

# **Fritton with St Olaves Parish Council**

Chairman: Stannas Bellaby Vice Chair: Margaret Johnson

## **Parish Council Meeting**

**held on Thursday 24<sup>th</sup> November 2022 at St Olaves Village Hall**

### **Present:**

Councillors Stannas Bellaby (Chair), Clive Julian, Peter Storey, Rowland Dunn, Keith Leggett, Judy Bosworth, Margaret Johnson, Parish Clerk Kate Ruddock, and four members of the public including County Cllr Annison.

A minutes silence was held to mark the very sad passing of Parish Councillor Jill Rose.

*The meeting commenced at 7.31pm*

### **PUBLIC SECTION**

There was no public section.

### **1. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllrs Burton and Stephens. To accept the apologies proposed Cllr Bellaby, seconded Cllr Johnson. All in Favour.

### **2. DECLARATION OF INTEREST**

There were no declarations of interest.

### **3. MINUTES**

Minutes from the meeting held on 29<sup>th</sup> September 2022 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record proposed Cllr Leggett, seconded Cllr Dunn. All in Favour.

### **4. MATTERS ARISING**

#### Waveney Forest Trees

Cllr Dunn asked Cllr Storey for an update concerning Newcombe Estate felling a number of trees in the forest which overhang a neighbouring properties garage. The trees are now very exposed since the felling of other trees in the forest was undertaken.

Cllr Storey stated Newcombe Estates had asked for a quotation to remove the trees which has been obtained and passed onto them, but since then there has been no further action taken. It was agreed the Clerk will write to the Estate to find out if they do intent to fell the trees as there is concern they have been blown down in heavy winds this winter.

#### Jubilee Bench – St Olaves

Cllr Johnson reported there has still not been any further progress or correspondence from the Broads Authority. Follow up emails have been sent to the Officer who is looking into the installation, however they have not confirmed if permission has been granted to install the bench at the requested location.

Cllr Storey added a wedding had taken place in Waveney Forest a couple of weeks ago. This was made possible due to access into the forest being open because the fencing had not been reinstated after the logging had finished. It was agreed to add this into the letter being sent to Newcombe Estates.

## **5. MINUTE BOOKS**

The Clerk reported there are a number of minute books dating back many years stored in the Fritton Village Hall office. It is recommended only 5/6 years of minute books are stored locally. For safe keeping older records should be deposited at the Archive Centre at County Hall. It was agreed by all members for the Clerk to deposit the records at County Hall.

## **6. PARISH COUNCILLOR VACANCY**

Due to the very sad passing of Parish Councillor Jill Rose there is now one Parish Councillor vacancy. GYBC have been notified and the relevant notices have been added to the notice boards. If no election is called the Parish Council will be free to fill the vacancy by co-option during the January meeting.

## **7. NCC HIGHWAY MATTERS**

### ***Fritton with St Olaves – Informal Walkway***

County Cllr Annison reported he had not received any update from the Highways Engineer stating when the work to create the walkway is due to start, this will be chased this up after the meeting.

Cllr Bosworth reported Cllr Stephens had been in contact with Great Yarmouth BID as they have declined the application to fund part of the project. They had explained they could not fund works which fall under the remit of the Highways Dept. They stated the Parish Council could apply for funding for different projects such as the installation of the Jubilee bench.

### ***Fritton Village Sign – posts in grass verge***

County Cllr Annison confirmed NCC Highways will install the wooden posts on the grass verge using funding from his Highways budget however permission will have to be sought from the land owner first, as this area of land is not owned by NCC.

The Clerk confirmed Borough Cllr Myers had provided details concerning the Borough Cllr ward budgets, Parish Councils can not apply for this funding as they are a precepting body.

### ***Road Safety Fund***

County Cllr Annison stated the Highways Engineer has made an application to have overtaking safety signage installed on the Herringfleet Road to be paid for from this funding.

