

**MINUTES OF MEETING OF HAPPISBURGH PARISH COUNCIL  
HELD AT THE WENN EVANS CENTRE ON 25<sup>th</sup> January 2010 at 7.30pm**

**Present:**

**Cllr Glenn Berry, Cllr Jane Archer, Cllr Peter Gore, Cllr R Mason,  
Cllr David Mole, Cllr C Palfrey, Cllr K Ritchie, Cllr Cubitt Siely,  
Cllr G Siely, Cllr Clive Stockton, Cllr Thomas Love  
County Cllr Paul Morse  
Malcolm Kerby CCAG  
David Robertson - Norfolk Landscape & Archaeology Group**

**Sally Gill (Clerk)  
5 members of the public**

**1. Apologies for Absence**

Apologies for absence were received from Cllr Kim Holt, District Cllr Lee Walker and PCSO Dack.

**2. Declaration of Interest on Agenda Items**

Jane Archer declared an interest in the Coastal Pathfinder Project.  
Thomas Love declared an interest on Happisburgh Heritage.

**3. Minutes of the Happisburgh Parish Council Meeting held on 9<sup>th</sup> November 2009**

The minutes of the meeting of Happisburgh Parish Council held on 9<sup>th</sup> November 2009, having been circulated, were taken as read, **AGREED** and **APPROVED**. The minutes were signed by the Chairman.

*County Cllr Paul Morse arrived at the meeting*

Glen Berry advised members regarding ongoing actions raised at recent Parish Council meetings:

1. Norfolk Safer Community Partnership meeting was cancelled due to lack of numbers attending.
2. Cubitt had recently been asked by local residents to look at new play equipment, but has now been asked by the same residents not to pursue this matter.
3. Still waiting to hear from NNDC regarding ownership of the noticeboard at Cart Gap.

**4. Report from District & County Cllrs**

**County Cllr Paul Morse**

1. Police.

Paul advised that he has spoken to the Police Inspector about his concerns around anti social behaviour. He suggested to them that surgeries are held regularly and to a set pattern, to encourage attendance.

2. Budget.

Next years budget should see a 9% increase with proposals to include Flood Sirens.

### 3. Organisation.

A NCC organisational review will see loss of jobs in the top tiers with probably more cuts to follow. There are concerns over the growth of the elderly population and the resources needed for related services.

### 4. Street Lights.

The proposal to cut some street lighting in many areas has become a big issue.

## 5. It was **RESOLVED** to close the meeting for public participation.

### David Robertson

David gave a brief talk on his role with Norfolk Landscape & Archaeology, which is a joint service of NNDC and NCC formed to preserve the heritage of Norfolk. They will be involved with the North Norfolk Pathfinder project, to preserve Norfolk's coastal heritage. They aim to help communities understand heritage and the impact of changes. They will work with communities to help prepare for change, with projects being community led. There will be events, lectures and other events that are appropriate. As an integral part of the Pathfinder Project they will be starting to work with Happisburgh soon, with a launch hoped for March 2010.

Questionnaires have initially been issued to all Councillors and Carol will find out if they can also be issued with the Parish Newsletter to all residents.

At the end of the project it is hoped to have a permanent place in Happisburgh for the information gained during the project eg leaflets. A website will also be set up.

David was advised that Mary Trett already has plenty of available information and Carol advised that Friends of the Lighthouse would like to be included in the list of partners that the service will be working with.

*The meeting reconvened.*

## 6. Police

**6.1** Police report was received after the meeting. Between 10/11/2209 and 25/1/2010 there were 13 crimes recorded:

2 for possession of Class C drug – cannabis – both individuals were given a street caution at the scene.

1 for theft of heating oil

10 were for burglary other than dwelling – all holiday homes around Doggetts Lane, committed at the same time possibly by the same offender. All owners have been contacted and given crime prevention advice.

The Wenn Evans Centre and the Pavilion have recently had graffiti sprayed on doors. Glen will contact the police to report these incidents.

**6.2** A Police Surgery was held on the 8<sup>th</sup> December, attended by 3 Councillors. Only 3 members of the public attended, despite being publicised in the Parish Newsletter and posters being displayed.

## 7. Financial Matters

**7.1** Account balances, having previously been circulated, were noted.

**7.2** Precept donation requests were discussed and it was **AGREED** to make the following donations:

1. Friends of Happisburgh Lighthouse - £100

2. Citizens Advice Bureau - £50

- 3. Parish Newsletter - £100
- 4. Wenn Evans car park - £250
- 5. Playing Field Trust - £750

Further investigation is to be made regarding requests from:

- 1. North Walsham Area Community Transport
- 2. Age Concern

These will be decided at the March Parish Council meeting

No donation is to be made to Norfolk Lowland Search and Rescue.

- 7.3 A property valuation is to be carried out by David Will, at no cost, in order to update the Asset Register.
- 7.4 It was **AGREED** to approach NNDC about exact siting of the proposed dog bin – Lighthouse Lane or Close.
- 7.5 It was **AGREED** to erect small temporary noticeboards at Coronation Close and Happisburgh Common. A notice will go in the Parish Newsletter to ask if a noticeboard is required anywhere else. £100 is earmarked for this work.
- 7.6 The following cheques were **AGREED** and signed:
 

Sally Gill - Clerks pay	£218.15
HMRC – Clerks tax	£36.94
- 7.7 Clerk's contract is to be prepared and Carol will confirm in order prior to Council agreement.
- 7.8 No other financial matters.

