 Quotes for grass cutting – notice that the grass cutting is to go out to tender to be placed on the notice board and website. To contact other local Councils to see who does their Grass Cutting
 - 8.2.2 Quotes for insurance next year
 - 8.2.3 Election costs – to contact GYBC for guidance
 - 8.2.4 Clerk and councillor training costs – Cllr J Clift advised that the minimum budget for training should be £300 to £350.
 - 8.2.5 Clerk wages increase enquiries to be made
 - 8.2.6 Increase of reserves
 - 8.2.7 Other anticipated expenses – none suggested

9 Policies.

- 9.1 Record retention policy – confirm costs of Norfolk Archives if there are any costs incurred with archiving, to check with insurers if we can store records at the VH and unanimously agreed that records should be archived every two years. To be considered for acceptance in November meeting.

Clerk: Kate Martin-Smith

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

Tel: 07513 093188 Email: clerksomerton@gmail.com

SOMERTON PARISH COUNCIL

FINAL Minutes of the MEETING OF THE PARISH COUNCIL meeting held on 6th September 2022 at The Village Hall, Cottage Road, Somerton at 7.00pm.

- 9.2 Grants and Awards policy was AGREED with proviso to remove the upper limit and to restrict grants to the Community Fund. Applications to be received minimum of 10 days prior to next PC meeting.

10 Correspondence

- 10.1 To advise the availability of Jubilee trees to councils and public
- 10.2 To agree date for autumn Litter Picking. To agree organisational requirements – Cllr R Walters to arrange for 24th September and to contact previous volunteers. The costs for additional PPE and equipment to come from the Community Fund – unanimously agreed. Clerk confirmed volunteers covered by insurers public liability.
- 10.3 Low road vehicles use safety issues – to contact WPC to request working together to highlight the fact to the council about road signs being too small and not visible enough. To copy Cllr J Bensly into email.

11 Date of next meeting:

Tuesday November 1st 2022 at 7pm, Village Hall.

Next Agenda:

- 2023/2024 Budget
- 2022/23 meeting dates
- Appraisal
- Footpaths – To ask Southern end of Hemsby to open the footpath, Somerton footpath 8 has closed, can we get it reinstated
- Broadlands Future Initiative Workshop

The meeting closed at 8.27pm

Signed:

Dated: