

HOPTON-ON-SEA PARISH COUNCIL

MINUTES of the Meeting held on 8 June 2009 at Hopton Village Hall Station Road Hopton-on-Sea. Telephone 01502 730110 E-mail hoptonparishclerk@hotmail.com Website www.hoptonparishcouncil.org

Present:

Cllrs. Mike Butcher (Chairman), Ken Hicks (Vice-Chairman), Jay Formosa, Lenny Gent, Val McGee, Vicky Mummery, Lilian Walker, Julie Woods.

Also in attendance: Julie McNair, Clerk to the Council, County Councillor Gerry Cook and Borough Councillors Steve Ames and Sue Hacon. Four members of the public attended.

The Chairman welcomed the new County Councillor Gerry Cook to the meeting and advised that Maureen McGovern was elected unopposed as the new Hopton Parish Councillor on 4 June.

1. To consider apologies for absence.

Apologies received and accepted from Parish Councillors Maureen McGovern and Brian Howard.

2. To receive declarations of interest in items on the agenda.

Cllr. Walker declared a personal interest in item 9 as she is chairperson of Hopton-in-Bloom. The group maintain flower beds in the memorial garden of St. Margaret's Ruins.

Cllr. Formosa declared a personal interest in item 12 as the problem affects his personal dwelling.

3. To confirm the minutes of the Annual Parish Council Meeting held on 18 5.09

Resolved to approve the minutes as a true and accurate record of the meeting.

4. Resolved to suspend the meeting to receive:-

(i) Police report. The Clerk reported there were 63 calls to Norfolk Constabulary during the month of May which resulted in 7 crimes being recorded.

(ii) Guest speaker, Phil Carter, Cleansing Manager, GYB Services Limited.

Mr Carter was welcomed to the meeting and advised that he recently took up the post of Cleansing Manager. He confirmed that a mechanical sweeper comes into the village every two weeks to clean the main roads, and a regular litter pick is also carried out. He is currently investigating ways of providing a more effective cleaning service for the smaller roads. Options include a leaflet drop to residents to advise that a thorough clean will be taking place, and requesting that cars parked at the kerbside be moved on a certain day/time. Budget is always a factor in any decision making process. The cleaning regime for Hopton was put in place a few years ago and is due for revision to meet the needs of the village.

A number of enquiries were raised with Mr Carter, some of which relate to other services provided by GYB Services. He will however pass on information to the appropriate departments for action/investigation. Queries included siting of litter bins, weed killing in gulleys and curbs, the possibility of grass cutting (NCC) being co-ordinated with street cleansing (GYBS), and gravel around the edge of the skate park to be removed. Co-ordination between the various agencies would make the whole process more high profile. Any overflowing litter bins or fly tipping can be reported to GYBS on 01493 846846. The Chairman thanked Mr Carter for attending.

The meeting was re-convened.

5. To receive and consider the Clerk's reports:-

(i) **Correspondence.** The Clerk reported on paper correspondence received since the last meeting.

(ii) **Planning Applications** considered by the Parish Council's Planning Committee.

06/08/0280/F Bubbles Take-away 4 Warren Road. Variation to allow the sale of hot food. No objection by the Planning Committee.

06/09/0349/F 13 Potters Drive. Erect PVCu conservatory to rear of property. Awaiting decision of Planning Committee.

Planning Permission granted by GYBC.

06/08/0270/F Valley Farm Lowestoft Road. Extension to form conservatory and cover to swimming pool.

(iii) **Finance**

(a) To ratify the purchase of a laptop. Duly resolved.

(b) To consider the purchase of an all in one printer/scanner and external hard drive. Resolved to purchase both up to £300 total.

(c) To agree invoices for payment. The Clerk presented 9 cheques to the meeting numbered 1274 to 1282 with a total value of £1965.78. Resolved to pass these for payment.

6. To receive a brief update on matters arising from the Minutes:-

- (i) Traffic calming – feasibility study. Final report still awaited and being chased again.
- (ii) Junction exiting the village onto the A12. NCC will be painting arrows at the junction. Work is scheduled to take place during the next three months.
- (iii) Beach matters including repairs to steps and caulking.

No change from the last meeting. Caulking works are to be carried out soon. Due to budget restrictions, only one set of steps will be repaired. The Parish Council will continue bringing pressure to bear on the relevant authority.

- (iv) Hopton summer fete, Sunday 8 August 2009.

A progress meeting was attended a few weeks ago. More stalls are available (contact Graham Gibbins 01502 730923). If your group or organisation would like to take part in the walking carnival please contact Cllr. Julie Woods (01502 733253) or Cllr. Vicky Mummery (01502 732190). A scarecrow competition will take place again this year. See Village View and notice boards for more details.

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

A quotation is awaited from GYB Services.

8. To consider a quotation from GYB Services in relation to the installation of bollards at the entrance to the recreation ground, and matting either side.

