

**Minutes of the Meeting of Fleggburgh Parish Council held on  
Thursday 20<sup>th</sup> June 2019 at 7:30pm in Fleggburgh Village Hall.**

**Present:** June Pratt, Chair  
Alan Greenwood, Vice-chair  
Richard Sewell  
Frank Brown  
Jonathan Roper  
Jimmy Miller, Clerk

**Also present:** Borough Councillor Adrian Thompson, 7 members of the public.

Before the meeting, the Clerk read out the notice informing everyone at the meeting that it was being recorded.

**1 Public Forum**

Item 16 (St Mary's Church) was brought forward to the start of the meeting to enable Mr Walshe to speak about this item as he had to leave the meeting early.

Mr Walshe said that he and his wife had cleared a lot of the rubbish that was on the site away but that he was loathe to do anything further due to the historic nature of the site.

Cllr Pratt said that, at present, it's a case of wait and see to find out what is happening next regarding the site.

Adrian Thompson said that 3,000 bulbs had been ordered for bulb planting in the villages in around October and, at present, they are looking at where best to plant the bulbs. Two planters have been put outside Fleggburgh Village Hall.

Adrian Thompson has donated £200 to the forest school in Fleggburgh and £100 to Fleggburgh Bowls Club.

He spoke about the SAM2 sign and said that 8 sites had been identified in Fleggburgh including one in Billockby and one in Clippesby. The sign records the number of cars passing and the average speeds. The sign has been ordered and will be delivered in about three weeks. David Bishop from the Filby Speedwatch team will be moving it around and sending the data to NCC.

Barry Hall spoke about dogs on the playing field. Cllr Greenwood said that some dog owners take no notice of anyone regarding their dogs on the field and said that a ranger needs to visit.

He also spoke about a hedge on the footpath at the back of St Margaret's Way which needs cutting back.

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

Apologies were received from Cllrs Peake, Hacon, Dockerty, and Osborne.

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

Cllr Pratt declared an interest in item 9e (donation for Norfolk Day event).

#### **4 To approve the minutes of the meeting held Thursday 16<sup>th</sup> May 2019**

The minutes had been circulated and were agreed by all councillors as a true record of the meeting.

#### **5 To receive and note the Clerk's monthly report**

Contacted Adrian Thompson regarding lack of policing in the Parish.

Contacted the company that operates the clothing bin and it was emptied.

Contacted NCC about highways issues which will be dealt with in correspondence.

Steelway have delivered fence and gates to the Ropers' yard in Fleggburgh. Yarco will start installing the fencing on Monday 24<sup>th</sup> June.

Clerk had to deal with two Freedom of Information requests. Both have been satisfied. Cllr. Brown questioned whether the people requesting the information had been charged. The Clerk said that no charge had been made and that there was no evidence that there was a policy in place at FPC regarding this issue. Cllr Brown asked for this to be put on the agenda for next month.

Clerk is now ILCA qualified and has also started GDPR training at no cost to the Council.

#### **6 Planning**

Since the agenda being sent out, one planning decision was received (after first having gone to the previous clerk's address). Decision was TPO4 which is now in force, protecting four beech trees on Main Road, Fleggburgh.

#### **7 Planning documents – hard copy**

Cllr Pratt read out part of an e-mail from Cllr Peake:

*“Re; item 7, a return to hard copy being distributed to Councillors may lead to planning decisions made in secret, rather than the perusal and discussion of planning applications in public currently practiced, Councillors and parishioners may view planning applications on line, or by visiting the town hall.”*

Cllr Roper disagreed with this. He said that in the past the hardcopy of the plans would be passed between councillors with a comment sheet on it and then, at the meeting, everyone could have a look at it. Cllr Pratt said that she disagreed with the practice of having a comments sheet since this could prejudice councillors' views. She further argued that any comments regarding the plans should only be made at the meeting. This view was agreed with by the other councillors. She stressed that the practice of passing plans around before the meeting would not lead to secrecy and that the plans would still be available before the meeting, as now, and also online, as now.

