

**Minutes of the Meeting of Fleggburgh Parish Council held on  
Thursday 28<sup>th</sup> March 2019 at 7.30pm in Fleggburgh Village Hall.**

**Present:** Jean Lindsay, Chair  
Francesca Dockerty  
Shaun Hacon  
Keith Osborne  
Andrew Peake  
Jimmy Miller, Clerk

**Also present:** 4 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. The biggest issue, at present, is the two oak trees that had been cut down on Tower Road.

He informed the meeting that a new school is to be opened in Great Yarmouth for children with special needs.

He also informed the meeting that a contractor has been appointed to construct the third river crossing at Great Yarmouth. A further £10 million is to be spent on roads in Great Yarmouth in conjunction with the third river crossing and the Vauxhall roundabout is to be improved.

He informed the meeting that the café at Acle bridge is opening again and the nearby toilets will be open the whole time.

One member of the public asked why the Clerk was claiming mileage expenses for meetings. The Clerk explained that his place of work on his contract was his home and that any travel on council business would be claimed. He also stated that he was asked at his original interview if he would claim travel expenses and he had stated that he would.

The same member of the public asked whether the fence around the play area is owned by the Parish Council. Cllr. Hacon replied that GYBC had checked and said that it is the Parish Council's. The member of the public said that there was no way that the fence was owned by the Parish Council.

Cllr. Peake said that Ted Bloom, a former parish councillor, had passed away. Fleggburgh Parish Council were very sorry to hear of Ted's passing.

**2. To receive and approve apologies for absence**

Apologies were accepted from Cllr. Hall, Cllr. Pratt, Cllr. Greenwood, and Cllr. John Lindsay.

**3. Declarations of interest for items and applications for dispensations**

None.

**4. To approve the minutes of the meeting held Thursday 28<sup>th</sup> February 2019**

The minutes of the meeting of Thursday 28<sup>th</sup> February 2019 had been circulated and were agreed by all councillors as a true record. Cllr. Jean Lindsay approved; Cllr. Osborne seconded.

**5. Clerk**

a) Clerk stated that he was intending to charge for use of home as office but only wanted to charge £10 per month. Also stated that he didn't want to have a dedicated printer but would be expensing printer cartridges etc to the Parish Council.

b) Clerk stated that current phone number of Parish Council was his own personal mobile number.

Asked the Parish Council for approval to purchase a cheap mobile phone as dedicated phone of the Parish Council. This was approved up to a value of £100 for a mobile phone.

c) Clerk gave positive feedback on Clerk Foundation Training at Local Government Public Advisory Service in Bury St Edmunds.

**6. To receive and note the Clerks' monthly report**

Clerk contacted Highways regarding parking on St Margaret's Way and they replied that it was a matter of for the police to enforce. However, if parking is on the piece between 25 and 27, then this is private and they were not sure who would be responsible.

Clerk had put information on the Parish Council's website on how to stand for election for Fleggburgh Parish Council in the forthcoming elections. Clerk also gave answers from GYBC to parish councillors to questions they had raised.

Clerk had contacted GYBC to confirm the precept for 2019-20. He had also signed up for ILCA and CILCA courses.

**7. Finance**

**a) Bank reconciliation to 1<sup>st</sup> March 2019**

Approved

**b) Accounts to 1<sup>st</sup> March 2019**

Approved

**c) To approve items for payment**

All items approved except LCPAS Clerk Training as invoice had not yet been received.

**d) Payment of £7.50 +VAT to URM for recycling.**

Approved subject to Clerk checking back through the accounts to double check this payment.

Cllr Peake proposed, Cllr Jean Lindsay seconded. Approved unanimously.

**8. Correspondence**

PKF Littlejohn had contacted Clerk regarding annual accounts and Clerk would be contacting them in early April.

**9. Planning**

**a. Applications Received**

**i. TP/30/8**

Application to fell two sycamore trees at 3, Trust Close, Fleggburgh due to decay, pathogen infection, and poor condition. Two new trees have to be planted to replace the trees with a minimum height of 2.4m.

The council supported this application unanimously. Clerk will convey this decision to GYBC.

**b. Applications Received since 21<sup>st</sup> March 2019**

BA/2019/0082/FUL

Erection of Portal Frame Building, Land Adjacent to West View Marsh Road Fleggburgh Norfolk NR29 3DE

Cllr Peake objected to the overbearing size of the shed and proposed that the Parish Council did not support the application. Cllr. Hacon proposed to approve the application but there was no seconder.

