

BACTON & EDINGTHORPE
ANNUAL PARISH MEETING
MINUTES

MONDAY 10TH MAY 2021

Held @ Bacton Village Hall – 7.00pm

**The meeting was held in a COVID safe environment
with track and trace in place**

SUSAN HOLDEN - CHAIRED THE MEETING

In attendance 7 members of the Parish plus Clerk to Council

1. Chair's Review/Report for the year 2020-2021

Welcome to the Bacton & Edingthorpe Annual Parish Meeting held on 11th May 2021 and thank you to all who have been able to attend. It is nice to see everyone in person. I hope that you have all come through lockdown and the Covid Pandemic fit and well. We must now as a Parish Council and personally hope that life can now return to some resemblance or normality whilst bearing in mind that COVID is still with us and we have to adapt to it whilst keeping as safe as possible.

Over the last year the Council has not lost its momentum and we have been busy behind the scenes. We have utilised and embraced new technology and our meetings have been able to use ZOOM which we feel has been successful and kept many of our decisions and projects ongoing.

The great success of 20/21 was the installation of two new pieces of play equipment enabled by funding of £20,000 awarded from various agencies as well as National Grid who worked together with the village hall to fund the final £10,000. Many thanks to everyone who was involved in this as it is a great achievement. The play area at the playing fields is now in its final stages of refurbishment and will be a great asset for the village and its families not forgetting the holiday makers whom we are sure will enjoy the facilities.

We are still working with Highways to resolve the Keswick Road end of the village drainage scheme; this is being monitored by the Council.

The Bacton village sign that has been on its "holidays" will be returned imminently, carved, painted varnished and re-instated. Work on the Edingthorpe village sign will commence later in the year.

There was no Multisports or Children's Christmas Party held due to the COVID restrictions. We are mindful that these should be re-instated and once we have received guidance on these matters they will be returned. A draft questionnaire for the land at Edingthorpe was circulated and the responses are currently being received.

The new car park along the Coast Road was welcomed although this has resulted in issues of parking along the main Coast Road due to people wishing to avoid paying. The Council secured a three way funding pot to cover the £6,000 required to extend the yellow lines to encourage people to use the car park and try to avoid the previous chaos.

We have also secured funding towards three sets of white village entrance gates into Bacton. These will cost £7,000 with a contribution of £3,500 by the Parish Council. It is hoped that this will encourage people to reduce their speed as the gates denote their vehicles are entering a village.

We are hopeful to commence the good neighbour scheme and other initiatives in the near future.

I would like to thank the Dog and Flood Wardens for their personal voluntary commitment they give to the village.

The Council's website continues to be a most useful asset for information.

Many thanks as always to my fellow Councillors for their full support over the last year. I would also like to thank Elaine Pugh our Clerk who always goes above and beyond.

Thank you all for attending and I hope that the coming year will be a fruitful and successful one.

2. To approve Annual Parish Minutes 13th May 2019
(no 2020 meeting due to the COVID pandemic)

It was resolved that these be approved.

3. Receive annual reports from local organisations

Ed Maxfield - informed that he had been re-elected as County Councillor and updated members on relevant highways matters. If appointed to a committee he will of course let us know.

The Flood Wardens reported that they were always monitoring the sea and flooding issues. Dog Wardens were patrolling regularly and offering words of advice.

No other reports had been received.

4. Floor open to Parishioners

There were no questions from members of the public present.

There being no further business the meeting concluded at 7.15pm

CHAIR

Bacton and Edingthorpe Parish Council

Elaine Pugh - Clerk to Council – 01692 402998

Raynham House, 10 New Road, North Walsham, Norfolk, NR28 9DF

www.bactonandedingthorpepc.co.uk

Minutes of the Annual Parish Council Meeting

Held Monday 10th May 2021 @ Bacton Village Hall

Present: Susan Holden (Chair), Ralph Bell, Pauline Paterson
Richard Kimble and Ian Witham

Others: Ed Maxfield - NCC and 2 members of the public

THE MEETING WAS HELD IN A COVID19 SECURE ENVIRONMENT WITH TRACK AND TRACE IN PLACE.

1. Election of Officers

1.1 Nomination and Election of chairperson and declaration of acceptance of office (signing of form)

It was resolved that Susan Holden continue as Chair - the paperwork was duly signed.

1.2 Nomination and Election of Vice Chairperson

It was resolved to defer this to the next meeting.

2. To receive any requests for recording the Meeting via filming or audio.

It was resolved that the recording of meetings temporarily cease unless it is prudent to reinstate this requirement.

3. To receive declaration of interest in items on the Agenda & receive Pecuniary Dispensations and authorisations

Ian Witham - prejudicial as Open Spaces Representative

4. To consider apologies for absence

Nigel Lee, Jan Rush, Tricia Myles and Richard Barr - personal reasons - accepted by the Council.

5. To approve outstanding Minutes

**Bacton & Edingthorpe Ordinary Parish Council Meeting
- Monday 8th March 2021**

Ian Witham stated that he had attempted to join the March meeting via telephone however was unable to gain access. The Clerk informed that at no time during the meeting an entry into the waiting room was alerted.

It was resolved that the Minutes be approved.

6. Resolution to adjourn the meeting for public participation (15 mins), Norfolk Police, District and County Councillor Reports

Resolution to open the meeting to the public.

There were no comments from the public.

Resolution to close the meeting to the public.

7. Finance

7.1 Approval - Bacton & Edingthorpe Parish Council Accounts 20/21

These had been circulated to members for their consideration and these were approved.

7.2 Approval of AGAR - and agree exemption 2020-2021

The Council noted that it needed to provide full accounts to the External Auditor as it had expenditure over 25k. The Clerk therefore had completed the correct form and an exemption was therefore not available to the Council. It was resolved that the AGAR be approved.

