

Ashby, Herringfleet and Somerleyton Parish Council

Draft Minutes of Parish Council Meeting held on Thursday 7th September 2017

Present: Mrs G. Gibbs (Chair), Mr J. Foster, Mrs M. Gibbs, Mr P. Johnson, Mr N Livingstone, Mr C. Reynolds, Mr S. Phillips, Mr T. Pace, Mr M. Wright. Also attending were County Councillor K. Robinson and District Councillor P. Ashdown.

PUBLIC FORUM

The Public Forum commenced at 7.15pm. There were five members of the public in attendance. One person addressed the meeting giving the background to his objection to a neighbouring planning and listed building application. Another person voiced his concern at the level of noise emanating from the Public House when they are hosting live music events. C. Reynolds responded saying that he had spoken to the pub manager about noise levels, specifically with regard to the recent fireworks display.

The Parish Council meeting commenced at 7.20pm

1. **APOLOGIES FOR ABSENCE:** Apologies received from N. Favell and R. Wild.
 2. **DECLARATIONS OF INTEREST** in items on the agenda. P. Johnson and the Chair G. Gibbs both declared an interest in item 9 Waveney Local Plan.
 3. **REQUESTS FOR DISPENSATION.** There were none.
 4. **MINUTES OF THE PREVIOUS MEETING.** It was proposed by N. Livingstone, seconded by C. Reynolds and unanimously agreed that the draft minutes of the meeting of 7th July are an accurate record.
 5. **CLERK'S REPORT ON ONGOING MATTERS.**
 - 5.2 Replacement bench on the Green. The bench will be installed in the next few days. J Foster will advise G. Gibbs when this is done so that she can arrange for the plaque to be attached.
 - 5.4 Request for Passing Places signage on Station Road. County Councillor Robinson will investigate possible funding for the placing of road signs indicating the location of the passing places on Station Road.
 - 6.3 Invitation to Adrian Clarke of the Broads Authority to attend a meeting. As there has been no contact from Mr Clarke, it was proposed by N. Livingstone and seconded by M. Gibbs that this item be shelved for the time being.
 7. The Meeting received the up-date from Justin Morris on Somerleyton Estate's plans for the Village Shop at the Forge Garage. The meeting was concerned that the timetable for its return has been further delayed. N. Livingstone proposed that as this is a vital resource now lost to the village, the Parish Council should look urgently and more broadly at how it might be replaced. M Wright seconded this proposal and informed the meeting that he was aware of the Plunkett Foundation which can provide funding for Community Stores. The meeting unanimously agreed that N. Livingstone and M. Wright should meet to progress this. The clerk will join the group to add her knowledge of possible funding streams.
 12. The footpath at the end of The Street is partially clear, but the ramp which allows people with restricted mobility or with pushchairs to cross the road where the footpath ends has not been cleared. J. Foster to do this.
6. **REQUESTS FROM PARISHIONERS.** There had been none.
7. **PARISH WORKING GROUPS.**

Ashby, Herringfleet and Somerleyton Parish Council

Draft Minutes of Parish Council Meeting held on Thursday 7th September 2017

Information and Advice Group. Summer Newsletter. M. Wright reported that he is still unsure about the impact of the paper newsletter. He is planning to produce one in late autumn and proposed that the January meeting of the parish council should decide about the future of the paper version. S. Phillips had not received the promised electronic copy to post online, and M. Wright undertook to investigate.

Green and Environment Group. M. Gibbs to meet with J. Alderton to arrange the purchase and planting of bulbs at the Hovercraft Monument.

8. NEIGHBOURHOOD PLAN.

The Meeting received the report from J. Livingstone, and invited her further comments. She reported that the questionnaire was now delivered to all addresses in the two parish council areas. She said that online responses were preferable, but that the group were happy to receive and process manually completed questionnaires. The group is hoping that the questionnaires will be completed in the next two to three weeks. The meeting heard that funding is now confirmed to meet the costs of the questionnaire, and payment of the invoice is proposed under item 15.

9. WAVENEY LOCAL PLAN. G. Gibbs and P. Johnson left for this item. S Phillips took the Chair. S. Phillips went through the relevant parts of the plan and subsequently a response to Waveney was agreed. The response is contained as an attachment to these minutes.

