

**MINUTES OF THE MEETING OF
SEA PALLING AND WAXHAM PARISH COUNCIL
HELD ON TUESDAY 15TH MARCH 2016 AT 7.30 PM
IN THE VILLAGE HALL, SEA PALLING**

Present:-

Chairman - Cllr. A. Allen, Vice-Chairman - Cllr. S. Deary,
Cllr. G. Casson, Cllr. T. Cleal, Cllr. J. Crafer and Cllr. G. Morris.

County Councillor A. Bradnock.

Helen Rainbow - Tour De Broads 2016

Julie Chance MILCM - Clerk

One member of the public also attended the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. K. Matthews, District Councillor R. Price and PCSO J. Boardman.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Declarations of interest were received from Cllr. S. Deary in connection with Item 9.1 - Jet Skis.

Declarations of interest were received from Cllr. A. Allen in connection with Item 10.4 Church Road ditches.

3. MINUTES OF THE MEETING HELD ON TUESDAY 9TH FEBRUARY 2016

The Minutes of the meeting held on Tuesday 9th February 2016, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

4. PUBLIC PARTICIPATION

A member of the public said that the agenda for this meeting had not been posted on the notice board. The reason for this was a mix up in the dates of the meetings.

A member of the public reported that the residents in Beach Road have joined up to put together a petition concerning parking. They would like to be able to park outside their properties which they are unable to do at present due to the double yellow lines. Once this petition is complete it will be passed to the Parish Council for action.

5. COUNTY AND DISTRICT COUNCILLORS' REPORTS

5.1 County Councillor's Report:- County Councillor Bradnock asked the member of public dealing with the petition whether he had a reference number from Norfolk County Council. He said he did not.

Norfolk County Council are in the process of redesigning their website to make it more user friendly. The new website will go live on 30th March this year.

County Councillors are being asked to promote the Norfolk Directory on the website which has information about services available in the area. Parish and Town Councils as well as members of the public can put information on relating to their area.

The Ambulance Service used to team up with the Police to gain entry to properties. They are now teaming up with the Fire Brigade who have better first aid skills. This also allows for the Police to be freed up to deal with Police matters. The Ambulance service is having a CQS Inspection and are asking for feedback from the public.

The works to deal with the flooding on the corner at Ingham will be completed before the end of March this year.

6. TOUR DE BROADS 2016

6.1 Helen Rainbow:- Report attached.

7. **NORTH NORFOLK DISTRICT COUNCIL - AFFORDABLE HOUSING**

7.1 It was **AGREED** following the public meeting that the Clerk would prepare some very simple questionnaires to be delivered to every household. There will be a cut off date on the questionnaires and Cllr. Allen will ask the local shop if the residents can drop the completed questionnaires off in their shop. Cllr. Morris will provide a cardboard box for this purpose.

8. **POLICE**

8.1 **Police Report:-** It was reported that no crimes had been recorded between the period 9th February to 14th March 2016 in either Sea Palling or Waxham.

9. **BEACH**

9.1 **Jet Skis:-** Cllr. Deary reported that Graham Deary will still be launching following his retirement but the Inshore Lifeboat have agreed to put the buoys out. North Norfolk District Council and Graham Deary are liaising and will be meeting to discuss the matter shortly. It was **AGREED** that no further action will be taken on this matter.

9.2 **Seal Pups:-** The Clerk circulated the suggested wording and cost of a new sign from the gentleman who looks after the seal pups at Horsey. It was **AGREED** that the Parish Council will pay for the sign. It was **AGREED** that Members will give the matter some thought and put together alternative wording and design for the new sign ready for the next meeting.

9.3 **Beach Path:-** Cllr. Cleal reported that the sand has washed away from the fencing base at Mill Lane and Clink Lane. This has left the large lumps of concrete at the base of the fencing visible and dangerous. It was **AGREED** that the Clerk would write to the Environment Agency and ask them to investigate the matter and carry out any necessary work to make the area safe.

10. **HIGHWAYS**

10.1 **“Traffic be Aware” Sign:-** It was reported that this sign has been erected. It was **AGREED** that no further action will be taken in this matter.

10.2 **Verge Cutting:-** The Clerk reported that she has not received any expressions of interest following the article in the Village Diary. It was **AGREED** that the Clerk would contact any local gardening contractors and send them a specification for the work.

