

BACTON & EDINGTHORPE
ANNUAL PARISH MEETING
MINUTES
MONDAY 13TH MAY 2019
Held @ Bacton Village Hall – 7.00pm

SUSAN HOLDEN - CHAIRED THE MEETING
In attendance 5 members of the Parish

1. Chair's Review/Report for the year 2018-2019

Welcome to the Bacton & Edingthorpe ANNUAL PARISH MEETING

The Duke - we are waiting to learn from the owner as to their next steps and we hope to work with them in a proactive manner on this strategic building.

Additional Housing - we have been working behind the scenes with NNDC on this and a separate community steering committee has been set up. If you wish to be involved please let us know and we will put you in contact with the relevant people. We are still urgently seeking land for this initiative. If you know of anyone who would be willing to help please let us know.

Playing Field and Pavilion

The playing field is regularly maintained together with the grass and mole patrol. We have refurbished the fence surrounding the play equipment and bowls club and are hopeful to install replacement play equipment - the cost of this will be approximately £20,000 so this will take a while to progress.

Bacton Football Club use the Pavilion on a regular basis and we thank them for keeping it clean and tidy.

Multisports will commence for a ten week period starting May 21st 2019 and this will be managed by the Council with help from our volunteers. The cost for this is funded 50/50 by the Gas Terminal and Parish Council - the £1 entrance fee pays towards the drinks and upgrade of equipment.

The Gardening Club's project to bring "colour" into the Parish has been successful and we thank them for the voluntary work they contribute towards this community initiative.

We continue to support Little Pirates with the funding of the village hall - this ensures that there is a play group for the community and that the village hall continues to be utilized.

Small grants are given from the Parish Council locally for community initiatives to ensure that these clubs remain in the community. Please contact the Clerk in the first instance.

PLEASE PLEASE continue to PUT your glass into these bottle/glass systems as they bring income to your community which is distributed to various clubs where it is needed. These funds raised £860 in 2018. We would like to thank Bacton Superstore, Poachers and Castaways for housing the recycling units - it is good to see these businesses support their local clubs for children and others.

We would like to thank the Flood Wardens for their continued and excellent work - hopefully they will not be needed too often.!! We fully support their important and vital work to our residents in their hours of need. £300 has been made available on an annual basis for the Flood Wardens to purchase items to enhance their service and improve the safety of the community.

We have again been successful in our 50/50 application for a Flood Relief Scheme at Keswick Road at a cost of around £10,000.

It is hoped that this will commence soon after we have signed the paperwork.

The pond at Edingthorpe is thriving and recently we have re-instated the fencing which had blown down and hope to place a bench at the location which will be donated by the Gas Terminal Companies. We continue to maintain the land surrounding the pond.

The Children's Christmas party was a success and this will be held again in December 2019 and will be held on a Saturday rather than a Sunday - arrangements are already under way!!!

We continue to report Highways and Footpath problems to the County Council and any other issues raised - and we thank them for their help in resolving matters.

We would like to extend our thanks to all the volunteers who assist the Council in any capacity - you may not always get the praise you deserve but you are invaluable to our projects.

The Council's website continues to be a big hit with everyone and is a valued asset to our parishioners for information.

I would like to thank personally our Clerk and the incoming Councillors for 2019 who will put their efforts into community events and participate in Council matters.

We hope that the next 4 years will see a more pro-active approach to community matters and we are hopeful to enhance and enrich the environment in which we reside.

2. To approve Annual Parish Minutes 14th May 2018

Resolved that these were approved.

3. Receive annual reports from local organisations

The Clerk read out the Flood Wardens report

On behalf of Bacton Flood Wardens, we would like to thank the Parish Council again for their continuing support for our team. We continue to be well resourced with all we need to enable us to keep watching/warning safely.

On the whole it has been a relatively quiet year from last May though there have been some major changes in personnel at NNDC and the Environment Agency. There is a new Resilience Officer and Admin Team Leader who support us. We have only had one warden retire unfortunately due to ill health but have been able to maintain cover through all the call outs. Thankfully these have been spaced out and relatively few compared to other years.

The improved drainage at the Walcott end of the village and Beach Road has been very helpful. On the down side the closure/opening of the Beach Road flood gate remains an issue and still needs to be resolved safely.

Finally a special thank you must go to Councillor Richard Kimble for liaising with the PC on our behalf. He saves a great deal of time as well as dealing with any technical issues.

The Clerk read out the report from Bacton Art Group

The group is flourishing with several new members and we have had some very good demonstrations by well known local artists. Members will be showing their work at our Exhibition which is held over 3 days; 25th-27th May. We meet every Monday afternoon at 12.30 till 3.30pm. Most of the information can be found on our website and Facebook page together with examples of members pictures.

