

HOPTON-ON-SEA PARISH COUNCIL

MINUTES of the Annual Parish Council Meeting held on 18 May 2009 at Hopton Village Hall Station Road Hopton-on-Sea

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Present:

Cllrs. Mike Butcher (Chairman), Ken Hicks (Vice-Chairman), Lenny Gent, Brian Howard, Val McGee, Lilian Walker, Jay Formosa, Howard Shepherdson. Julie McNair (Clerk).

Also in attendance: County Councillor Brian Walker, Borough Councillor Steve Ames and 9 members of the public.

1. To elect a Chairman

Resolved Cllr Butcher be re-elected.

2. To receive the Chairman's declaration of acceptance of office

Duly signed by Cllr. Butcher in the presence of the Clerk.

3. To elect a Vice-Chairman

Resolved Cllr. Hicks be re-elected.

4. To receive the Vice-Chairman's declaration of acceptance of office

Duly signed by Cllr. Hicks in the presence of the Clerk.

5. To consider apologies for absence

Apologies received and accepted from Cllrs. Vicky Mummery and Julie Woods.

6. To receive declarations of interest in respect of items on the agenda.

There were none.

7. To confirm the Minutes of the Annual Parish Council Meeting held on 12 May 2008 and the Parish Council meeting held on 6 April 2009

Confirmed and signed by the Chairman.

8. To receive the Annual Report (incorporating the Chairman's report).

The Chairman read the Report. A copy will be published in the July edition of Village View – Hopton magazine, displayed on the notice boards and on the website www.hoptonparishcouncil.org

9. To receive the Responsible Finance Officer's Annual Report and to receive, consider and approve the Annual Return year ended 31.3.09

Year end figures were provided to the Council. A summary will be published in the July edition of Village View – Hopton magazine, displayed on the notice boards and on the website www.hoptonparishcouncil.org Resolved to approve and sign the Annual Return year ended 31.3.09.

10. To receive annual reports from Committees (previously submitted to the Clerk in writing)

Committee reports were read to the Council.

11. To consider and appoint appropriate Councillors to the various Committees for the coming year (list attached)

Agreed as listed.

12. Resolution to suspend the meeting to allow PCSO Dave Nickerson to report

Resolved. 50 calls from residents were received by the Norfolk Constabulary during the month of April which resulted in 12 crimes being recorded. KIN priorities for Hopton are parking in the areas of Station Road and Coast Road. The Chairman thanked PCSO Nickerson for attending with his colleague and they left the meeting.

13. To receive and consider the Clerk's reports in relation to:

- (i) Correspondence.** The Clerk reported on paper correspondence received since the last meeting.
- (ii) Planning Applications considered by the Parish Council's Planning Committee.**

06/09/0220/F Potters Leisure Limited. Proposed indoor shooting range facility building.
06/09/0222/F Potters Leisure Limited. Proposed alterations and extensions to existing facility building.
06/09/0207/F 12 Station Road. Demolition of existing garage. Extension to form ground floor garage and first floor bedroom.
06/09/0238/F The Barn Toll House Farm Lowestoft Road. Conversion of barn to residential dwelling unit.
06/09/0270/F Valley farm Lowestoft Road. Extension to form conservatory and cover to swimming pool.
No objections raised by the Parish Council to all the above applications.

Planning Approved by Great Yarmouth Borough Council.

06/09/0158/F 18 Warren Road. Rear garden room extension.
06/09/0209/F 10 Cadiz Way. Two storey extension to the rear of the property. First floor bedroom and ground floor kitchen extension.
06/09/0207/F 12 Station Road – as above.
06/09/0183/F 14 Warren Road. Demolition of existing garage and erection of new garage.
06/09/0167/F Hopton Holiday Village. Extension for the hot foot takeaway within Hopton Holiday Village.

Other

TPO/2009/08 Consent to fell oak tree 50 Warren Road on condition that a replacement tree is planted in the garden during the next planting season (October 2009 to March 2010).

(iii) **Finance.** The Clerk presented 8 cheques to the meeting numbered 1266 to 1273 with a total value of £2552.13. Resolved to pass these for payment.

(iv) Resolved to appoint Borough Councillor Steve Ames as internal auditor for the year 09/10.

