

Fritton with St Olaves Parish Council

Chairman: Allan Mendum

Vice Chairman: Stannas Bellaby

Minutes from the Parish Council Meeting held on Thursday 24th September 2020

Remotely using zoom.

Present:

Keith Nunn, Judith Bosworth, Margaret Johnson, John Stephens, Peter Storey, Rowland Dunn, and John Burton, Parish Clerk Kate Palmer and Borough Cllrs Cameron and Myers.

The meeting commenced at 7.01pm

PUBLIC SECTION

There was no public section.

1. ELECTION OF CHAIRMAN FOR THIS MEETING

Cllr Johnson Proposed Cllr Nunn to Chair this meeting, Seconded Cllr Bosworth. All In Favour.

2. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllrs Mendum, Rose and Bellaby. To accept the apologies Proposed Cllr Johnson, Seconded Cllr Bosworth. All In Favour.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MINUTES

Minutes from the meeting held on 30th July 2020 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record Proposed Cllr Nunn, Seconded Cllr Johnson. All In Favour.

5. MATTERS ARISING

Cllr Stephens reported some of the passing points on New Road are still blocked with soil that had been discarded during the lock down period. It was agreed for the Clerk to ask County Cllr Grant and NCC Highways Dept if the soil can be removed, and also how many of them are designated passing points approved by NCC. It was thought some of the areas in question had been man made by erosion over the years by people parking on certain sections of the road.

It was generally agreed that more designated parking areas are needed for visitors accessing Fritton Woods. Cllr Storey added if more people are encouraged to visit the area more needs to be done to prevent people speeding along New Road.

6.FINANCIAL REGULATIONS & PARISH COUNCIL RISK ASSESSMENT

Prior to the meeting the Clerk had circulated a copy of the Parish Council financial regulations and and risk assessment. To approve both documents Proposed Cllr Stephens, Seconded Cllr Johnson. All In Favour. A copy of the risk assessment is appended to and does form a part of the minutes.

7 .ADMINISTRATION & FINANCIAL MATTERS

CQ Number	Detail	Amount
100671	K. Palmer- August salary £429.51, less tax £85.80	£343.71
100675	K. Palmer -Sept salary 439.91 plus backdated pay increase 51.95, less tax £98.40, plus £20 monthly tele/broadband allowance Aug & Sept	£413.46
100676	HMRC -Tax from K. Palmer – August & Sept	£184.20
	Total	£941.37

To approve the payment sheet above Cllr Bosworth, Seconded Cllr Nunn. All In Favour.

8. BUDGET TO SPEND REPORT, ASSET REGISTER & BANK RECONCILIATION

Prior to the meeting the Clerk had circulated to all member a copy of the budget to spend report, asset register and bank reconciliation.

Bank Reconciliation 20th September 2020

Community Account	£6496.25	
Business Account	£3635.18	
	£10,131.43
Cheque Number 100675	£413.46	
Cheque Number 100676	£184.20	
Cheque Number 100674	£179.99	
	(£777.65)
Closing Balance as at 31 st March 2020		£9353.78

Cash Book

Opening Balance 1 st April 2020	£8649.19
Plus Receipts	£4103.59
Less Payments	£3399.00
Closing Balance per cash book	£9353.78

Budget to Spend Report 20th September 2020

	2020 - 2021 Budget	2020 - 2021 Spend to date
	£	£
Parish Clerk's Salary inc HMRC tax payments	5,307	2,640
Hire of village halls for meetings	162	0
Hire of office	175	0
Parish Council Insurance	350	331
Parish Clerk's expenses inc tele/broad	120	60
Contributions to Village Halls – bi annual	300	0
Graveyard Maintenance Payments	495	0
Norfolk Assn of Local Councils	195	180
Training	50	0
Accounting & Audit fees	70	66
Blocka Run Grass Cutting	80	0
Donation Community Car Scheme	0	0
Village signs & notice board Maintenance	150	0
GYBC dog bin emptying	70	70
Stationery	40	0
Postage	35	0
Contribution to purchase Defibrillator (to be held in Council reserves)	300	0
Maintenance of Speed sign	100	0
Sundry inc mileage	50	40
VAT to be reclaimed	0	14
	8,049	3,387

Schedule of fixed assets as at 10th June 2020

	£
Phone Box - Fritton	1
Strongbox	573
Fritton Notice Board	150
St Olaves Notice Board	192
Additional St Olaves Notice Board	258
Laptop Computer with software	525
Printer / Photocopier	66
Office furniture (desk, chair, 4 and 2 draw filing cabinet)	1 donated
St Olaves Village Sign	1 funds raised by villagers
Fritton Village Sign	1 funded by Great Yarmouth Tourist Board
Grit Bin	130
SAM2 Speedsign	1 funded by County Cllr A. Grant
Dog Bin for Fritton Woods	133.93
	<u>2032.93</u>

To accept all three reports Proposed Cllr Nunn, Seconded Cllr Johnson. All In Favour.

