

**Minutes of the Meeting of Fleggburgh Parish Council held on
Thursday 28th February 2019 at 7.30pm in Fleggburgh Village Hall.**

Present: June Pratt, Chair
Jean Lindsay, Vice-Chair
Francesca Dockerty
Alan Greenwood
John Lindsay
Keith Osborne
Andrew Peake
Jimmy Miller, Clerk

Also present: 5 members of the public, Haydn Thirtle Chair of the Broads Authority, County Councillor and District Councillor;

1. Public Forum

Haydn Thirtle, Chair of the Broads Authority, County Councillor and District Councillor spoke on issues that he had found the public were most concerned about. These issues included lack of affordable housing, lack of a shop, lack of pavements, speeding cars, and a poor bus service. He noted that from the survey he had carried out, people were happy to live in the parish.

He reported that two oak trees had been cut down on Tower Road. GYBC were aware of this. The trees were seriously compromised by the road and the ditch and were causing damage to the pavement.

He informed the meeting that the Marina Centre in Great Yarmouth is to undergo major improvements between the winter of 2019 and December 2021 at a cost of £26 million.

In a consultation, the third river crossing at Great Yarmouth is heavily supported by the public.

2. To receive and approve apologies for absence

Apologies were accepted from Cllr. Hall, Cllr. Hacon, and Gary May.

3. Declarations of interest for items and applications for dispensations

Cllr. Peake and Cllr. Dockerty declared a personal interest in item 7.a).

4. To approve the minutes of the meeting held Thursday 17th January 2019

The minutes of the meeting of Thursday 17th January 2019 had been circulated and were agreed by all councillors as a true record.

5. Clerk

a) Councillors unanimously ratified appointment of new Parish Clerk. Cllr. Peake wanted clarification that Clerk's role included that of Responsible Financial Officer and Proper Officer to the Council. Clerk confirmed this was the case.

b) Unanimous decision to send Catherine Fletcher a letter thanking her for her work as Clerk to the Council

c) Unanimous decision to send new clerk on Clerk Foundation Training at Local Government Public Advisory Service in Bury St Edmunds.

d) Cllr. Peak suggested Clerk doing ILCA, as well as the one-day course, and joining Society of Local Council Clerks before taking the CILCA qualification. Cllr. Peak proposed and Cllr. J. Lindsay seconded. Council voted unanimously in favour

d) It was agreed between the Council and the Clerk that a Training Contract would be drawn up where the Clerk would pay back a percentage of the costs for gaining the CILCA qualification if he left within a certain period. Clerk suggested that if he left within one year of qualifying, he would

pay back 70% of fees and if within two years, he paid back 35%.

6. To receive and note the Clerks' monthly report

The outgoing clerk's report plus the incoming clerk's report were noted.

Item 7a of outgoing clerk's report. Clerk to contact Highways.

New Clerk to get bank details changed to reflect address change.

7. Planning

a. Applications Received

Cllr. Peake and Cllr. Dockerty left the room.

i. 06/19/0025/O

Residential development of 2 chalet style houses with integral garages, Tretts Lane / Rollesby Road (land on corner), Fleggburgh.

The council **supported** this application whilst noting concerns regarding traffic coming onto Tretts Lane which is very narrow. Cllr John Lindsay said that there could be problems with tanker deliveries etc to the houses planned and felt that bigger entrances to the properties would be better for delivery lorries etc. Proposed by Cllr. Jean Lindsay, seconded by Cllr. John Lindsay, **AGREED** 3 in favour, 2 abstentions.

Cllrs Peake and Dockerty returned to the room.

b. Applications Received since 21st February 2019

None

c. Planning Decisions received since 21st February 2019

None

8. Nominations for Parish Council elections on 2nd May 2019

One area of concern is where people get their elector number from.

Clerk will put this information on the website and Cllr Osborne will put it in the Yarmouth Mercury.

9. The Poor's Trust

Cllr Greenwood stated that all correspondence received by the Poor's Trust had been answered.

Cllr Peake stated that he had received no answers to his questions.

Cllr Greenwood stated that the Poor's Trust is nothing to do with the Parish Council. This has been voted on. Cllr Greenwood wanted to know why Cllr Peake is requesting information on the Poor's Trust and signing off as a Parish Councillor.

Cllr Jean Lindsay stated that 3 people on the Parish Council are not in the Flegg area but in Clippesby. Therefore it's nothing to do with the whole parish.

Cllr Peake stated that the Parish Council exists to represent people in the parish. He stated that the Poor's Trust was acting contrary to the rules of their governing document.

Cllr Pratt argued that the Parish Council is not the platform for this issue.

Cllr Osborne stated that the Poor's Trust annual statements say that all trustees are appointed as required by the Parish Council but that this needs to be removed in future. Cllr Greenwood will get the reference to the Parish Council removed from Poor's Trust website.