- It was reported the sam2 speed machine are not working and one has not been moved in some time. The Clerk following the last meeting she had spoken with one of the volunteers that moves the machine, due to being unwell they had not been able to move to a new location. The Clerk will contact them again to obtain an update.
- It was agreed to ask GYBC to sweep the section of Beccles Road as you entre St Oaves from Fritton running towards Buckworths garage as it is very muddy.
- County Cllr Annison reported the reason the resurfacing to the Herringfleet Road junction had not been started and is being held back is due to the amount of existing road works and road closures in Gorleston and Great Yarmouth, this work will not be undertaken until some of these roads are reopened. Cllr Johnson added the section of road outside the Bell in St Olaves also need repairing.

## **8. 2023-2024 PRECEPT**

The Clerk had circulated to all members prior to the meeting a draft copy of the 2023-24 precept which contains an increase of 7%. A new line has been created this year to build up a budget line for Parish Council elections in the Councils reserves. GYBC have provided a schedule of approximate costs if an election is held in the Parish, the cost to the Parish

Council would be a minimum of £1613.

	2022 – 2023				2023 - 2024
	Budget	Actual Apr-Sept	Estimated Oct-Mar	Forecast	Budget
	£	£	£	£	£
Parish Clerk's remuneration	5,517	2,801	3,140	5,941	6,200
Hire of village halls for meetings	162	87	84	171	171
Hire of office and electricity	175	0	175	175	175
Parish Council Insurance	340	0	368	368	380
Clerk's tele/broadband	120	60	60	120	120
Contribution to Village Halls (bi-annual payment)	300	0	150	150	150
Graveyard Maintenance Payments	495	0	495	495	495
Norfolk ALC & Broads Society Subscriptions	200	203	0	203	230
Training exps including mileage	0	0	0	0	0
Accounting & Audit fees	50	50	0	50	50
Jubilee/Memorial Bench	0	0	0	0	150
Village Maintenance- village signs & notice boards	50	0	0	0	50
GYBC - Annual payment to empty dog bin -Fritton Woods	70	70	0	70	70
Stationery	80	60	40	100	120
Postage	30	8	16	24	30
Contribution to purchase speedsign	700	0	0	0	0
Maintenance for SAM2 Speed sign	50	0	0	50	50
Parish Council Election (year 1 reserves)	0	0	0	0	400
Sundry	0	64	0	64	60
	8,339	3,403	4,528	7,981	8,901
LESS:					
Council Tax Support Grant	105				105
Concurrent functions Grant	550				550
<b>Total Precept Submitted</b>	<b>7,684</b>				<b>8,246</b>

To accept the draft precept proposed Cllr Leggett, seconded Cllr Johnson. All in Favour.

## 9. INTERNAL CONTROL OFFICER REPORT

Cllr Bosworth reported she had met with the Clerk and had undertaken checks on the invoices, payments sheets and bank statements. There were no problems found all the paperwork was in good order.

## 10. ADMINISTRATION & FINANCIAL MATTERS

	Detail	Amount
BACS	K. Ruddock- October Salary £448.93 less tax £89.80 plus £10 monthly tele/broadband allowance	£369.13
BACS	K. Ruddock - November Salary £483.59, plus backdated pay increase £242.62 less tax £145.20, plus £10 monthly tele/broadband allowance	£591.01
BACS	HMRC tax from K. Ruddock October £89.80 & November wage £145.20	£235.00
BACS	Fritton Village Hall- payment for September 2022 meeting	£27.00
	<b>Total</b>	<b>£1,222.14</b>

To propose the above sheet for payment Cllr Bosworth seconded Cllr Bellaby. All in Favour. The Clerk reported Nalc had notified all Clerks that they have been awarded a pay increase of 6.5% backdated to April 2022.

### **Norfolk ALC - .gov.uk domain name and email addresses**

The Clerk had circulated to all members prior to the meeting information from Nalc who are offering either free of charge or at cost price (£60 p/y) to set up .gov.uk email addresses for all Councillors and the Clerk. By doing so shows the Parish Council emails are coming from a trusted UK public sector. In order to set up this pilot Nalc needs interested Parish Councils to register their interest by the 16<sup>th</sup> December.

