

Minutes of the Ordinary Parish Council Meeting

Held Monday 8th July 2024 @ 7pm - Bacton Village Hall

Present: Susan Holden (Chair), Coral Salih (Vice Chair), Jan Rush, Richard Kimble, Gill Cullingford, Christine Smith, Stephen Humphreys-White, Ian Witham and Lynn Day
Others: 2 members of the public plus 1 co-optee and Pauline Porter - NNDC

1. To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting

Apologies to the Clerk had been received from Nigel Lee due to work commitments and these were accepted by the Council.

2. To receive declarations of pecuniary interests and dispensations - interests in Agenda items and individual dispensations.

Ian Witham - prejudicial interest as a member of Open Spaces.

3. To approve the Annual Parish Council Minutes 13th May 2024

Resolved that these were approved by the Chair

It was confirmed that the Annual Parish Minutes had also been circulated and received by members.

4. Co-option of new member - details circulated

The details of Lynn Day had been circulated to members for their consideration. It was resolved that Lynn Day be co-opted onto the Council. The Clerk would complete the relevant paperwork and liaise accordingly.

EP

5. Resolution to adjourn the meeting for public participation - NNDC and CC Reports (10 minutes allowance)

Members of the public are invited to give their views on Parish affairs at the discretion of the Chair, for no more than 10 minutes.

Two members of the public attended to discuss their planning application for The Wild, The Green at Edingthorpe. They explained the formalities which they had to adhere to as directed by NNDC Planning and English Heritage. During the time of ownership the structure had been Grade II listed and the building was falling into disrepair. Members of the Council had been invited to attend a site visit with the owners to discuss the proposed plans with one member attending. There was lengthy in depth discussion on this planning application between Council members and the owners. The Chair summarised the issues surrounding the application and Pauline Porter, NNDC urged members to support it.

6. To review and consider Planning if received and agree response

CI/24/1050	Beach Haven Caravan Pk	Lawful Development certificate for existing land as holiday caravan park with 45 pitches	Information only
24/1037	Wayside, The Street	Demolition of single storey rear ext and erection of replacement single storey rear ext	Approved
24/1263	The Wild, The Green	Internal & Ext works to facilitate partial demolition of single storey side ext, renovation of existing cottages, first floor and rear extensions and erection of detached garages	Resolved to support-Clerk to action
24/1201	The Wild, The Green	Partial demolition of single storey side ext, renovation of existing cottages, first floor and rear ext, erection of detached garages	Resolved to support-Clerk to action

24/0509	The Apple House	CLD as a single dwelling	Not Lawful
24/0930	Church Farm	Demolition of outbuilding and erection of four dwellings with integral garages	Response by 26.07.24*

*Robust discussion took place on this application and members resolved to object to the application on design grounds and considered that they should blend more into the historical setting. Brick and flint needed to be incorporated into the structures.

7. To consider and review correspondence

Barclays Bank Statement - residual interest	To sign letter
Co-option of new member - information circulated	Agenda
Section 53 of the Wildlife Act - Bacton Footpath No3	Circulated
DHSC - hopeful for additional government funding	Noted
Coastwise Cafes	Circulated
NCC - grass cutting information - circulated	Agenda item
NCC Parish Partnership Scheme - 25-26	Agenda - September
Ed Maxfield - monthly report	Circulated
NNDC - Housing Enablement Team	Circulated
NNDC - Norfolk Coast Forum	Informed

8. To formally agree to the delegated responsibility for amenity grass cutting from NCC Highways and receive a yearly payment

The Council agreed to accept the delegated responsibility for grass cutting - the Clerk would liaise with Highways.

EP

9. Clerk report and report on Matters Arising (updates and for information only)

GENERAL

9.1 Village maintenance programme to be reviewed

The Clerk informed on the maintenance programme and that slowly projects were being completed.

9.2 Allotments - invoices sent out together with increase letter 2025-2026

One allotment holder is to be reminded again.

EP

9.3 Creation of additional allotments at Playing Field - quotes/guidance being sought to install overhead barrier to restrict larger vehicles from playing field. The Clerk was asked to expedite the overhead barrier.

Agenda

9.4 Provision of Emergency Bleed Control Kit in village

Clerk informed that the cost of the kit including cabinet was £480 plus VAT and if purchased via the Joe Dix Foundation would also be registered with the Ambulance Service. The location of the unit would need to be resolved and members would speak to the Superstore and Village Hall and report back to Council.