7.3 To source new Internal Auditor for 2021-2022

The Clerk informed that Ros Calvert had confirmed that she was able to continue as Internal Auditor for 2021-2022 and it was resolved that Ros Calvert be appointed.

7.4 To agree the Council's risk assessment

This had been circulated and it was resolved that this be adopted.

7.5 To review and agree Council's asset list

It was resolved that the asset list be approved.

7.6 To approve monthly payments

Payee	Amount
NCC - Village Gates 50/50	3,500.00
NCC - yellow lines along Coast Rd	2,000.00
CT Baker	23.06
Countrystyle (glass recycling)	39.60
Richard Kimble (reimbursement)	41.82
Finn Woodcraft (village sign)	1,482.00
EON	37.65
Ros Calvert	65.00
Came & Co - insurance	1,379.41
Kevin Richardson	340.00
Fenland Leisure - springy rocker	722.40
CT Baker	234.98
Mr M Kinder	214.00
Mr Cheney	397.50
Elaine Pugh - expenses	44.29
TOTAL EXPENDITURE	11,491.71

Resolved to approve enbloc.

Funds received

NNDC – 1 st tranche Precept	8,500
Allotment rent – direct transfer	21.00

NOTE: Allotment rents for 2021-2022 had also been paid into the financial year 2020-2021. Therefore there would appear to be a shortfall in this income 2021-2022 as they had been previously accounted for.

8. To appointment Councillors responsibilities for:

- Multisports
- Planning
- Gas Liaison Officer
- Playing Field Monitor(s)
- Health and safety team
- Allotments
- Footpaths

It was resolved that these be deferred until the next meeting.

9. **To consider and review correspondence list**

Resident re Sandy Lane	Responded
Norfolk CAB - thank you for donation of £50	Noted
ED Maxfield's April report	Noted
NPTC - thank you for resubscription	Noted
NCC - re proposed waiting restrictions on B1159 Coast Road (yellow lines)	Responded
NNCT - thank you for donation of £100	Noted
NCC - re 1 million trees	Noted
NCC - re success of funding towards Village Gates	Cheque raised
Resident re speeding along the North Walsham Road to Bacton	Ed Maxfield

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

GENERAL

- 9.1 **Carving of Bacton & Edingthorpe Village Signs** - Completed waiting installation. The Edingthorpe sign would commence in October and a final price forwarded to the Council.
- 9.2 **Play Equipment repairs** - minor repairs have now been completed. Damaged fence posts - repaired. The springy whale is ordered and waiting re-installation.
- 9.3 **Land at Edingthorpe** - the questionnaire had been circulated and responses were being collated and will be reported to the Council.
- 9.5 **Good Neighbour Scheme** - coffee morning/leaflet drop this was on hold for the foreseeable future however, members were keen to progress this.
- 9.6 **Allotments**
Invoices had been sent out - payments were being received along with feedback on the reinstatement of the gate. There were two small allotments available which had now been let.
- 9.7 **Signage directing vehicles to the new car park** - NNDC had confirmed that these signs would be installed in due course. The Clerk would chase this through via NCC and NNDC. The temporary "P" signs had been removed and these would be replaced. EP
- 9.8 **Children's Event for summer 2021**- replacing Multisports
The Council were mindful that these events had been cancelled due to the COVID pandemic. There needed to be an event held maybe in the later summer - the Clerk would contact the Multisports provider to find out if this was something they would be able to assist with. EP
- 9.9 **Foodbank initiative** - this was being investigated.

HIGHWAYS

- 9.10 **NCC 50/50 Drainage Scheme** - PLA 376 Ben Hanlon - Keswick Road drainage scheme - being dealt with by NCC/NNDC - survey being undertaken and land ownership being clarified. The Clerk would chase this again. EP
- 9.11 **Additional drainage works along Coast Road where Bacton meets Walcott** - a drain outlet needs to be directly out to the sea. Ed Maxfield was in discussions with Highways on this.
- 9.12 **White entrance gate - 50/50 scheme application completed and forwarded to NCC** - application successful. Paperwork to be signed by Council together with funding.
- 9.13 **Application to Highways for yellow lines along the Coast Road - cost circa (6k)** - funding agreed paperwork to be signed by Council together with funding.

9.14 Double yellow lines outside Bacton School - Highways site meeting to be arranged. Clerk would liaise with Ed Maxfield on this. EP

9.15 Footpaths and public rights of way

No report were forthcoming.

9.16 Bottle bank and VAT - claims in progress

10. To review and consider planning if received

21/0926	Mayfield Cottage, Coast Rd	LDC for proposed erection of a single-storey rear and side ext, rear dormer ext and part demolition of existing building	No comment
21/0970	The Old Rocket House, Walcott Rd	Replacement single storey rear ext	No comment
21/0854	Annexe at The Jays, North Walsham Road	Change of use of detached annexe to holiday accommodation	No comment

11. To Receive Reports from Councillors and items for the next meeting

The dog wardens and flood wardens are out and working where required.

Discussion on the new signage at Rainbows End took place and the Clerk would endeavour to resolve and discuss this with Rainbows End. Although it is a private holiday park (not for permanent occupation) the FP14 footpath runs through the development which the public had access to. EP

There was an issue with Clay Lane where a small triangular parcel of land was being eroded by vehicles. This needed to be re-seeded. A photo would be provided to the Clerk to forward to NCC.

12. To confirm the date of the next meeting -

Bacton & Edingthorpe Parish Council Meeting on Monday 12th July 2021 - Bacton Village Hall at 7.00pm

There being no further business the meeting concluded at 8.10pm.

SUSAN HOLDEN - CHAIR

12TH July 2021