Cllr Brown proposed that councillors who want to look at hard copies of the plans before the meeting can do so. Seconded by Cllr Sewell. It was agreed that the Chairman would receive the hard copies from GYBC or the Broads Authority first.

## **8 Correspondence**

Mrs Waterson contacted the Clerk regarding parking at St Margaret's Way. She keeps getting told by other bodies to contact the Parish Council but the Clerk has said that the Parish Council has no jurisdiction regarding this matter but that he will contact Highways or GYBC and try and get an answer one way or another. Adrian Thompson said that he'd look into it too.

Clerk was contacted by the Community Land Trust to see if FPC would be interested in joining. Clerk will contact the Trust to see if any other meetings are taking place and if a representative of FPC can attend to find out more.

London Hearts defibrillator appeal are asking how many defibrillators are in the Parish and are offering £200 towards another. It was felt that there wasn't any place suitable to put one but if the e-mail could be forwarded to Clippesby Holidays as they had expressed an interest in a defibrillator.

Anglian Water – investigation works for mains sewerage in Clippesby and Billockby starting on 1<sup>st</sup> July 2019.

Streetscene Inspector – see item 20

## **9 Finance**

Cllr Pratt began by reading out part of an e-mail from Cllr Peake:

*“Re; item 9, the decision to purchase a half share of a speed sign has not been formally discussed by all Councillors on behalf of parishioners.”*

Cllr Pratt stated that the decision to partly fund the SAM2 sign was agreed in principle at May's meeting of the Parish Council.

Regarding the sign, Cllr Brown was interested to know what the split would be with Filby in terms of who would have the sign and for how long. Adrian Thompson said that Fleggburgh would likely have it more because there are more roads and more areas of concern.

Cllr Brown proposed FPC put in £1,250 towards the SAM2 sign and Cllr Greenwood seconded. Unanimous decision.

For all the other items listed on the agenda for payment, Cllr Roper proposed that all be approved for payment; this was seconded by Cllr Sewell. Unanimous decision.

Unanimous decision to approve the accounts and bank reconciliation.

(d) To approve payment of invoices received since 12<sup>th</sup> June 2019

Additional item to pay is half of Yarco's fee for removing and installing fence/gate. This was agreed in March minutes item 12. Amount = £1,267.50

Additional item: Steelway £8,832.42 for the fencing going around the play area.

Unanimous decision in favour of paying these additional items.

(e) To consider a request for a donation towards the Norfolk Day celebrations in Fleggburgh on 27<sup>th</sup> July 2019 3-5pm (For this item only, Cllr Greenwood took the Chair).

Cllr Brown proposed that FPC give £200 towards the Norfolk Day celebrations; seconded by Cllr Roper. Unanimous decision in favour.

(f) Clerk will check with Cllr Osborne regarding progress of becoming a signatory.

(g) Cllr Pratt stated that FPC had gained a certificate of exemption and that the accounts had been internally audited. Cllr Pratt signed the relevant papers which will now be published on the FPC website.

### **10 Playground fence and gates update**

The fencing and gate is now being stored in Fleggburgh. Cllr Roper will be at the Play Area on Monday morning to meet the Yarco installation team.

Clerk will contact the Village Hall Committee to let them know what's happening.

Cllr Hacon had informed the Clerk that it is only the gate which he is hoping to sell on behalf of FPC, not the rest of the fencing which, it is believed, will be disposed of by Yarco.

Cllr Pratt thanked Cllr Hacon for all the work he had put into this project as well as Cllr Roper and his brother Paul Roper.

Cllr Pratt said that she would like GYBC to inspect the play equipment; especially since one of the seats on the swings is cracked. She also said that one big piece of equipment near the entrance is so stiff that it's difficult to move and that a child could hurt themselves trying to move it. Clerk will contact GYBC to enquire when the equipment was last checked and to request that GYBC come out to inspect the equipment.

### **11 Funding applications**

Clerk offered to apply to Greggs for a grant to buy a picnic table for the Play Area. Councillors voted unanimously in favour.

