

# **Fritton with St Olaves Parish Council**

Chairman: Stannas Bellaby Vice Chair: Catherine Richards

## **Parish Council Meeting**

**held on Thursday 21<sup>st</sup> September 2023 at Fritton Village Hall**

### **Present:**

Councillors Stannas Bellaby (Chair), Catherine Richards, Peter Storey, Rowland Dunn, John Wadeson, John Burton, Hayley Carruthers, Parish Clerk Kate Ruddock, and County Cllr Annison.

### ***The meeting commenced at 7.30pm***

#### **PUBLIC SECTION**

The following NCC Highways matters were discussed within the public section.

- County Cllr Annison reported the A143 junction at the Herringfleet Road has been scheduled to be resurfaced between the 13<sup>th</sup> and 17<sup>th</sup> November, the road will be closed between 8pm and 6am.
- NCC Highways have confirmed they will be extending the double white lines on the A143 near to the Cherry Lane Garden Centre.
- It was agreed to ask Highways to repaint the white lines on the road at the entrance to Fritton Lake as they are now very faded.
- Cllr Storey reported he had been informed that Cherry Lane had offered to provide some funding to NCC to go towards safety improvements at their junction, however this had been declined.
- County Cllr Annison confirmed he will chase with Highways when they intend to cut back the hedges along New Road which they had reported would be done after the nesting season.
- It was agreed for the Clerk to write a letter to the owners of Pinewoods, New Road, Fritton to ask they cut their hedges back as they are now overhanging the road.
- Cllr Storey reported last year signage was placed on New Road concerning future resurfacing of the road, however nothing has followed since the signage was removed.
- The Chairman reported the give way sign by the triangle at the top of Church Lane in Fritton has been flattened.
- Cllr Richards asked could reflective posts be added near to the track to the Round House on New Road in Fritton in order to prevent people parking there, parked cars are causing visibility problems when exiting the track?
- Cllr Storey asked why has there been a new hedge planted very close to the road on the A143 in Bradwell next to the Beevors Farm? This will cause a problem in the future when the hedge grows and matures.

***With no further business the public section was closed and the main meeting commenced at 7.43pm***

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

Apologies for absence had been received from Cllrs Barnes, Stephens, Betts and Borough Cllrs Murray-Smith and Carpenter. To accept the apologies proposed Bellaby, seconded Cllr Richards. All in Favour.

## **2. DECLARATION OF INTEREST**

There were no declarations of interest.

## **3. MINUTES**

Minutes from the meeting held on 27<sup>th</sup> July 2023 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record proposed Cllr Richards, seconded Cllr Dunn. All in Favour.

## **4. MATTERS ARISING**

- English Heritage have been contacted to try and find out who now has been employed to keep the key to St Olaves Priory. The keys have been handed back to English Heritage since Jill Rose passed away.
- GY Services have reported the mechanical road sweeper will be used to sweep Priory close annually. However due to employee shortages they will be deploying sweepers to these areas as soon as they have the manpower and resources available.
- Cllr Richards confirmed the Decoy P.H. Has been included within the Neighbourhood Plan as a non designated heritage site.

## **5. COUNCILLOR CO-OPTION**

The Clerk reported she had received a letter from Mr John Wadeson requesting to be co-opted onto the Parish Council. To propose to co-opt Mr Wadeson onto the Council Cllr Bellaby, seconded Cllr Dunn. All in Favour.

## **6. REVIEW OF EFFECTIVENESS OF AUDIT**

**Internal Control:** - Fritton with St Olaves Parish Council has approved financial standing orders which set out the way that Council's finances are to be managed which are approved annually.

Two signatories out of three sign have online access with Barclays Bank to authorise online payments which is in line with the financial documents. The clerk/ RFO shall have the delegated authority to make payments that are due if a Parish Council meeting has been cancelled for any reason. All payments will then be reported to Council as soon as possible. The signatories shall check each payment to ensure details are correct including the amount and payee .

The Parish Council has approved one Councillor as the Internal Control Officer for the Council (this Councillor will not be one of the signatories). This Councillor will check the bank reconciliation's plus check that the payments on the bank statement match up to the cash book, payment sheet.

The clerk is the responsible financial officer and is responsible for the day-to-day financial management of the Council and will report all payments to the Council.

**Internal audit** - The Council has appointed an independent and competent internal auditor and carries out a review of the effectiveness of the internal audit once a year, completes Section 4 of the Annual Return.

**External audit** - The Council's external auditors are PKF, the Parish Council income and expenditure is less than £20,000 the Parish Council has declared themselves as exempt from having to undertake an external audit, the completed signed exemption certificate is emailed to the External Auditors.

This review shall be carried out once a year and recorded in the Council's minutes.

The Clerk confirmed the Parish Council needs to appoint a Cllr as the Internal Control Officer for the Council at the next meeting, this position can not be held by any signatory.