Quotation received at £477 plus vat for 2 bollards and £1,013 plus vat for matting to be installed either end of the entrance to the recreation ground. Unanimously agreed to proceed at the prices quoted.

9. To receive, consider and approve a project report by the St. Margaret's Ruins Committee, and a request by Hopton CE Primary School in relation to part of the land.

All Councillors were supplied with a copy of Cllr. Howard's draft business plan/report prior to the meeting. Following full discussion it was agreed that the Ruins Committee would (i) seek written clarification that the plan/report meets the criteria laid down by Heritage Lottery, (ii) obtain confirmation in writing that all fees will be met and there will be no cost to the Parish Council, (iii) write to Darren Baker, Conservation Department of GYBC asking what paperwork he has prepared for HL in respect of the ruins and the extent of support he will provide to the Committee. The meeting was suspended to allow Borough Councillor Steve Ames to speak. He believes that Mr Baker would be happy to assist and provide expertise but that matters had not progressed much further. The meeting was reconvened. The Ruins Committee agreed to collate all the necessary paperwork and bring it back to the full Council for further discussion. The strip of land running north to south on the existing boundary of the school's playing field was discussed. Agreed in principle to lease this strip of land 52m x 13m approx to the school at a peppercorn rent for a term of 5 years, with option to extend. Certain other criteria and conditions are to be met and discussions will now take place with the school to progress.

10. To consider, approve and sign the attached Contractors Licence to use Ordnance Survey Maps between (i) Great Yarmouth Borough Council (ii) Hopton-on-Sea Parish Council.

Approved and signed in its existing format.

11. To receive, consider and approve the following in relation to the New Village Hall Build Project.

(i) A tripartite Deed of Dedication between (i) Hopton-on-Sea Parish Council (HPC) (ii) Hopton-on-Sea Village Hall Management Trust (VHMT) and (iii) The Big Lottery Fund (BLF), permitting the VHMT to use the land held by HPC as custodial trustees for the new build project. This was duly considered. Resolution passed to sign the agreement in its present format.

(ii) An application by HPC to the Public Works Loan Board. At present there is insufficient information to complete the application form. This will be considered at a future meeting.

(iii) A deed between (i) HPC (ii) VHMT in relation to repayment of the above loan.

This will be considered at a future meeting once the amount and terms of the loan have been determined.

The Big Lottery Fund requires a letter from the Parish Council to the VHMT confirming that a loan will be supplied. This was resolved. An amended resolution was quickly passed confirming that the amount of the loan would be up to £190,000.

12. To receive information regarding a drainage problem in the location of Old Lowestoft Road.

The drainage problem is at the junction old Lowestoft Road, Station Road and up to The Laurels. The main drain (under The Laurels) gets blocked twice a year and requires cleaning out. Fatty deposits are blocking it in the same place each time. Agreed to ask Anglian Water to investigate the problem.

13. To consider funding the cost of neighbourhood watch signs at Trafalgar Grange.

A new neighbourhood watch scheme is being set up by residents living at Trafalgar Grange, with support from the Norfolk Constabulary. The cost of three signs will be approximately £75. It was unanimously agreed to support the new venture and pay for the three signs to a total of £75.

14. To consider a letter received from Leathes Prior dated 4.6.09 re Compulsory Purchase Order of land at Hall Road.

This item was moved to the end of the meeting.

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

Resolved to suspend the meeting for the Public Forum, County Councillor and Borough Councillors reports.

The following points were raised by the public:

The beach is still non-existent. Discussions are continuing about coastal protection but funding is a major issue. The Outer harbour agreement does provide protection in the event that we can prove that the loss of the sand has been as a direct result of the outer harbour works. Agreed to send a letter to DEFRA and all partners, raising our concerns that the outer harbour works have caused loss of sand at Hopton. Copy to go to RNLI as it is believed they have concerns about how rip tides have been altered dramatically since the works started.

Obtaining mortgages on cliff properties.

Confirmed that a letter was sent to the owner of a jet ski who was using it too close to the beach.

The main roundabouts are overgrown again. The Department of Transport maintain the roundabouts four times per year. Trunk roads are not maintained by GYBC.

There were no County or Borough Councillors reports this month.

No further items were raised by the public and the meeting was reconvened.

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

There were none.

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

(i) Big Lottery Fund/New Village Hall Project (ii) St. Margaret's Ruins (iii) No meeting in August (iv) Bollards recreation ground and Beach Road.

18. To confirm the date and time of the next meeting.

Resolved that the next meeting will be held on Monday 13 July 2009 at 7pm Hopton Village Hall (behind the new Health Centre) Station Road.

14. To consider a letter received from Leathes Prior dated 4.6.09 re Compulsory Purchase Order of land at Hall Road.

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of item 14.

The Chairman thanked the public (and any press) for attending and they left the meeting at 8.20 pm. The meeting was reconvened at 8.25 pm to discuss item 14 above. A separate confidential minute was taken.

Signed Date

Chairman / Vice-Chairman

These Minutes are unconfirmed until approved by the full Council.