

**MINUTES OF THE MEETING OF
SEA PALLING AND WAXHAM PARISH COUNCIL
HELD ON TUESDAY 17TH OCTOBER, 2017 AT 7.30 PM
IN THE VILLAGE HALL, SEA PALLING**

Present:-

Chairman - Cllr. K. Matthews, Vice-Chairman - Cllr. T. Cleal,
Cllr. G. Casson, Cllr. J. Crafer, Cllr. S. Deary and Cllr. M. Vacca.

Julie Chance MILCM - Clerk.

Two members of the public also attended the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from County and District Councillor Price.

1.1 Casual Vacancy:- The Chairman reported that interviews had been held with the two potential candidates. The successful candidate will be invited to the next meeting to be formally co-opted onto the Parish Council. The Clerk will inform the other candidate that they were unsuccessful.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

None received.

3. MINUTES OF THE MEETING HELD ON TUESDAY 19TH SEPTEMBER, 2017

The Minutes of the meeting held on Tuesday 19th September 2017, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

4. PUBLIC PARTICIPATION

A member of the public congratulated the Parish Council for the verge cutting and said that this was a good use of public funds. It is a vast improvement and the village looks nice and tidy. The member of public asked the Parish Council to consider taking on further grass maintenance on the Waxham Road and the Clerk will place this matter on the next agenda for discussion.

A member of the public reported that North Norfolk District Council had been called out by the Coastguard about a vulnerable person in the toilets. North Norfolk District Council could not find the vulnerable person in the toilets.

A member of the public enquired who was successful in the co-option onto the Parish Council. The Chairman said he was unable to give that information until the candidates had been informed.

5. COUNTY AND DISTRICT COUNCILLORS' REPORTS

5.1 **County Councillor's Report:-** None given.

5.2 **District Councillor's Report:-** None given.

6. BEACH

6.1 **Beach Road Parking:-** An update on the proposals will be given by County Councillor Price at the next meeting.

6.2 **Speeding - Beach Road:-** The Clerk reported that Norfolk County Council have confirmed that Thorpe Market Parish Council paid £3,500 for their SAM sign. It was **AGREED** to proceed with the application for a SAM sign for Beach Road.

6.3 **Beach Road Litter Bins:-** The Clerk reported that County Councillor Price needs more photographic evidence of the bins overflowing. The Chairman will send County Councillor Price some photographs and this matter will be placed on the next agenda for an update.

6.4 **North Norfolk District Council's Car Park:-** An update on the proposals will be given by County Councillor Price at the next meeting. It was **AGREED** that the Clerk would write to North Norfolk District Council and formally ask for the car park to be open for Boxing Day each year.

7. HIGHWAYS

7.1 **School Bus:-** The Clerk reported that she has not received a reply from Sanders Coaches concerning a meeting. It was **AGREED** that Councillor Casson will survey the parents and prepare a report for the next meeting. Councillor Crafer reported that the buses are now going down Beach Road, turning around and dropping off where they should be. This matter will be placed on the next agenda for an update.

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7.2 **Overgrown Foliage - High Street - Waxham:-** The Clerk read an

email from Norfolk County Council stating that the overgrown foliage will be cut back shortly. It was reported that this has still not been done and the Clerk will write to Norfolk County Council to request a date for the work to be carried out.

- 7.3 Overgrown Foliage - The Marrams:-** Councillors Matthews and Deary will action this matter. This matter will be placed on the next agenda for an update.
- 7.4 Speeding - Waxham Road:-** The Clerk circulated all correspondence to the Members. It was **AGREED** to place this matter on an agenda in the New Year for an update and in the meantime this will be monitored.
- 7.5 Highway Ranger:-** The Clerk circulated the information concerning the Highway Ranger visit. Noted.

8. FOOTPATHS

- 8.1 Footpath No.2:-** The Clerk circulated the information concerning Footpath No.2. To date the Clerk has not heard from the Senior Trails Officer and she will chase accordingly. This matter will be placed on the next agenda for an update.

9. PLANNING

- 9.1 Planning Applications:-** None received.
- 9.2 Planning Decisions:-** None received.
- 9.3 Lenid, Beach Road:-** The Chairman reported that District Councillor Price has called this application in to be considered by the Development Committee.

10. FINANCE

- 10.1** The following cheques were **AGREED** and signed:-
- | | £ |
|--|----------|
| J.I Chance - Salary, Travel and Office Allowance | 353.00 |
| HM Revenue and Customs - Tax | 77.20 |
| L&M Gardening Services - Verges | 1,250.00 |
| B. Shack lock - Bus Shelter Cleaning | 20.00 |
- 10.2 Monthly Finance - August 2017:-** **AGREED.**
- 10.3 Reserves:-** The Clerk reported that Debra Wait from St. James Place will be attending the next meeting.
- 10.4 Budget - 2018/19:-** Circulated. **AGREED.** The Precept will be increased by £2,530.
- 10.5 Bank Signatories:-** This matter will be placed on the next agenda for discussion.

11. ANNUAL REVIEW OF POLICIES

- 11.1 **Standing Orders:-** No amendments. **AGREED.**
- 11.2 **Financial Standing Orders:-** It was **AGREED** that the Clerk would circulate the latest model Financial Standing Orders for discussion at the next meeting.
- 11.3 **Asset Register:-** The Clerk will make the agreed additions and circulate to all Members for agreement at the next meeting.
- 11.4 **Risk Assessment:-** No amendments. **AGREED.**
- 11.5 **Training Policy:-** No amendments. **AGREED.**

12. **CORRESPONDENCE**

- 12.1 **Norfolk ALC Newsletters:-** Circulated. Noted.
- 12.2 **Department of Environment, Food and Rural Affairs Newsletter:-** Circulated. Noted.
- 12.3 **Email - Cromer Town Council - Civic Service:-** Circulated. Noted.
- 12.4 **Email - Dilham Parish Council:-** The Clerk read an email from Dilham Parish Council enquiring whether the helicopter noise from Norwich Airport was disturbing the residents of Sea Palling and Waxham. It was **AGREED** that the Clerk will write to Dilham Parish Council and state that Sea Palling and Waxham do not have a problem with the noise.
- 12.5 **Waxham Pill Box:-** The Clerk reported that she has not received a reply to her email from the Environment Agency and she will chase accordingly.
- 12.6 **Police Newsletter:-** Circulated. Noted.
- 12.7 **Vattenfall Letter:-** Circulated Noted.

13. **DATE OF NEXT MEETING**

The date of the next meeting was noted as Tuesday 28th November, 2017 at 7.30 pm in the Village Hall, Sea Palling.

There being no other business the Chairman closed the meeting at 8.11 pm.

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Chairman

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Date