## 7. NCC HIGHWAY MATTERS

Issues raised by a member of public to Cllr Richards:

- The condition and maintenance of the footpath from Fritton Church to main road had been raised.  
The Chairman stated he thought this land may be located on part of the Somerlayton Estate, therefore the Clerk will contact the Estate Manager.
- The Clerk confirmed there had not been any further update from Haddiscoe Parish Council concerning the road that had been blocked off near to the white house.
- Dangerous Tree
- The Chairman reported the following information has been received from NCC prior to the meeting.

*“During our recent summer drive-by inspections of the county’s roads, we noted a tree on Beccles Road, Fritton and St Olaves which we believe is on Fritton and St Olaves land that may pose a threat to the highway. This may already be in hand through your own tree management procedures, but in case this has not yet been identified please find attached a tree report showing the tree locations and work recommendations.*

*Recommendations and time frames contained in the report are advisory and are not intended to exclude alternative action taken to make the tree(s) safe.”*

They have reported the tree in question has ash die back. After some discussion it was agreed the Chairman will take a look at the tree in question to confirm that it is located on the strip of land owned in that area by the Parish Council. If it is then quotes will need to be obtained to remove the tree.

- Cllr Richards reported she had received a request for a new trod to be installed on the Herringfleet Road, it is thought from the A143 junction, running up to the Ashby Road turning.

It was generally agreed that the verge running next to this section of road is already fairly clear, so it is not sure if a trod would really be needed, however it was agreed for the Clerk to contact the Highways Engineer to find out if NCC would consider the installation of a trod in the area.

Cllr Dunn added it was this part of the road which another resident had asked for an extension to the double yellow lines to be added.

- The Chairman gave thanks to County Cllr Annison for helping to get the new wooden posts installed on the Fritton Village Sign grass verge.
- Cllr Dunn reported correspondence has been received from GYBC concerning the hemlock weed located at the Dell in Fritton. As this has now died back it was agreed to report this again to GYBC next spring when it starts to grow again and is clearly visible.
- Cllr Storey stated he felt the SAM2 machine should be sited on New Road again as it was not working for the whole time when it was there in the summer.  
Cllr Dunn added it had been working for a good amount of the time, the battery had then run out which will now have been recharged now it has been moved to the next location.
- Cllr Richards stated she felt a larger 30pmh sign is needed for New Road, however it was thought this would not be possible as the post for the sign is the same post used for the SAM2.

## 8. MARSH LANE, BELTON – EVENING EVENT

Members reported they had received numerous complaints about the evening event that had

taken place during the summer. Noise from the party could be heard all the way back to Haddiscoe.

County Cllr Annison was asked is this something the Noise Abatement Officer at GYBC could deal with, could they have closed the event/shut the party down?

County Cllr Annison replied that this type of event is very difficult to deal with during the night time.

## 9. ADMINISTRATION & FINANCIAL MATTERS

	Detail	Amount
BACS	K. Ruddock- August wage £497.54 less tax £99.40 plus £10 monthly tele/broadband allowance	£408.14
BACS	K. Ruddock - September Salary £497.54 less tax £99.60, plus £10 monthly tele/broadband allowance	£407.94
BACS	HMRC tax from K. Ruddock August £99.40 & September wage £99.60	£199.00
BACS	K. Ruddock – Refund for postage	£3.10
BACS	St Olaves Village Hall- payment for July 2023 meeting	£30.00
	<b>Total</b>	<b>£1,048.18</b>

Bank Balance after the September payments:

Community Account £ 25.00  
 Business Account £10,314.74  
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 £10,339.74

To propose payment for the sheet above Cllr Richards, seconded Cllr Burton. All in Favour.

## 10. PLANNING

### **Comments already submitted to GYBC:**

- 06/23/0334/F Caldecott Hall, Beccles Road, Fritton

Demolition of former stable buildings & siting of no. 5 twin holiday chalets

Fritton with St Olaves Parish Council objects to the planning application above. There is concern the additional accommodation would add pressure to local services such as the existing sewage infrastructure which already struggles. There is also concern around the amount of additional traffic which will be generated when the holiday accommodation is in use on the already very busy A143 road which runs through both Fritton and St Olaves.

- 06/23/0496/HH Hill House, Heath Road, St Olaves

Demolition of two storey extension and helicopter shed, and erection of new two storey extensions, swimming pool and gym.

Fritton with St Olaves Parish Council would like to submit no objections to the above planning application.

Applications Refused:

06/23/0438/O Forestry Cottage, New Road, Fritton

Outline planning permission for one self-build dwelling with parking and gardens

The following Tree Preservation Order has been approved:

Order No 16 of 2023 – Trees on Waveney Forest House, New Road, Fritton

**11. NEIGHBOURHOOD PLAN**

The Chairman updated from that last Steering Group meeting which was held on the 12<sup>th</sup> September. 2023/24 grant funding has now been released, and the committee worked through various points within the draft plan which had been produced by CCP.

The next meeting will be held on 10<sup>th</sup> October, 7pm at New Road Sport & Leisure Centre, Belton

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

The next meeting will be held on Thursday 16<sup>th</sup> November 2023, 7.30pm at St Olaves Village Hall.

*With no further business the meeting was closed at 8.39pm*