

**Minutes of the Annual Meeting of Fleggburgh Parish Council held on
Thursday 16th August 2018 at 7.30pm in Fleggburgh Village Hall.**

Present: June Pratt (Chair)
Jean Lindsay (Vice-Chair)
Barry Hall
Keith Osborne
Andrew Peake
Alan Greenwood
Shaun Hacon
John Lindsay
Catherine Fletcher, Clerk

Also present: Chairman of the Broads Authority, Borough and County Councillor Haydn Thirtle,
10 members of the public.

1. Public Forum

A member of the public asked if there could be white lines added to the road on the corner between Town Road and Tower Road. It was suggested by the Chair that this could be put forward to the Highway Ranger. County Councillor Hayden Thirtle suggested he could contribute to the cost of this.

Chairman of the Broads Authority, County and Borough Councillor Haydn Thirtle gave his report:

From 20th August 2018 Great Yarmouth Borough Council will be consulting on planning areas. The *GYBC Draft Local Plan Part 2* will be available online from the start of the consultation. Page 224 onwards relates to the Fleggburgh area.

Great Yarmouth Borough Council will soon begin building 56 houses at Beacon Park.

The Glover Review is currently carrying out a review of all National Parks. It is possible the area within the Broads Authority may be expanded as a result of this review.

2. Apologies for absence were accepted from Councillor Daniel Forde-Pogson

3. Declaration of Interest

Councillor Andrew Peake declared a personal interest in items 7.a.i and 7.a.ii

Councillor Barry Hall declared a pecuniary interest in item 9.b.iii

Councillor John Lindsay declared a personal interest in item 7.a.ii

4. The minutes of the meeting held Thursday 21st June 2018 had been circulated and were **AGREED** as a true record.

5. The clerk's monthly report had been circulated and was noted.

6. Matters arising from the minutes not covered elsewhere on the agenda

- a. Zurich Municipal have confirmed that as the clock is not owned by Fleggburgh Parish Council, paying an honorarium towards it's winding does not impact on the parish council's public liability insurance.

7. Planning

a. Planning Decisions

Councillor Andrew Peake leaves the room.

- i. 06/18/0387/O Tretts Lane/Rollesby Lane (land on corner) Fleggburgh Great Yarmouth – Proposed residential development of 3 detached houses with detached garages.

SUPPORTED whilst noting the lack of affordable housing in the Parish, concern that this development is not in keeping with the rest of the area and a lack of information on the application in relation to Tree Preservation Orders.

Councillor John Lindsay leaves the room.

- ii. 06/18/0400/F Main Road, Lilac Cottage, Billockby – Proposed detached double garage.

SUPPORTED

Councillors Andrew Peake and John Lindsay return to the meeting.

- iii. 06/18/0437/PAD 2 Mill Lane, Broiler Farm, Fleggburgh, Great Yarmouth – Prior approval for a proposed change of use of Broiler House to 5 dwellings whilst retaining the remainder of the building for agricultural storage.

OBJECTED as outside the village development plan and situated at some distance to local amenities.

- b. Applications Received sine 9th August 2018 – NONE
- c. Planning Decisions
 - i. Approval of 06/18/0310/F Willow Banks, Fleggburgh Great Yarmouth – Single Story front extension, was noted.

8. A Correspondence list had been circulated and a copy is attached to the minutes.

An invitation from the Royal Air Forces Association for the Annual Service of Remembrance and Celebration of the Battle of Britain and the RAF centenary year, at Great Yarmouth Minster on Sunday 16th September 2018 at 6:30pm was read out. Chair June Pratt, Vice-Chair Jean Lindsay, Councillor Alan Greenwood and Councillor Barry Hall will attend.

The Chair reported, following a complaint she visited the owners of the hedge on Rollesby Road and was informed the hedge is to be removed. The Chair also spoke to Dr Rogers regarding overhanging trees on his property.

9. Finance

- a. The bank reconciliations to the end of June and July 2018 had been circulated and was noted.
- b. Nine accounts were prepared for payment:

i.	S Holland	Salary	£193.57
ii.	NPTS	Training	£300.00
iii.	B Hall	Fencing	£52.32
iv.	Fleggburgh Primary School	Norfolk Day	£11.09
v.	Winterton Marine Cadets	Donation	£70.00
vi.	Judith Gilbertson	Norfolk Day	£84.48
vii.	C Fletcher	Salary	£22.48
viii.	C Fletcher	Expenses	£5.00
ix.	Zurich Municipal	Insurance Premium	£255.54
- c. The one invoice received since 14th June 2018 and prepared for payment:

i.	URM	Glass Recycling	£10.80
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Clerk

Councillor Barry Hall abstained from the vote.
All ten invoices were approved for payment.

10. To ratify the appointment of the new Clerk to the Council

It was **AGREED** to send a letter of thanks for Sue Holland for all her work as Clerk to the Council.

It was proposed by Cllr Alan Greenwood and seconded by Vice-Chair Jean Lindsay to ratify the appointment of Catherine Fletcher in the new clerk role supported by training as agreed at the interview by the delegated councillors. **AGREED** by vote, 7 in favour.

11. To consider allocation of Parish Councillor Responsibilities

Councillor Keith Osborne and Catherine Fletcher (Clerk) plan to meet in the next few weeks to discuss plans for the website.

Other areas of responsibility that could be allocated to Parish Councillors are footpaths and Fleggburgh playground, to be discussed later in the meeting.

12. Training for Councillors

Chair June Pratt will attend the *Chairman Leadership Skills* course in November. Proposed by Councillor Keith Osborne, Seconded by Vice-Chair Jean Lindsay, **AGREED** all in favour.

