

**Minutes of the Meeting of Fleggburgh Parish Council held on
Wednesday 10th January 2024 at 7.30pm at Fleggburgh Village Hall**

Present: Ricky Doyle (Chairman)
Fran Dockerty
Keith Osborne
Catherine Moore, Locum Clerk

Also present: County Councillor Andy Grant, Borough Councillor Adrian Thompson, PC May and 4 members of the public.

1. Appointment of Locum Clerk

The appointment of Catherine Moore as Locum Clerk was ratified, proposed by Ricky Doyle, seconded by Keith Osborne, all in favour.

2. Apologies for Absence

Apologies for absence were received from Christine Merritt.

3. Declaration of Interest for items on the agenda

None.

4. Co-option of Parish Councillors

There had been no applications for co-option to the Parish Council.

5. Public Forum

a) Public

None.

b) County Councillor

Andy Grant reported that the Pedestrian Crossing scheme was going ahead in early February, this would be positive for the village. There was funding available from the Members Highways fund, the Council was encouraged to contact Andy if there was anything Highways related for the fund.

The County Council was still looking at budgets and identifying savings.

Andy was asked to confirm that the pedestrian crossing works would begin on 5th February. The designer had been asked for an early notice of the road closures, as this would have a major impact on the local area. Andy Grant would chase this up to ensure it was sent in a timely manner.

A member of the public noted that there were three bad potholes towards the main road on Tower Road, these would be reported and asked to be completed before the road became a diversion route. **ACTION: Clerk**

c) Borough Councillor

Adrian Thompson reported that the budget was being considered and it was anticipated that concurrent functions would be removed except for Burial Grounds. Care alarms were proposed to be outsourced. Council tax discounts were being reviewed as part of the budget setting process.

The Borough Plan was working its way through the process, and a draft was expected in the spring.

The Saturday bus service was being considered.

A request had been received to clean the footpath at Billockby, Keith Osborne agreed to find out who the hedge was owned by as this needed to be cut first.

ACTION: KO

There was flooding at Ruggs Lane which was causing problems on the highway, Adrian was trying to get action on this. A number of potholes had been identified and reported.

Fleggburgh Village Hall Committee was looking at replacing some play equipment. The retrospective application for the King's Arms had shown concerns from neighbours with parking on Town Road and the Main Road. The fence was on the highway, and was holding up any further pavement works. Adrian suggested that double yellow lines were needed on one side of the road.

d) Police Report

Gary May reported that Norfolk Constabulary had stopped sending newsletters, and that on the Police website there was information on crime in given areas. The Clerk would put a link on the Council website and social media. **ACTION: Clerk**

Details of SNAP meetings were available on the website, and all were welcome to attend as the Police priorities would be set at these meetings. The next meeting would be on Thursday 14th March 2024 at Scratby Village Hall.

Pop up events continued, about an hour was spent in each village once a month meeting people, and going around shops and traders to see how things were going. Details were available from Police communication channels.

Regarding the double yellow lines at Town Road, it was suggested that Police input was needed however this would be from the Traffic department. Concern was expressed that cars had to back out of Town Road onto the A1064. Parking on the pavement was considered reasonable in certain situations.

Andy Grant would look at whether double yellow lines could be bolted onto another Traffic Regulation Order as part of the Road Safety Community Fund, however this would be subject to officer advice. **ACTION: AG**

Andy Grant confirmed that the £10,000 from the RSCF was for the Member area, not per parish. The Chairman would have a further conversation with Andy about this.

6. Minutes of the meeting held on Wednesday 8th November 2023

The minutes of the meeting were considered. Keith Osborne proposed an amendment to remove the reference to Woodgate Landscapes, proposed by Keith Osborne, seconded by Fran Dockerty, all in favour. With this amendment the minutes were **agreed** and signed by the Chairman, proposed by Keith Osborne, seconded by Fran Dockerty, all in favour. **ACTION: Clerk**

7. Matters Arising

a) Parish Partnership Application

The Clerk reported that an application for 50% funding had been made in relation to Village Gateways on Rollesby Road.