After some discussion it was agreed to register interest in the scheme.

### **Bank Reconciliation**

The Clerk had circulated the following bank reconciliation to all members prior to the meeting.

Bank Balance as per statements as at 23<sup>rd</sup> November 2022

Community Account	£3,559.80	
Business Account	£9,003.19	
	.....	
		£12,562.99

No unrepresented payments

Closing Balance as at 23<sup>rd</sup> November **£12,562.99**

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### **Cash Book**

Opening Balance 1 <sup>st</sup> April 2022	£ 8,576.05
Plus Receipts	£ 9,007.67
Less Payments	£ 5,020.73
Closing Balance per cash book	<b>£12,562.99</b>

## **11. PLANNING**

Comments for the following first two applications had previously been submitted to GYBC prior to the meeting.

### **06/22/0908/M Bridleway North of Blocka Road, Herringfleet & Somerleyton**

Prior approval notification for proposed cattle underpass

It was agreed to submit no objections subject to neighbours comments for the above application.

### **06/22/0883/LB Caldecott Hall, Fritton**

06/22/0862/F Conversion of 3no. Existing barns into 6no. Units of holiday accomm

It was agreed to submit no objections subject to neighbours comments for the above application.

### **06/22/0814/VCF Ivy House, Beccles Rd, Fritton**

Variation to cond 2 on app 06/20/0106/F

(change of materials white cement instead of lime mortar, PVC windows instead of timber casements)

It was agreed to submit no objections subject to neighbours comments for the above application.

### **06/22/0988/F Fritton Lake, Fritton**

Retrospective application to swimming pool changing rooms roof and reduction in size of building.

It was agreed to submit no objections subject to neighbours comments for the above applications.

**Applications Approved:**

BA/2022/0239/HOUSEH Freshfields, Priory Rd, St Olaves Convert garage into living space

**Update on Longacre, Priory Road, St Olaves**

Following from the last meeting the Broads Authority had been contacted concerning the works at Longacre, Priory Road. The Broads Authority confirmed they had contacted the property owner to instruct them to reinstate the dyke and put the land back to how it was. Cllr Julian reported he had been contacted again by the neighbouring property owners, they had been in contact again with the Broads Authority to notify them that there is still a significant problem with flooding in their gardens since the dyke has been reinstated. However the Broads Authority had replied to them stating as far as planning enforcement goes, they had asked for the dyke to be filled in and the operator has complied with this request.

Cllrs Julian and Dunn attended a second site meeting with the residents and it was evident at that meeting their land is still very flooded and the issue has not been resolved. The Broads Authority has since been contacted again and have now agreed to reopened the case, the works to reinstate the dyke was never inspected by them.

It was agreed for Cllr Julian to speak again to the residents before the Environment Agency or Broads Society are consulted.

**12. DECOY TAVERN – NOMINATION AS ASSET OF COMMUNITY VALUE**

The Clerk reported on the 7<sup>th</sup> October an email had been received from N P Law which stated due to a relevant disposal of the property which had taken place on the 30<sup>th</sup> September, GYBC were obliged to remove the property from their list of assets of community value. The Clerk had contacted Borough Cllr Myers to find out details concerning a possible appeal being made by the property owner because GYBC had not made a decision on the outstanding planning application.

The planning department replied stating the reason the Parish Council had not been officially notified was because no date has been set as yet for the appeal.

All Cllrs had been sent a copy of the structural report that had been forwarded to the Clerk from the agent which states the roof structure is in need of being replaced and the rest of the building is in poor condition and beyond economic repair.

It was agreed for the Clerk to contact the agent to ask to push back the fencing surrounding the plot so it is inside the car park bollards, as currently it impinges viability when driving out of the junction.

**13. TIME & DATE OF THE NEXT MEETING**

The next meeting will be held on Thursday 26<sup>th</sup> January at 7.30pm at Fritton Village Hall

*With no further business the meeting was closed at 8.31pm*