10.3 **Bridge - Ditch West End Terrace:-** It was reported that this has not

yet been replaced. County Councillor Bradnock will chase this matter and report to the next meeting.

10.4 Church Road Ditches:- The Clerk read an email from a member of public thanking the Members for arranging for this work to be done. It was **AGREED** that no further action will be taken in this matter.

10.5 Partnership Funding - VAS Sign:- It was reported that the funding bid has been successful for the second VAS sign. It was **AGREED** that the Clerk would arrange a meeting with the contractor to agree the site and type of sign required. It was **AGREED** that the Clerk will write to the Sea Palling and Waxham Community Trust to inform them of the outcome and enquire whether they are still prepared to contribute towards the cost of this sign.

11. FOOTPATHS

11.1 St Margaret's Place:- It was reported that a date for this work has still not been received. County Councillor Bradnock will chase this matter and report to the next meeting.

11.2 Norfolk Trails - Circular Walks:- The Clerk circulated an email from Norfolk County Council stating that their audit and risk assessment of the route at the design stage through to implementation did not show the part of the route along the main road to be dangerous. Noted. It was **AGREED** that no further action would be taken in this matter.

12. PLANNING

12.1 Planning Applications:- None received.

12.2 Development Committee:- Nothing to report.

12.3 Planning Decisions:- None received.

13. NATURAL ENGLAND - COAST PATH PROPOSED ROUTE

13.1 It was reported that the public meeting was successful with a lot of information. There is no funding for fencing to protect the sand dunes at present but Norfolk County Council will be investigating sources to try and find some funding. It was **AGREED** that the Clerk would write to Norfolk County Council and ask them to keep us informed.

14. FINANCIAL

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|-------------|---|----------|
| 14.1 | The following cheques were AGREED and signed:- | £ |
| | J I Chance - Salary, Travel, Office Allowance, Postage and Stationery | 375.19 |
| | HM Revenue and Customs - Tax | 77.20 |
| | Graphic Edge - New Sign | 46.50 |
| | Stuart Hutcheson - IT Support - Website | 60.00 |
- 14.2 Grant Request:-** The Clerk read a grant request from Sea Palling and Waxham PCC for maintenance of the Churchyard. It was **AGREED** that this matter would be dealt with at the May meeting and the Clerk will place this on the agenda for that meeting.
- 14.3 Annual Inspection Sheets - Assets:-** It was **AGREED** that the Clerk would prepare a maintenance sheet for any repairs recommended by the Members.

15. ANNUAL REVIEW OF STANDING ORDERS/FINANCIAL STANDING ORDERS/ASSET REGISTER/RISK ASSESSMENT/TRAINING POLICY

- 15.1 Standing Orders:-** Following annual review it was **AGREED** that no amendments would be made.
- 15.2 Financial Standing Orders:-** Following annual review it was **AGREED** that no amendments would be made.
- 15.3 Asset Register:-** Following annual review, it was **AGREED** that the extra dog bin and new sign would be added to the list.
- 15.4 Risk Assessment:-** Following the annual review it was **AGREED** that the insurance company name would be changed. It was **AGREED** that no other amendments were necessary.
- 15.5 Training Policy:-** Following annual review it was **AGREED** that no amendments would be made.

16. CORRESPONDENCE

- 16.1 NNDC - Deep History Coast:-** Circulated. Noted.
- 16.2 NALC - Newsletter:-** Circulated. Noted.
- 16.3 Stalham and Smallburgh First Responders:-** Circulated. Noted.
- 16.4 NNDC - Maintenance Work to Public Toilets:-** Circulated. Noted.
- 16.5 NCC - Free Health Checks:-** Circulated. Noted.
- 16.6 North Norfolk Tourism Overview Management Forum:-** Circulated. Noted.
- 16.7 NNDC Local Plan Newsletters:-** Circulated. Noted.
- 16.8 Vattenfall Wind Power:-** Circulated. Noted.

17. DATE OF NEXT MEETING

The date of the next meeting was noted as Tuesday 12th April 2016 at 7.30 pm in the Village Hall, Sea Palling.

There being no other business the Chairman closed the meeting at 8.55 pm.

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Chairman

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Date