8. Planning

a) New Applications

06/21/0698/F The King's Arms, Main Road: Conversion of storage building to bar / function room in association with The Kings Arms Public House and Restaurant and erection of lean-to canopy over outdoor seating area (Retrospective) (Revised description of development).

Highways had submitted two comments, it was noted that Highways had removed their main objection around the height of the fence, although there were no documents showing that this had been proposed to be reduced. The remaining issue for Highways was the highway boundary.

It was noted that the fence had been removed from the application.

Comments from residents in the area included concern about parking, with the on site provision being reduced. There had been concerns about noise nuisance however there was no record of the establishment violating any noise policies. It was noted that there had been problems getting through to Environmental Services to make a complaint.

Noise pollution and highway safety issues including car parking, pedestrian access and additional traffic movement were valid planning concerns. The application was retrospective but would be considered as if it had not yet been completed. It was felt that a local business should be supported but that retrospective planning was not the best way forward. There were limits being placed regarding time of loud music as well as windows being closed.

The building use and canopy themselves were not so much an issue, the concerns were around the wider impact.

It was **agreed** to submit no objection, with comments being submitted that conditions should be imposed relating to mitigating and minimising noise nuisance, car parking in and around the venue, pedestrian access and highways regularising and improvements. It would also be noted that although it had been removed from the application, the fence was causing some of the parking issues and was on highways land. Proposed by Ricky Doyle, seconded by Fran Dockerty, all in favour.

ACTION: Clerk

06/23/0776/TRE The Rectory, Main Road: Proposed works to trees (TPO No. 20 2023).

It was **agreed** to submit no objections, requesting that the comments of the arboricultural officer regarding T1 Eucalyptus be taken into account, proposed by Ricky Doyle, seconded by Keith Osborne, all in favour.

ACTION: Clerk

BA/2023/0441/FUL The Bungalow, Broad Road: Reduction to existing approved two storey dwelling to a single storey dwelling utilising the same building footprint as previously approved, including demolition of existing bungalow/surrounding ancillary buildings and the realignment of existing footpath.

It was **agreed** to submit no objections, proposed by Keith Osborne, seconded by Fran Dockerty, all in favour.

ACTION: Clerk

BA/2023/0460/FUL Electrical Testing, Main Road A1064, Acle Bridge: Replacement of existing temporary facilities with a permanent and functional facility for storage and on-site training. Installation of PV array on proposed roof.

It was **agreed** to submit no objections, proposed by Fran Dockerty, seconded by Keith Osborne, all in favour.

ACTION: Clerk

06/23/0848/HH Whitethorn Farm, Town Road: Demolition of existing utility buildings and conservatory; Construction of single storey, flat roof rear extension.

It was **agreed** to submit no objections commenting that the report of the Environmental Protection Officer should be taken into account, proposed by Fran Dockerty, seconded by Ricky Doyle, all in favour.

ACTION: Clerk

b) Applications Considered Between Meetings

BA/2023/0449/AGR Willow Farm, Marsh Road: Grain store and machinery store.

NO VIEWS OR COMMENTS

06/23/0778/TRE 6 Trust Close: Removal of sycamore tree 9T1) from area-wide Tree Preservation Order TPO No. 10 1991 – Fell to ground level due to partial collapse and exposure of roots causing instability. **COMMENTS SUBMITTED**

c) Decisions

BA/2023/0389/FUL Electrical Testing, Main Road A1064, Acle Bridge: Proposed emergency escape stair from first floor front elevation – means of escape for gallery level. **APPROVED**

BA/2023/0407/HOUSEH Marshlands, Main Road, Billockby: Replacement grain store. **APPROVED**

BA/2023/0449/AGR Land adjacent to West View, Marsh Road: Grain store and machinery store. **PRIOR APPROVAL NOT REQUIRED**