Concerns were raised and the Clerk will contact the Broads Authority to request an extension to the application period to allow the Parish Council more time to look at the application and make a decision.

- c. Planning Decisions received since 21<sup>st</sup> February 2019  
None

**10. Nominations for Parish Council elections on 2<sup>nd</sup> May 2019**

Clerk reiterated that closing date for nominations was 3<sup>rd</sup> April at 4pm.

**11. Neighbourhood Plan**

Cllr Dockerty updated the Parish Council on progress regarding the Neighbourhood Plan. She had gained quotes from a number of printing companies for the questionnaire and the best one was from Skippers for 470 A3 copies double-sided and folded for £118.50+VAT. Cllr Jean Lindsay proposed accepting this offer and Cllr Hacon seconded. All were in favour.

Cllr Osborne suggested getting 500 copies just to be on the safe side.

Cllr Osborne will put information regarding the Neighbourhood Plan on the Parish Council website and reiterate that the Plan is for the whole parish. Cllr Dockerty proposed and Cllr Osborne seconded.

**12. Fleggburgh Playground – fencing and gate**

Cllrs discussed accepting the quote from Steelway from 18<sup>th</sup> March 2019 for £7,360.35+VAT. Prior to manufacture, Steelway to produce an engineering drawing for approval by the Parish Council and approval of this drawing to be signed off by three members of the Parish Council. Cllr Osborne proposed and Cllr Hacon seconded. Cllr Peake was against the proposal as he felt that others in the area needed to be consulted. Cllrs Jean Lindsay and Dockerty were in favour.

Clerk to contact Bank regarding giving notice on Parish Council's deposit account.

Cllr Hacon argued in favour of using same supplier for both installation of new fence and removal of old fence. He proposed using Yarco (£1,700 for install; £412.50 for removal; both subject to VAT). Cllr Osborne proposed; Cllr Hacon seconded. Cllr Peake opposed due to reasons given above; other cllrs approved.

Cllr Dockerty suggested putting signs up to warn people of forthcoming work.

Clerk will contact Steelway to place order and state conditions of order.

**13. Footpaths – stiles and structures**

Cllr Hacon informed us that he'd been advised by NCC that stiles are the responsibility of landowners.

Cllr Hacon wants the stile near Broad Farm to be widened to allow wheelchair and pushchair access. He has offered to do this himself and would like it done before the Easter holidays.

Cllr Osborne asked whether the Parish Council needs to write to Broad Farm to ask them if it's okay. Cllr Peake said that providing the landowner is happy and gives permission in writing, he had no objection to this.

The Clerk will write to Broad Farm to see if they're happy for the Parish Council to remove the rotten stiles and modify the others.

**14. Tea at meetings**

This item was deferred until next month's meeting.

**15. Repairs, defects and other maintenance requests**

It was agreed that the Village Hall noticeboard needs cleaning up but doesn't need replacing. The Clippesby sign needs a new front door on it. Billockby needs a proper noticeboard. No action was taken on this item.

**16. Dogs being exercised on the playing field**

Clerk to look into the cost of dog poo bins including any annual fee.

**17. Recycling**

Cllr Hacon wants to look at the possibility of cardboard recycling in Fleggburgh. He also wants to put up signs. Agreed to put this on the agenda for next month's meeting.

**18. Funding**

Clerk to explore funding sources including funding for the Neighbourhood Plan.

**19. Facebook**

Cllr Hacon feels that the Parish Council having a Facebook page would be a good way of reaching parishioners and would be happy to run it. Cllr Hacon mentioned that Caister PC has roughly 2,500 subscribers and hasn't had any problems.

This item will be re-visited at next month's meeting.

**20. Highways** To receive any updates regarding the B1152

No updates; Cllr Hacon suggests that the Parish Council should be more pro-active in reporting issues to Highways.

**21. Items for next agenda**

- a. Notice Board
- b. Playground and quotes for replacing fence and gate
- c. Neighbourhood Plan update
- d. Tea at meetings
- e. Dogs on the playing field
- f. Recycling
- g. Funding
- h. Facebook

**22. Date of next Parish Council meeting: Thursday 25<sup>th</sup> April 2019**

There being no further business the Chair closed the meeting at 9:30pm