Councillor Keith Osborne reported that the Councillor training received had not been of great benefit. He felt if all councillors continued to be familiar with the Parish Council's Standing Orders and Code of Conduct, there should be no need of further councillor training.

13. Public Footpaths

Councillor Shaun Hacon reported the new footpath cutting programme proposed by Sarah Price from Norfolk County Council. The new programme will reduce the overlap between the Norfolk County Council contractor and the contractor of Fleggburgh Parish Council. It will mean an increase of NCC cutting on some footpaths, but overall will lead to a decrease in the meterage cut by Norfolk County Council.

It was proposed that the new cutting plan from Norfolk County Council is accepted and a meeting planned to arrange the cutting programme for next year. Proposed by Councillor Barry Hall, seconded by Councillor Shaun Hacon, **AGREED** 7 in favour, Councillor Andrew Peake abstained.

Councillor Shaun Hacon accepted the role of **Footpath Warden**.

14. Asset Register

Chair June Pratt reported that Great Yarmouth Borough Council have confirmed the bus shelter in Fleggburgh is their property and should be maintained by GYB Services.

It was noted there is money available from the Transparency Fund for the Parish Council to buy a printer. The Clerk will look into this and report back.

15. Litter Picking

Councillor Keith Osborne reported on the recent litter pick along the Main Road in Billockby and Clippesby and the connecting Loke. 11 sacks of rubbish were collected. The high visibility jackets had been supplied by County Councillor Haydn Thirtle. Great Yarmouth Borough Council supplied the litter picking equipment and sacks and disposed of the sacks once the litter pick had been completed.

Councillor Keith Osborne reported they hope to hold another litter pick, this time along the Main Road in Fleggburgh in October.

16. Norfolk Day

Vice-Chair Jean Lyndsay reported that Norfolk Day had been a success. It had been opened by the Mayor and a marching band. Families had brought picnics, there had been eye-catching displays in the hall, an exhibition in the church and a range of donated cakes. Vice-chair Jean Lyndsay expressed her gratitude to Fleggburgh Parish Council and the Village Hall Committee for their support.

17. To consider request for a floral display at St Margarets Church Fleggburgh

It was **AGREED** Chair June Pratt and Vice-Chair Jean Lyndsay will arrange the display.

18. To consider an application to the Parish Partnership Scheme

Chair June Pratt reported it may be possible to apply to the Parish Partnership Scheme to extend the current car park at Fleggburgh Village Hall. Funding up to £25,000 may be available. This project would work in conjunction with moving the current playground to the field behind Fleggburgh Village Hall.

Chair June Pratt will share a more detailed proposal at the next meeting.

19. There But Not There project

Councillor Alan Greenwood reported on the There But Not There project. The parish will receive one silhouette to be placed in one of the Parish's churches.

Councillor Alan Greenwood proposed up to £250 be allocated to buy and engrave 21 acrylic plaques to remember the 21 members of the Parish who died in the First World War. Each plaque to cost £10 plus postage and packing. Seconded by Councillor Barry Hall. **AGREED** by vote, 6 in favour.

20. Fleggburgh Playground

Councillor Shaun Hacon reported it has been confirmed that the fence around the playground is the property and responsibility of Fleggburgh Parish Council. Councillor Hacon suggested the fence should be replaced and the position of the entrance gate moved away from the junction. Councillor Hacon also reported that there needs to be an update of the current playground equipment to appeal to a wider age range.

It was **AGREED** Councillor Shaun Hacon will make initial contact with the Lottery Fund to investigate the possibility of funds to update the playground equipment, and will research costs for replacing the fencing.

21. Highway Ranger Visit

The following issues will be reported to the Highway Ranger:

- The Church sign at Clippesby on the Repps Road is bent round.
- The Footway between St Marargets Road and Town Road in Fleggburgh needs to be cleared.
- Speed signs on the Main Road in Fleggburgh between Ruggs Lane and the Primary School are currently covered.
- The footway on the Main Road, Billockby needs to be cleared.
- The National Speed limit sign on Tower Road, Fleggburgh is defaced.
- The Footpath sign on Rollesby Road, Fleggburgh is snapped and needs to be reset.

22. Repairs, defects and other maintenance requests

Chairman June Pratt reported the Notice Boards in the Parish need renovation or replacement. It was **AGREED** this will be looked into and discussed at the next meeting.

It was reported Councillor Barry Hall had tidied up the Bus Shelter. It is now known that this is the responsibility of Great Yarmouth Borough Council. The condition of the roof will be reported.

23. Other Matters

Councillor Keith Osborne enquired if it was known who owns the land marked as playground, Main Road, Billockby. It is believed to be owned the Alston family. The hedge and footpath here need to be cut. Chair June Pratt will contact the Alston family.

24. Report from the Village Hall Committee Meeting

Councillor John Lindsay reported:

- a. WiFi would be beneficial to many users of the Village Hall. Councillor Andrew Peake suggested the local surgery may be happy to contribute to the costs. It was **AGREED** to discuss at the next meeting with a clear idea of costs.
- b. It was **AGREED** Fleggburgh Parish Council will support the defibrillator training once a suitable training organisation has been agreed.

It was noted that there will only be three more issues of *Informal* before its publication ends, though it is hoped there may be an online version available in the future.

25. Items for the next Agenda

- Defibrillator training
- Building site signage
- St Marys Church, Fleggburgh
- To confirm meeting dates for January – March 2019

26. Date of next Parish Council meeting had been arranged for Thursday 27th September 2018

There being no further business the Chairman closed the meeting.