9.INTERNAL CONTROL OFFICER REPORT

Cllr Bosworth confirmed she had met with the Clerk to undertake the Internal Control Officer checks which included checking invoices against cheque stubs, bank statements and payment sheets. All accounts were in good order with no problems to report.

10. PLANNING

Comments to the following planning application had already been submitted to GYBC before the meeting.

06/20/0257/F Cirrus, Herringfleet Road, St Olaves Single storey double garage

It was agreed to submit no objections subject to neighbours comments for the planning application above with the following conditions:

1. The new garages are for residential use only for the property on which they are built, that is the bungalow Cirrus.
2. Access must be given full consideration. There are concerns with how close the garages will be next to the A143 Herringfleet junction, which is already a very congested area. There are concerns the garages may cause a safety issueduring busy times when the school children are disembarking from buses and cars and crossing the road.
3. Can it be arranged for a Tree Preservation Order to be put on the tree which is next to the potential site but actually within the Buckworth Garage curtilage? The tree is a real focal point in the area.

Cllr Nunn reported he had sent a letter of complaint to the head of the planning department concerning the outcome of the Caldecott Hall planning application.

It was agreed for the Clerk to send a letter of thanks to Cheryl Peel, the Senior Planning Officer at the Broads Authority for their support in objecting to the application.

11. POSITIONING OF SAM2 SPEED SIGN

Having spoken to a number of Parishioners Cllrs Stephens questioned, how can the Parish Council justify having the cul de sac New Road listed as one of the designated SAM2 positions? When you look at the figures obtained from the Speed Camera Team comparing

New Road, to the A143 which runs through Fritton, no comparison can be made. An added concern is that by having the machine located in less problematic areas, the impact and effectiveness of the machine may become filtered.

Cllr Stephens reported he had contacted the Police and they have stated that SAM2 machines should be positioned in places of priority in the villages. The bend on the A143 in Fritton is classed as a red priority zone which should be attended by the Polices camera team twice a month.

After some discussion it was agreed the Parish Council will review all the SAM2 positions on an individual basis at the next meeting, if the majority feel that some of the NCC approved locations are not needed they will be omitted from the schedule.

It was agreed for Cllr Stephens to provide the Clerk with the figures concerning speeding vehicles on the A143, the Clerk can then write to the Safety Team to request a permanent speed camera to be installed near to the bend.

Borough Cllr Myers confirmed he and Cllr Stephens did have a meeting with the Police sometime ago about this but nothing has followed since the meeting, therefore he will contact them again.

12. NCC PARISH PARTNERSHIP SCHEME

Cllr Nunn suggested possibly the Parish Council could apply to the Parish Partnership Scheme to have the footpath that runs next to the A143 in Fritton widened to help protect pedestrians.

Cllr Stephens stated he felt this would not be a good idea, it may make the problem worse as lorries already mount the pavement when driving around the bend. Cllr Stephens suggested adding flexible posts next to the pavement would be a better option.

It was agreed for the Clerk to contact NCC Highways about both options to ask for advice and how much either options would cost if they were agreed. Any project applied for under the scheme will be funded 50% by NCC and 50% by the Parish Council.

Borough Cllr Myers reminded the Parish Council any applications to request funding from the Borough Cllrs ward budgets must be submitted by mid October. Criteria for applications being to improve existing assets or to enhance assets for the village. When asked Borough Cllr Myers replied it may be possible to fund purchasing a new defibrillator from the ward budgets.

Borough Cllr Myers stated he will find out from GYB Services why the litter bin located near to the Church in Fritton has again not been emptied.

13. TIME & DATE OF THE NEXT PARISH COUNCIL MEETING

The next Parish Council will be held on Thursday 26th November remotely using zoom.

With no further business the meeting was then closed at 8.02pm