## 8. Parish Council Publication Scheme

The Freedom of Information Act requires all Parish Councils to adopt and regularly review a Publication Scheme. It was **AGREED** to **ADOPT** the reviewed model scheme.

## 9. Press Reports

It was **AGREED** to provide the North Norfolk News with a report by sending a copy of the minutes.

## 10. Sea Defence

**10.1** Clive Stockton gave an update on the North Norfolk Pathfinder. The content of the update is contained in the NNDC North Norfolk Pathfinder newsletter, distributed at the meeting – see attached. The newsletter can also be found on the NNDC website [www.north-norfolk.gov.uk/coastal/6346.asp](http://www.north-norfolk.gov.uk/coastal/6346.asp) Shoreline Management Plans are being reviewed by District Councils in this area and Public Consultation should be for at least three months. Contractors are now being considered to deal with the rock armourment and Cart Cap storage areas. There is to be a meeting on 28<sup>th</sup> January with NNDC to start discussing the relocation of the Caravan Park. Access to the beach is to be considered – it may not be a vehicular slipway. Glenn is going to ask NNDC to brief the residents of Beach Road regarding the Pathfinder Project.

Malcolm Kerby was disappointed at the 48% funding cut on the Pathfinder bid and may ask for more financial assistance. At present Malcolm is giving advice to other coastal areas.

**10.2** It was **AGREED** that Glenn, Dave, George and Cubitt will be on the local Liaison Group for the Pathfinder Project. There will be two other members from the village and whichever partner is involved at each stage of the project. A notice will go in the Parish Newsletter asking for residents to join the group. There will be monthly meetings with the community driving forward and making recommendations. NNDC will

prepare agendas and take minutes. Although Malcolm Kerby would like to be involved in the action group he will confirm first if he is to be involved with a reference group, which ensures appropriate delivery of the project, as there would be a conflict of interest.

## 11. **Pavilion/Playing Field**

It was noted that the Pavilion refurbishment should be completed soon. A grant made from the precept along with fundraising should fund the remainder of the work.

*Paul Morse left the meeting.*

## 12. **Planning**

### 12.1 **Planning Applications**

**20091095PF.** Erection of temporary Lifeboat Station Site at Cart Gap (Revised siting) by RNLI. No objections.

**20091156PF.** Construction of external staircase at West Barn, Church Farm for Mrs Baldwin. No objections.

**20091245PF.** Erection of extension at Smallsticks Barn Café, Cart Gap Road for Mr Ferguson. No objections.

**20090005PF.** Erection of two storey dwelling at Cleveland Cottage, Beach Road for Mr Mason. No objections, providing height is the same as neighbours buildings.

### 12.2 **Planning Decisions**

**20091041PF.** Erection of single storey extension at Aspen House, The Commom. Permission granted.

**20091095PF.** Erection of temporary Lifeboat Station at Cart Gap. Permission granted.

**20091156PF.** Construction of external staircase at West Barn, Church farm. Permission granted.

### 12.3. **Planning Committee.**

Glenn will continue to consult all Councillors on planning matters where the deadline is prior to the next Parish Council meeting. It was noted that all Councillors should respond as quickly as possible giving Glenn their views, which are needed for an agreed Council response. Since the last meeting Glen has only received a few responses. If this doesn't improve a Planning Committee will need to be elected.

### 12.4 **Planning Event 23<sup>rd</sup> November**

Glenn advised that the main message from the Planning Event on 23<sup>rd</sup> November is to make sure Interest is Declared on applications, if appropriate. Also to make sure decisions are legal and comments appropriate.

### 12.5 **Other Planning Matters.**

Glenn is to enquire if the four garages built at Doggetts Lane required planning permission and to ensure appropriate action taken.

## 13. **Correspondence and Circulars.**

### 13.1 **Correspondence & Circulars Received**

- Receipt was noted of a letter from Bacton & Edingthorpe Parish Council asking for comments/support regarding their views on Flood Sirens. It was **AGREED** to write a letter of support.

- Receipt was noted of Norfolk Community Foundation funding letter – no further action by Parish Council. Information given to Carol for the Church to consider.
- North Norfolk Community Partnership conference 9<sup>th</sup> February – no representation.
- Receipt was noted of Boundary Committee updates.
- Receipt was noted of Norfolk Playbuilder Year 2 – this will be considered by the local North Norfolk Pathfinder liaison group.
- NCC Improving rural road safety – Glen has the wheelie bin stickers and leaflets. A notice will go in the Parish Newsletter advising residents they are available.
- Receipt was noted of available training events for Clerks & Councillors – no nominations were made.
- NALC Local Council awards 2010 – no application to be made.
- Receipt was noted of Norfolk Link December issue, Clerks & Councils Direct publication, NNDC members yearbook & NCC gritting routes.

**13.2 Correspondence received after 3<sup>rd</sup> January.**

Receipt noted of Invitation to joint meeting of Norfolk RCC & Norfolk Rural Forum on 3<sup>rd</sup> Feb at 10am at Dereham - no representation.

- 14.** Date of the next meeting is - Parish Meeting Monday 8<sup>th</sup> March 2010 at 7.30pm – followed by the Parish Council Meeting.

There being no further business the meeting closed at 10pm.

Signed.....Date.....