14. To receive a brief update on matters arising from the minutes:

- i. Traffic calming. A draft report has been discussed by NCC Working Group. A final report is being prepared and a copy will be supplied to the Parish Council. Mr Schramm, NCC, has pointed out in correspondence that NCC has not allocated any funding at the present time, although they will consider this along with all other competing priorities for a future capital works programme.
- ii. Saturday morning refuse collection. Unfortunately the lorry and trucks arrived later than advertised. However, it proved to be another successful collection with the two smaller trucks completely full and the large lorry about 75% full. A full report will be published in the June edition of Village View magazine.
- iii. Maintenance of sea defences at Hopton. Following a meeting with Bernard Harris GYBC, two badly damaged steps have now been fenced off. Further works are awaited.

15. To receive and consider a report by the St. Margaret's Ruins Committee

The Committee has not met as yet, but it was confirmed that completion of the purchase has now taken place and insurance is being dealt with. As the Parish Council now has responsibility for the Ruins, all correspondence including posters and website updates should be passed through the Clerk for approval by the full Council. www.oldstmargarets.com

16. To receive further information concerning the Summer Fete Sunday 16 August 2009

A report prepared by Cllr. Woods was read out. The fancy dress carnival procession will start at 11am from Warren Road, down Station Road, into Anglian Way, Walters Close and then onto the playing field via the back gate. Any groups, organisations or individuals wishing to take part please contact Cllr. Woods (01502 733253) or Cllr. Mummery (01502 732190). The scarecrow competition will be run again this year. Please see posters on the notice boards and in Village View magazine.

17. To consider the removal/installation of posts on the recreation ground

Agreed that two new drop-down bollards would replace two wooden posts at either end of the car park entrance, at a cost of up to £300 each. Quotation to be obtained for matting to provide a small area of hard standing either end. Cllr. Shepherdson to progress with GYB Services.

18. To consider a request from the Village Hall Management Trust to hold a car boot sale on the recreation ground (morning of Sunday 5th July)

Agreed. See posters on notice boards.

19. To receive notification of Hopton Parish Council Election to be held on 4 June 2009 to fill one vacancy (European and County Elections the same day)

One nomination was received by the Borough Council before the closing date. It has been confirmed that resident Maureen McGovern will be elected unopposed on 4th June.

20. To consider appointing a committee to work towards the requirements of Quality Parish Status.

An updated QPS booklet was provided to each Councillor. The Council and Clerk will work towards the requirements with a view to making an application by the end of this year. Cllr. Gent will double check the portfolio before it is submitted to the Norfolk Association of Local Councils.

21. To consider the installation of a bollard near the barrier on Beach Road.

Some discussion took place concerning the installation of an additional bollard to the left hand side of the existing barrier to stop jet skis being manoeuvred around the closed barrier. However, the gap left would be wide enough for wheelchair users. A quotation is to be obtained from GYB Services.

22. Resolution to suspend the meeting for the Public Forum, County Councillor and Borough Councillors' Reports

Resolved. Matters raised by the public include:-

- Sea defences. Cllr. Hicks to follow up caulking works to the walls.
- Overgrown sides along Beach Road. GYB Services and/or Norfolk Probation Service, Unpaid Work Unit to be contacted.
- "No entry" signs painted on the road at the junction exiting the village onto the A12. Contact to be made with NCC Highways.

There were no County or Borough Councillors' reports.

The meeting was reconvened.

23. To read Parish Councillors' Reports (previously submitted in writing)

Reports submitted were read to the Council.

24. Items for the next Agenda (not for discussion)

(i) New Village Hall Build/Big Lottery Fund (ii) St. Margaret's Ruins report (iii) Drains (iv) Hopton beach (v) Summer fete (vi) New bollards and matting. This list is not exhaustive and the Agenda items will be finalised a week before the next meeting.

25. Date and time of next meeting.

Confirmed as Monday 8 June 2009 Hopton Village Hall (behind the new Health Centre) Station Road, commencing at 7pm.

The Chairman thanked the public (and any press) for attending. The meeting closed at 8.10pm

Signed
Chairman / Vice-Chairman

Date

These Minutes are unconfirmed until approved by the full Council.