4. Floor open to Parishioners

The floor was open to Parishioners and the main question concerned the provision of a car park within the village. It was highlighted that NNDC were endeavouring to open the car park along the Coast Road where the "old" car park was situated and is liaising with the landowner. It was explained that the Parish Council was unable to develop this project as the lease being offered was extremely arduous and it would be unable to fill the commitments required of it.

In the long term future it was hoped that a car park could be made available within the centre of the village however, this was a vision which would take many years to develop in conjunction with the additional housing at the rear of the Village Hall.

There being no further business the meeting closed at 7.15pm to continue with the Annual Parish Council Meeting.

Bacton and Edingthorpe Parish Council

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Minutes of the Annual Parish Council Meeting

Held Monday 13th May 2019 @ Bacton Village Hall following the Annual Parish Meeting

Present: Susan Holden (Chair), Pauline Paterson, Tricia Myles, Richard Kimble, Ian Witham
Apologies: Ralph Bell
Others: 4 members of public and Stephen Fuller - Bure Valley Properties

All members completed their paperwork prior to commencement of the meeting.

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 remain as Chair to the Parish Council. The declaration of acceptance of office was completed.
 - 1.2 **Nomination and Election of Vice Chairperson**

It was resolved that this be deferred.
2. **To receive any requests for recording the Meeting via filming or audio.**

The Clerk was recording the meeting on behalf of the Council.
3. **To receive declaration of interest in items on the Agenda & receive Pecuniary Dispensations and authorisations**

Ian Witham declared his prejudicial interest in items relating to the Open Spaces and Footpaths.
4. **To consider apologies for absence**

Ralph Bell - personal reasons - accepted by the Council.
5. **To approve outstanding Minutes**

Bacton & Edingthorpe Ordinary Parish Council Meeting
- Monday 11th March 2019

It was resolved that these be signed.
6. **To consider the co-option of additional members**

It was resolved that Richard Barr be co-opted onto the Council and his paperwork was duly completed.
7. **Resolution to adjourn the meeting for public participation (15 mins), Norfolk Police, District and County Councillor Reports**

Resolved to open the meeting to the public.
NCC - Ed Maxfield's report was read out by the Clerk and is attached at Appendix 1.

An update was received regarding the Duke. An offer had been accepted and which the buyers wish to amend and the option is being investigated. The situation is extremely complex and advisors are working on this. Currently there are numerous scenarios moving forward and a decision will

be made by the end of June. In the interim period it will be maintained as it is. The insurance claim has now been settled and it is hoped that the location will be tidied up.

8. Finance

8.1 Approval - Bacton & Edingthorpe Parish Council Accounts 18/19

These had been circulated - there was a short question and answer session and it was resolved that these be approved and were duly signed.

8.2 Approval of AGAR - Audit and Governance Form 2018-2019

This had been circulated - it was resolved that this be approved and the AGAR was duly signed.

8.3 To re-confirm appointment Ros Calvert as Internal Auditor for the financial year 2019 - 2020

The Council resolved to re-appoint Ros Calvert.

8.4 To agree the Council's risk assessment

The Council reviewed the risk assessment and resolved that it be approved.

8.5 To review bank signatures

The bank signatures were confirmed as Richard Kimble, Ian Witham and Pauline Paterson.

8.6 To review and agree Council's asset list

The Council reviewed its asset list and resolved that it be approved.

8.7 To consider request for donation to Little Pirates £300

The Council considered this request and agreed to either purchase the item required or contribute the funding. The donation would be allocated income derived from the glass bottle bank.

8.8 To approve monthly payments supplied to Council members

AMOUNT	DATE	PAYEE	CHQ
214.06	13.05.19	CT Baker	99
20.58	13.05.19	CT Baker	100
69.12	13.05.19	Indigo Waste	101
64.00	13.05.19	Ros Calvert (internal audit)	102
287.00	13.05.19	L Cheney	103
31.14	13.05.19	EON	104
147.00	13.05.19	Bacton on Sea Village Hall	105
270.00	11.05.19	Kevin Richardson	106
30.64	13.05.19	Mr Richard Kimble (reimburse)	107
187.13	13.05.19	Elaine Pugh - Parish expenses	108
1131.88	13.05.19	Came & Co - Insurance	109
140.00	13.05.19	Mick Kinder (caretaking)	110
1,000.00	13.05.19	NCC - Parish Partnership	111

Resolved to pay enbloc

FUNDS RECEIVED

Precept - 1st tranche (grant £462/Precept £7,663)	£8,125
NCC - bottlebank income	£806.19
Allotment funds being received - not banked	

9. To proceed with funding for the Keswick Road Drainage Scheme - NCC Parish Partnership Scheme awarded. (PC allocated £1k).