### **12 Bulb planting and tidying up of banks and verges in Fleggburgh**

Cllr Roper and Paul Roper volunteered to cut some of the verges that need cutting.

### **13 Communicating with councillors without e-mail**

Cllr Pratt began by reading out a statement provided by e-mail from Cllr Peake:

*"Re; item 13, the three Councillors refusing to be contacted by email will cost the parish in Clerks time and postage, how may parishioners contact councillors in order for any concerns to be addressed between meetings, how may these councillors actively serve the parish incommunicado?"*

Cllr Brown responded by reading out another e-mail from Cllr Peake which he regarded as rubbish and abusive and Cllr Pratt regarded as insulting. Cllr Roper said that he had received the said e-mail despite informing FPC that he did not wish to receive e-mails from other councillors and had made arrangements with the Clerk to receive communications using alternative methods. Clerk said that he had checked the standing orders and that sending e-mails to those who had stated that they did not wish to receive them may contradict section 15b(i) of the standing orders.

Cllr Pratt said that council business should be done at the meetings.

Cllr Sewell suggested that the Clerk should include in the Clerk's Report how many e-mails were received from each councillor.

#### **14 Proposal to separate public forum from police report and borough councillor's report.**

Cllr Brown said that in the past the public forum was always separate from the other reports.

It was unanimously agreed to leave the public forum at the start of meetings and also to separate the police report and borough councillor's report from the public forum.

#### **15 Neighbourhood Plan update**

Cllr Dockerty has gained a grant to carry out the Neighbourhood Plan.

Clerk read out a summary of the findings from the questionnaires which were handed back:

- Development is not desired in the Parish
- There is concern that any new development that is occurring is not for the young
- People are concerned about speeding traffic
- People would like a better bus service
- People are keen that there is good general maintenance of the Parish and that dog poo is removed and controlled

Clerk stated that if a Parish has a Neighbourhood Plan in place, this can be financially beneficial to the Parish in that it results in a higher amount of Community Infrastructure Levy funds being received by the Parish Council than otherwise.

#### **16 St. Mary's Church**

This was brought forward and covered earlier in the meeting.

#### **17 Election of Parish Council representative on the Village Hall Committee**

Cllr Hacon has agreed to take on the role of Parish Council representative on the Village Hall Committee but has said that, when he's away, he needs someone else to attend in his place.

The councillors agreed that, if Cllr Hacon was unable to attend, someone else would volunteer to attend in his place.

Clerk will check with the Village Hall Committee when their meetings take place.

#### **18 Public rights of way**

The proposal was for FPC to produce a document with all adjacent land owners' names and contact details.

It was decided, at present, to keep things the way they are as it is felt that landowners know their responsibilities.

Clerk was asked to contact Sarah Price at NCC regarding the missing footpath sign at the footpath on Mill Lane.

### **19 Hedgerows within the Parish**

Clerk phoned the householder at Oakdene on the Main Road regarding the hedge. He felt that the hedge was okay. Clerk said he would visit him just before the Parish Council meeting but, when he went round, no one answered the door. Clerk took pictures of the path and hedge and measured the width of the path which, in places was as narrow as 70cm and in the widest parts was 80-85cm. Clerk will contact the householder again and request that the hedge be cut back.

Cllr Pratt will also try and contact the neighbouring property to Oakdene and request that they cut their hedges back too.

### **20 Highways**

Clerk read out a list of items which were either carried out or were programmed to be done.

Cllr Sewell said that Church Lane was still prone to flooding. Clerk said that he'd contact the Streetscene Inspector again regarding this issue.

Clerk said he'd try and find out what is happening regarding the potholes on Town Road.

### **21 Items for next agenda**

Possibility of charging for Freedom of Information requests

St Margaret's Way and the new build on the corner of Tower Road where there is a metal rail. All the corner needs to be tidied and cleared out.

### **22 Date of next Parish Council meeting: Thursday 18th July 2019**

There being no further business the Chair closed the meeting at 9:25pm