G. Gibbs and P. Johnson re-joined the Meeting. G. Gibbs in Chair.

10. GENERAL DATA PROTECTION REGULATION.

"S Phillips had informed Parish Councillors prior to the meeting that GDPR will come into force in May 2018 and will have implications for the Parish Council's data protection policies and procedures. He had volunteered to investigate further and to follow the emerging guidance from the Information Commissioner's Office. It was agreed to accept this offer and it was further agreed that M Wright would check any redrafted policies and procedures before they are presented to the Parish Council."

11. PLANNING.

11.1. Recent Applications.

11.1.1 DC/17/3021/FUL Construction of Rear Conservatory at 1 Pond Cottages, Somerleyton.

WDC has been notified that we have no objection. The application is to be brought to the WDC Planning Committee on 12th September. The Parish Council agreed that it does not need to send a representative to speak as its position has been made clear.

11.1.2 DC/17/3138/FUL. First Floor Bedroom extension to the White House, The Street, Somerleyton. **WDC has been notified that we have no objection.**

11.1.3 DC/17/3034/TCA. Horse Chestnut at entrance to Village Hall. Remove large lower limb to give clearance to Bottle Bank. **WDC has been notified that we have no objection.**

11.1.4 DC/17/2991/FUL. Construction of a single storey rear/side extension at The Gardens, St. Olaves Road, Herringfleet. **WDC has been notified that we have no objection.**

Ashby, Herringfleet and Somerleyton Parish Council

Draft Minutes of Parish Council Meeting held on Thursday 7th September 2017

11. PLANNING (Contd.)

11.2 Recent Decisions

11.2.1 DC/17/2543/FUL Construction of a rear extension and re-roofing of garage at The Old Police House, The Street, Somerleyton. **Application Permitted.**

11.2.2 BA/2017/0203/HOUSEH Replacement of Annexe at Chimneys, Brickfields, Somerleyton. **Approved subjection to conditions.**

11.2.3 DC/17/3034/TCA. Removal of large lower limb to horse chestnut tree at entrance to Village Hall. **WDC has no objection to the application.**

11.3 Other Concern – Shadow Wood.

S. Phillips gave an up-date on the situation at Shadow Wood. Following a complaint from a parishioner that the site was being used as a camping and caravanning site apparently in contravention of a refusal of this use, the Broads Authority Planning Department was informed. The Parish Council has been informed the current use is permitted as a "permitted development". S. Phillips reported that from the boundary the site now appears much tidier."

12. Village Events – Review.

12.1. School Fete. This was again very well-attended, and the weather was lovely. The Car Park, run by the Parish Council was very busy. A cheque for £600, half of the Car Park receipts is on its way.

12.2. The Garden Party, planned for 20th August was cancelled because of low ticket sales.

13. Village Events. – Forthcoming.

13.1. Brick Kiln Tidy. It was agreed that this annual event should take place on Sunday 1st October. The Clerk will inform Mike Foster, who will ensure the grass is cut.

13.2 Christmas Lights. C Reynolds agreed to check the lights and will report back to the November Meeting. He will organise a Cherry Picker for the installation in December.

14. Finance.

14.1 The results of the external audit were accepted by the Meeting. Proposed by C Reynolds, seconded by P. Johnson.

14.2 In line with the advice given by the External Auditor, the Meeting reviewed and approved the Financial Risk Assessment. Proposed G. Gibbs, seconded by P. Johnson.

15. Payments to be Approved.

The following payments were approved. Proposer C Reynolds, seconded by G. Gibbs.

RPD Printers, Summer Newsletter	52.00
---------------------------------	-------

Somerleyton Community Association banner to advertise fundraising events	38.09
--	-------

Red Hot Media for Production and Printing of NP Questionnaire	1825.20
---	---------

The Meeting heard that the last of these payments would be largely recouped through agreed grants and a VAT claim.

16. Correspondence.

The Meeting noted the items of correspondence received. No action needed.

Ashby, Herringfleet and Somerleyton Parish Council

Draft Minutes of Parish Council Meeting held on Thursday 7th September 2017

17. Dates and Times of next Meetings.

Parish Council Meeting: Thursday 2nd November 2017 at 7.15pm at Somerleyton Village Hall.
Refreshments Maureen

Northern Parishes Meeting: Friday 15th September 2017 at 7.30pm in the Small Lounge Hall
Oulton Village Hall.

There being no further business the Meeting ended at 8.45pm

Sue Read
Parish Clerk