The Members were extremely pleased that they had been successful in this application as it was hoped this project would help flooding along the Keswick Road. It was resolved that the paperwork be signed and the cheque written as the Council's contribution towards this scheme which in total would be circa £10,000. EP

10. To consider and appoint contractor to re-carve the Bacton Village sign

Members considered this matter and it was drawn to their attention that the Edingthorpe sign needed further attention/repair. In light of this the Council would ask the proposed contractor for a quotation on this work.

It was resolved to suspend standing orders to enable the Bacton Village sign project to progress smoothly as suppliers for this type of work are far and few between and it takes about 6-9 months to produce the item.

Members considered the quotation supplied of circa £1,500 and agreed that Finn Woodcraft be appointed to undertake the work. The Clerk would arrange. EP

A price would also be sought for the Edingthorpe sign.

Agenda

11. To consider the provision of an additional dog bin

It was brought to the attention of the Council that there was an issue along the footpath which runs from Bacton Church towards Kimberley Road with dog foulings. Several reports had been received and it was recommended that a dog bin be placed there. It was most probably Church Land and the Clerk would contact the Vicar to find out if they had any issues/comments with this installation. The Clerk highlighted the approximate costs of £200 for the purchase and installation of the bin and around £54 per annum for monthly emptying.

It was resolved that this be authorised and the Clerk was given delegated authority along with Richard Kimble to arrange this. EP/RK

12. To appointment Councillors responsibilities for:

- Multisports - Trisha Myles/Pauline Paterson
- Planning - Pauline Paterson/Ian Witham (Edingthorpe only)
- Gas Liaison Officer - Trisha Myles
- Playing Field Monitor(s) - Richard Kimble/Clerk and all Councillors
- Health and safety team - Richard Kimble/Clerk/Richard Barr
- Allotments - Clerk and Pauline Paterson
- Footpaths - Ian Witham

13. To consider and review correspondence list

NNDC - 19/0155 - The Cottage, The Green, Edingthorpe - withdrawn

NCC - Highways - 50/50 scheme awarded

NNDC - Local Plan update

NNDC - duty of care controlled waste

NNDC - Bacton to Walcott - Coastal Management Sandscaping - notes 20/3/19

BGT - venting - circulated

Councillor regarding Bacton Footpath 14 - Clerk to respond

EP

Parking on land adjacent to Highbanks - Ian Witham to visit resident

IW

BGT - venting

Resident regarding upgrade of Edingthorpe to Broadband

- 14. To report on Matters Arising (updates and for information only)**
- 14.1 Sandscaping Scheme** - Local Liaison contact to be appointed - Richard Kimble agreed to continue with this.
 - 14.2 Allotment invoices** - sent out and cheques being received and would be banked in due course.
 - 14.3 Multisports due to commence 21st May** - waiting for funding to be confirmed from the Gas Terminal companies - rota to be set up for Councillors to assist
 - 14.4 Bottle bank and VAT** - claims made
 - 14.5 The Duke** - see earlier report
 - 14.6 Rainbows End - Footpath** - NCC response - this was discussed at length and the clerk would respond. EP
 - 14.7 New play equipment (£2,000) allocated from funding** Agenda
 - 14.8 Overhanging foliage opposite allotments past St Peter's Court** - Photo to follow and be reported to NCC Highways
 - 14.9 NNDC - Community Housing** - this is progressing
 - 14.10 Car Parking at school** - there appears to be no solution
 - 14.11 GTC benches** - waiting for other Parishes to respond and this is work in progress by the terminal companies.
 - 14.12 Good Neighbour Scheme** - Councillors invited to attend presentation
 - 14.13 Bacton Football Club** - removal of portacabin - Clerk to find out if the Football Club are able to do this
 - 14.14 Notice board policy** - this was discussed and members will discuss this further to assess if it is really feasible or necessary

As it was 9pm it was resolved to extend the meeting by a further 10 minutes to conclude the business on the Agenda.

- 14.15 Footpaths and public rights of way** - Ian Witham - there was nothing to report at this time

- 15. To review and consider planning if received**
No new planning had been received.
- 16. To Receive Reports from Councillors and items for the next meeting**
Management/review of the condolence cards sent out on behalf of the Parish Council. Agenda
White lines along the Coast Road need to be re-instated after being resurfaced. EP
The Sand Martin issues had been dealt with by NNDC however, the public are simply not aware of the complexity and the vast beach work which the Sandscaping project will cover.
Work needs to be undertaken along the Coast Road where Bacton meets Walcott and a drain outlet needs to be made directly out to the sea. Agenda
- 17. To confirm the date of the next meeting -**
Bacton & Edingthorpe Parish Council Meeting on
Monday 8th July 2019 - Bacton Village Hall at 7.00pm

There being no further business the meeting was concluded at 9.10pm