Agenda

9.5 Additional bank signatures - in progress paperwork to be signed

EP

9.6 NCC - provision of school bus service from parish to NW High School

This service was being monitored by NCC however, it was informed that the School Bus was continually late and that there was a School log. A copy of the log would be supplied in order that the Parish Council can inform and prove to NCC that there is an issue with the bus service provision.

EP

HIGHWAYS

9.7 Repair of finger pointers at North Walsham/Coast Road ref 900268092 - this had been completed

THE PAVILION

9.8 Playing Field - additional dog signage installed

9.9 Future use of building - the unit had been advertised and there had been a few interested parties. The Clerk had met with one applicant and a proposal had been put together and circulated to the Council for their consideration. The Clerk was asked to contact the applicant and discuss the matter further and they would then be invited to attend a meeting.

EP

EDINGTHORPE

9.10 Funding and location for 2nd defibrillator for Edingthorpe

This was being considered and further information needed to be supplied to the Council.

9.11 Land at Edingthorpe - Highbanks - parking provision

The Clerk would contact the resident and find out the continued need for this facility and report back to the Council. EP

10. To consider and review procedural documents

10.1 Standing Orders

10.2 Financial Standing Orders

These were deferred for further amendments.

Agenda

11. To consider Financial Matters

11.1 To consider donation to North Norfolk Community Transport

(21-22 £100 - 25 members - 171 single trips in 23-24)

It was resolved that an amount of £150 be donated to NCT.

11.2 To receive bank reconciliation and note receipts and review reserves

The Clerk detailed the bank reconciliation and the Council reviewed reserves. The reconciliation would be signed by 2 members.

11.3 To agree payment schedule and approve payments

Payments to be authorised at meeting	
Secret Gardens (Stuart Clark) – Highbanks	120.00
EON – Pavilion	19.57
Wave Water (Pavilion 14.44 & Allotments £11.05)	25.49
Secret Gardens (Stuart Clark) playing field	150.00
Elaine Pugh – Expenses	103.25
Secret Gardens	414.00
Secret Gardens - repair phone box	108.00
Kevin Richardson	360.00
Countrystyle - May-July	90.00
Mick Kinder (caretaking)	48.00
North Norfolk Community Transport	150.00

Resolved to authorise payment schedule.

11.4 To agree to close the Barclays Business Premium Account and sign paperwork - circa £39.67 (residual interest)

Council agreed to close the Barclays Business Premium Account and signed the paperwork. This amount would be transferred into the Unity Bank Account. EP

12. To Receive Reports from Councillors and items for the next Agenda

Play area - the red rocking item needed to be replaced and the Clerk would investigate costs.

The Pavilion had been let out for a children's party, a charity walk and a walking group for a nominal charge.

The Clerk updated that they had formally attended the planning meeting at NNDC to represent Council on 23/1612 to object to the application for 47 houses - land at Coast Road. This was passed by NNDC Planning.

Beach Road car park - sand needed clearing - the Clerk would contact NNDC again as this was cleared in May 2024. EP

The recent Highways verge cutting had been commented on with the public stating that they considered that it was not to a reasonable standard. The Council would monitor this.

New signage had been placed at the Coast Road car park to inform Dog users of the dog restrictions. It appeared that this was successful.

Public Rights of Way - Byway No 2 and Bromholme No 9 were heavily overgrown and the Clerk would inform Highways. EP

The Land at Highbanks was now accessible as a community space and residents were identifying plants and moths and utilising the area.

Mill Lane - issues with overgrown foliage. A landowner has been contacted and individual letters are being delivered to residents to request that they trim back their hedges. 2 bingos are being held to assist with the fund raising for road repairs along Mill Lane.

Speeding along the North Walsham Road was an issue and the Clerk would ask the Police to complete speed checks. EP

13. **To confirm date of the next Meeting**
Bacton Ordinary Parish Council Meeting -
Monday 9th September 2024 - Bacton Village Hall @ 7.00pm
14. **To resolve under the public bodies (Admission to Meetings Act 1960) to exclude members of the public for the public for the purpose of confidential items:**
It was resolved to close the meeting to the public.
15. **To consider and review staff salary and ancillary payments**
The Clerk highlighted the realignment of salary and Council resolved that the recommendations be adopted. A letter of confirmation would be sent.

There being no further business the meeting was concluded at 8.50pm