

**Minutes of the Meeting of Fleggburgh Parish Council held on
Thursday 17th January 2019 at 7.30pm in Fleggburgh Village Hall.**

Present: Jean Lindsay, Chair
Francesca Dockerty
Alan Greenwood
John Lindsay
Shaun Hacon
Keith Osborne
Andrew Peake
Catherine Fletcher, Clerk

Also present: 8 members of the public, Haydn Thirtle Chair of the Broads Authority, County Councillor and District Councillor;

1. Public Forum

Haydn Thirtle, Chair of the Boards Authority, County Councillor and District Councillor spoke the meeting. He reported that an investigation into the road safety of Acle Bridge and near by junctions has been financed and will report back. The report may result in a reduction in the speed limit.

A member of the public requested an apology from Cllr. Peake regarding comments previously made relating to the handover of council files. Cllr. Peake apologised for misunderstanding the situation. The member of the public thanked Cllr. Peake.

2. To receive and approve apologies for absence

Apologies were accepted from Cllr. Hall and Cllr. Pratt.

3. Declarations of interest for items and applications for dispensations

Cllr. Peake declared a personal interest in item 6.a)i.

4. To approve the minutes of the meeting held Thursday 20th December 2018

The minutes of the meeting of Thursday 20th December 2018 had been circulated and were agreed as a true record. Proposed by Cllr. Osborne, seconded by Cllr. Dockerty, **AGREED** 6 in favour.

5. To receive and note the Clerk's monthly report

The Clerk's report had been circulated and was noted.

6. Planning

a. Applications Received

Cllr. Peake left the room.

i. 06/18/0717/O

Residential development to provide 4 no plots for detached houses and garages.
Beech House, Main Road, Fleggburgh

The council **supported** this application whilst noting concerns regarding access onto the road. Proposed by Cllr. Osborne, seconded by Cllr. Greenwood, **AGREED** 5 in favour, 1 against.

Cllr. Peake returned to the room.

ii. 06/19/0001/F

2 story side, single storey rear, extensions. 3 Gate House Close, Fleggburgh

The council **supported** this application whilst noting concern about the loss of Affordable Housing in the village. Proposed by Cllr. Osborne, seconded by Cllr. Greenwood, **AGREED** 5 in favour, 2 against.

- b. Applications Received since 10th January 2019
None
- c. Planning Decisions received since 10th January 2019
None

7. Correspondence – To consider and respond to the following correspondence:

- a. Phone call regarding parking on St. Margarets Way and request for marking bays on the road.
The council requested more information as they were unclear if marking bays on the road would address the issue.
- b. Items received since 10th January 2019
None

8. Finance

- a. To note Bank Reconciliation to 31st December 2018
The bank reconciliation to 31st December 2018 had been circulated and was noted.
- b. To note Accounts to 31st December 2018
The accounts to 31st December 2018 had been circulated and were noted.
- c. It was noted that the donation to Norfolk CAB agreed in item 17 of the minutes for the meeting of 20th December 2018 will be a **£137** payment.
- d. Three accounts were approved for payment:

i. C Fletcher	Salary for December 2018	£236.04
ii. C Fletcher	Overtime for Nov 2018	£97.45
iii. CAB	Donation £137	£50.00

All accounts were approved for payment. Proposed by Cllr. Peake, seconded by Cllr. Osborne, **AGREED** all in favour.

- e. To approve payment of invoices received since 10th January 2019
None received.

Cllr. Hacon noted that it an honorarium for the winding of the clock had previously been agreed, but not paid. To be investigated by the clerk.

9. Highways

- a. To receive any updates regarding the B1152

It was noted an email had been received from NCC Highways asking concerned residents to contact NCC Highways directly about any concerns regarding the safety of the road.

10. Clerk Recruitment

Cllr. Jean Lindsay reported a strong application for the position of clerk had been received.

11. Fleggburgh Playground

- a. To agree to the replacement of the playground fence and gate.

It was agreed in principle to replace the fence and gate around Fleggburgh playground with a budget of up to £10,000, subject to considering three quotes for the work. Proposed by Cllr. Jean Lindsay, seconded by Cllr. Hacon, **AGREED** all in favour.

Cllr. Hacon to present three quotes for the gate and fencing, the cost of removal of the current fence and gate and the installation of the new fence and gate at the next meeting, 28th February 2019.

12. The Poor's Trust To receive any updates regarding the Poor's Trust and consider a response.

It was noted a letter had been received from the Poor's Trust.

Cllr. Jean Lindsay congratulated Cllr. Greenwood on being appointed as a trustee.

Cllr. Osborne queried if the council were clear about how trustees are appointed.

13. To note the date for the 2019 Annual Parish Meeting

It was noted the date for the Annual Parish Meeting will be Thursday 23rd May 2019

14. Asset Register

It was agreed to add the following items to the asset register:

- Fleggburgh village sign
- Clippesby village sign
- Multisport court
- Fence around Fleggburgh playground

It was agreed to remove the Fleggburgh playground play equipment as this is owned by GYBC.

15. To discuss a Publication of Meeting Supporting Documentation Procedure

It was reported a note has been added to the website to request items for consideration by the council to be submitted to the clerk 48 hours before a parish council meeting.

16. Neighbourhood Plan

It was agreed the council supported the development of a Neighbourhood Plan. Proposed by Cllr. Jean Lindsay, seconded by Cllr. Greenwood, **AGREED** all in favour.

Cllr. Dockerty, Cllr. Osborne and Cllr. John Lindsay agreed to form a working group to begin work on this.

Cllr. Osborne will add information regarding this to the website and Great Yarmouth Mercury.

C.Cllr. Haydn Thirtle suggested contacting Rollesby Parish Council as they are part way through the process of developing a Neighbourhood Plan.

17. Conduct in meetings To consider how to maintain high standards of conduct at meetings

Cllr. Dockerty noted that it may be helpful to highlight expectations of behaviour at meetings and the sanctions for disorderly conduct. It was felt a copy of the relevant section of the FPC Standing Orders could be printed out and placed on the Planning Table for all to see at the start of the meeting.

18. Highway Ranger To record any issues that need to be reported to the Highway Ranger

The following were identified to be reported to the Highway Ranger:

- Broken bollard on Main Road, Billockby
- Overgrown verge and hedgerow encroaching on footpath on Main Road, Fleggburgh

19. Repairs, defects and other maintenance requests

a. Notice Boards

Cllr. Osborne to research quotes for replacing the three notice boards in the parish.

20. Items for the next agenda

- Neighbourhood plan update
- Quotes for replacing playground fence and gate

21. The date for the next meeting will be Thursday 28th February 2019

There being no further business the Chair closed the meeting at 9:00pm