9. Accounts for Approval and Payment

a) Financial Update 2023/24

The financial update was presented, noting that the Council had £52,557.82 in the bank at 30th November 2023. Of this, £41,000 was in earmarked reserves. Receipts since the last meeting were:

- £4.50 – Recycling Bank
- £144.07 – Bank Interest
- £416.00 – Land Rental

The above documents were noted and approved, proposed by Fran Dockerty, seconded by Ricky Doyle, all in favour.

b) Payments

It was **agreed** to pay the following, proposed by Ricky Doyle, seconded by Keith Osborne, all in favour:-

L Dawson	Salary November 2023 incl. uplift	£407.82
HMRC	PAYE November 2023	£102.00
C Moore	Salary December 2023	£485.47
HMRC	PAYE December 2023	£121.20
Garden Guardian	Grounds Maintenance 2023	£6,573.60
P May	Grass Cutting – St Peters Clippesby	£850.00
Broads Society	Subscription	£16.00

10. Highways

a) SAM2 Report

It was noted that the website carried the SAM2 reports, and that a new one was due when the SAM2 was moved. An email had been sent to the Clerk noting that the Memorandum of Understanding needed to be updated, and the representative was happy to submit this if the Clerk could issue a new dated version, with no changes proposed. **ACTION: Clerk**

11. Administration

a) Review Planning Policy

The Clerk presented tracked changes within the Planning Policy, with these changes the Policy was **agreed**, proposed by Keith Osborne, seconded by Ricky Doyle, all in favour. **ACTION: Clerk**

b) Village Events 2024

It was noted that Norfolk Day 2024 could be considered for Parish Council involvement. It was suggested that the Parish Council should support and become involved with the Village Hall event. Keith Osborne suggested that the Grant and Donation Policy should be forwarded to the Village Hall, asking what events the Parish Council may be requested to support in 2024.

ACTION: Clerk

c) Grounds Maintenance Quotes 2024

The Clerk presented the grounds maintenance quotes from Garden Guardian and Paul May, noting that it was becoming very difficult to find contractors who would quote. It was **agreed** to appoint the following contracts, proposed by Fran Dockerty, seconded by Keith Osborne, all in favour:

ACTION: Clerk

Playing Field and Play Area - £1,790.00 plus VAT Garden Guardian
Burgh St Margaret Churchyard - £3,165 plus VAT Garden Guardian
Footpaths - £960 plus VAT Garden Guardian
Clippesby Churchyard - £800 Paul May

It was noted that with the removal of the concurrent function grant for Open Spaces in 2024; and the likely removal of the Burial Ground concurrent function in 2025, conversations would need to take place with the respective Parochial Church Councils / Village Hall Committee regarding Parish Council funding of these activities going forward.

ACTION: Clerk / RD

d) Tree Surveys and Maintenance

It was noted that the trees at the leased land had not been inspected for some years, and that this was a requirement for good management and insurance. The Clerk was asked to get prices for a qualified arboricultural assessment, which would be funded from the commuted sum earmarked reserve.

ACTION: Clerk

e) Budget and Precept 2024/25

The draft budget was presented and discussed. After lengthy discussion and several adjustments it was **agreed** to set the precept at £8,417, which was a 7.64% increase, £19.71 Band D, proposed by Ricky Doyle, seconded by Fran Dockerty, all in favour.

ACTION: Clerk

12. Items for Next Agenda

Nothing new.

13. Date of Next Meeting

Wednesday 13th March 2024 7.30pm, Fleggburgh Village Hall.

14. Exclusion of the Press and Public

It was **agreed** to exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960 to consider confidential matters relating to staffing, proposed by Keith Osborne, seconded by Fran Dockerty, all in favour.

a) Recruitment of Parish Clerk

Recruitment was discussed and it was **agreed** to discuss with the Locum Clerk whether they would take the job permanently, if suitable terms could be agreed, proposed by Ricky Doyle, seconded by Francesca Dockerty, all in favour.

ACTION: RD

The meeting closed at 10pm.

CHAIRMAN