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

One leaseholder requested that the Parish Council pay for fertiliser of land being leased from the Parish Council. In the lease contract, it stated that this was the responsibility of the leaseholder. Consequently, the request was denied and the Clerk would convey this information to the leaseholder.

11. Finance

- a. To note Bank Reconciliation to 1st February 2019
The bank reconciliation to 1st February 2019 had been circulated and was noted.
- b. To note Accounts to 31st January 2019
The accounts to 31st January 2019 had been circulated and were noted.
- c. Fours items were approved for payment:
 - i. C Fletcher Salary for January 2019 £258.52
 - ii. C Fletcher Salary for February 2019 £67.44
 - iii. C. Fletcher Unclaimed holiday pay 31st July 2018 – 8th February 2019 (11.1 hours) £124.76
 - iv. D. Forde-Pogson Honorarium for winding of clock £120.00All items were approved for payment. Proposed by Cllr. Greenwood, seconded by Cllr. John Lindsay, **AGREED** all in favour.
- d. To approve payment of invoices received since 21st February 2019
None received.

12. Highways

- a. To receive any updates regarding the B1152
Haydn Thirtle had received an e-mail from Jonathan Winnett from Highways and would circulate it to all in the Parish Council.

13. Fleggburgh Playground

Regarding fencing, all quotes are plus VAT.

Cllr Peake was concerned that, apart from one quote, the other quotes said nothing about what standard (BS1722) they were manufactured to.

Cllr Osborne said that any quote needs to include accreditation. He argued that we could build the standard into the order.

Cllr Peake argued that we should defer the decision.

Cllr Pratt said that the accreditation might be in other companies' standard T&Cs.

Cllr Osborne argued that it would be better if the installation and supply was from the same company to avoid problems but that the removal could be carried out by someone else.

Cllr Osborne questioned why the Playground needed a 1.8m high fence.

Cllrs Jean Lindsay and Pratt replied that it's due to safety and that the playground can't be policed with regard to ball games.

At the end of the discussion, there was no decision to order the fencing. More clarification would be required from suppliers regarding what specifications their fencing was made to.

14. Footpaths To consider writing to landowners

Cllr Pratt stated that one landowner had been reported to the Rural Payments Agency who said that all of their footpaths were acceptable.

Cllr Pratt stated that she didn't want the Parish Council to write to all of the landowners as there isn't a problem. It is therefore unnecessary.

Cllr Peake replied that the footpath was blocked when he complained. Cllr Osborne agreed.

Cllr Pratt stated that the Parish Council can't override what the Agency said.

Cllr Osborne felt that the Parish Council should write to landowners to remind them to make sure that paths are clear.

Cllr Jean Lindsay suggested putting something on the Parish Council website reminding landowners of their duty.

Cllr Osborne stated that this was already on the website.

15. Neighbourhood Plan To receive any updates regarding the Neighbourhood Plan.

Cllr Dockerty updated the Parish Council on this issue. She noted that Rollesby Parish Council contracted Smallfish to address the public to find out their opinions and what they agreed with.

She stated that the Parish Council needs to register with the OS Public Service Mapping Agreement and that this can be done online. Then the Parish Council can have access to maps to use for deciding a plan area. The Parish Council needs to decide if the community plan is for a specific area within the parish. If the Parish Council doesn't look at the whole parish, then it needs to go to both the Borough Council and the Broads Authority to get permission to do this.

Cllr Dockerty suggested we should look at the whole parish.

Cllr John Lindsay said the Parish Council would have to fund the plan initially until funding was gained.

Haydn Thirtle suggested collecting any questionnaires issued as this encouraged people to fill them in but also allowed doorstep discussions to build a richer picture than otherwise.

Cllr Dockerty told the Parish Council that she wanted to sign up to the OS Public Service Mapping Agreement. Cllr Pratt proposed this motion; Cllr Greenwood seconded. AGREED unanimously.

Cllr Dockerty will produce either an A5 leaflet or an A4 leaflet, whichever presents the information the clearest, with questions that people can respond to. Cllr Greenwood offered to print the leaflets/questionnaires once created.

The Clerk will look to see if there is an existing questionnaire in the original plan (2004).

16. Repairs, defects and other maintenance requests

a) Notice boards

Very expensive if oak construction; half that price if metal.

Cllr Osborne questioned whether the notice board at the village hall is in the right place.

At Billockby, the notice board is on the old reading room but it is uncertain who own the wall it is on.

Legally, does the Parish Council need 3 notice boards. Cllr Jean Lindsay said that we can't leave anyone out.

Cllr Osborne suggested that the Parish Council may want to move notice boards with regard to where people live in the parish

b) Football posts

The football posts on the field have been removed.

17. Items for next agenda

a. Notice Board

b. Playground and quotes for replacing fence and gate

c. Neighbourhood Plan update

d. Tea at meetings

18. Date of next Parish Council meeting: Thursday 28th March 2019

There being no further business the Chair closed the meeting at 9:28pm