

Minutes of the Meeting of Stokesby with Herringby Parish Council held on Wednesday 11th August 2021 at 7pm outside Stokesby Community Centre

Present: Richard Youngs (Chairman)
Rob Lloyd
Leigh-Ann Medhurst
Stuart Ward
Ed Wharton
Catherine Moore, Parish Clerk

Also present: Borough Councillor Adrian Thompson was in attendance

1. Apologies

Apologies for absence were received from Philip Crane.

2. Public Forum

a) Public

A member of the public asked whether the Council would be changing their response to the Tiedam planning application in light of the objections from neighbouring residents. It was explained that the Council submitted its response supporting the application on the same day that neighbours submitted their objections, and that no representations had been made directly to the Parish Council. The Clerk confirmed that it was for Councillors to look at the planning documents online and formulate their views, not for the Clerk to formulate a view for them, including at any re-consultation stage. The Chairman noted that a site meeting had taken place with the planning officer and neighbours, so the views had been heard by the Broads Authority. The Chairman noted that had they been made aware of the neighbours objections at an earlier stage, these would have been taken into account.

A member of the public read a letter on behalf of the residents of Ferry Cottage stating that they had no intention of taking over the common land in that area and that the community was welcome to use it. As a hedge had been planted giving the impression that it was private property, it was suggested that either an entrance be cut into the hedge, or a sign be put up stating that the public were welcome to use the space. The resident had conveyed their apologies for not seeking permission to plant the hedge.

b) County Councillor

Not present.

Borough Councillor

Adrian Thompson reported that revised plans were expected for the Tiedam application, and the architect was discussing this with the Broads Authority. A number of black sacks had been fly tipped at the bottle banks in Stokesby and had been cleared by the Borough Council. Adrian continued to discuss the feasibility of an hourly bus service from Norwich to Great Yarmouth via Filby and Fleggburgh, and hoped that this would start in March. Adrian was pleased to see that the SAM2 sign was up and running in the village, and noted that the results could be surprising. Residents seemed keen for it to be in the village more, and it was noted that the Council could fund one themselves through 50/50 Parish Partnership funding. Adrian offered £200 towards this, and it was **agreed** that this would be discussed at the next meeting.

ACTION: Clerk

- c) Police
Not present – police reports were circulated as received.
3. **Declaration of Interest for items on the agenda**
Stuart Ward declared an interest in item 10b as the applicant.
4. **Minutes of the meeting held on 5th May 2021**
The minutes of the meeting were **agreed** as an accurate record and were signed by the Chairman.
5. **Matters Arising**
- a) Play Equipment Repair
The Clerk reported that Great Yarmouth Borough Council had received the report relating to defects on the play equipment and had classified them as non-urgent.
- b) Riverside Path Resurfacing
The Clerk was asked to chase up the Public Rights of Way Officer to find out what materials may be suitable and acceptable for this, so that an application to the Parish Partnership Scheme could be considered. **ACTION: Clerk**
- c) SAM2 Signs – Agreement of Locations
The Clerk reported that three locations had been approved by Norfolk County Council. It was **agreed** to apply for a fourth location outside Gamekeepers Cottage. **ACTION: Clerk**
6. **Co-option to Parish Councillor Vacancy**
It was **agreed** to co-opt Dawn Lamb to the Council, proposed by Leigh-Ann Medhurst, seconded by Stuart Ward, all in favour. The Clerk would contact Dawn to get the necessary forms completed. **ACTION: Clerk**
7. **Village Maintenance**
- a) Quarterly Report
It was noted that the posts and chain around the play area were rotting and becoming dangerous. An access from the river was needed. It was **agreed** that Richard Youngs would remove the dangerous piece of chain to allow access. **ACTION: RY**
- b) Riverside Path
The Clerk was asked to chase up the Public Rights of Way officer and confirm what materials would be acceptable for the footpath surfacing. **ACTION: Clerk**
- c) Grass Cutting Stokesby Green
Rob Lloyd had spoken with the contractor and confirmed which areas were included in the specification. It was noted that the path at the back of the candlemakers was the responsibility of the three cottages, and included on their deeds. The Clerk was asked to send a letter reminding them to maintain this, and that it was common land. **ACTION: Clerk**
8. **Finance**
- a) Financial Update
The accounts to date were **noted**. On 31st July 2021 there was £365.95 in Unity Trust Current, £11,624.70 in Unity Trust Deposit and £0.00 in Barclays.

b) Payments

It was **agreed** to pay the following, proposed by Richard Youngs, seconded by Rob Lloyd, all in favour:-

C Moore	Salary & Expenses – June 2021 to Aug 2021	£359.67
HMRC	PAYE – June 2021 to Aug 2021	£90.00
R Dixon	Website Annual Hosting	£111.75

9. Correspondence

a) Norfolk County Council Parish Partnership Scheme

The Clerk reported that the scheme had opened for applications, with a closing date of December 2021. The SAM2 and the riverside footpath resurfacing would be considered for this.

ACTION: Clerk

b) General Correspondence

None.

10. Planning

a) Applications

BA/2021/0266/HOUSEH Ferry Cottage, The Green: Alterations to Ferry Cottage to link two existing buildings. Layout updates to bring up to modern living standards including updates to existing roof lights to achieve required natural lighting.

The application was considered and councillors were happy with the alterations to the building. Concern was expressed regarding the loss of the garage which formed the parking space for the property. Councillors were concerned that cars would be parked out into the roadway around the Green. Councillors suggested that one car should be parked sideways on to the garage, and the other in the residents overnight parking area further up the Green, which was agreed by the applicant. It was **agreed** to support the revisions to the dwelling and note the concerns regarding the loss of parking, and request a condition that cars should be parked within the curtilage of the property.

ACTION: Clerk

b) Applications Considered Between Meetings

BA/2021/0181/FUL Land Adjoining Tiedam, Mill Road: Residential development of 2no. semi-detached townhouses and 2no. detached houses.

NO OBJECTIONS

c) Decisions

BA/2021/0203/HOUSEH Rose Cottage, Mill Road: Demolition of rear facing conservatory to allow the erection of a two storey extension on its footprint.

APPROVED

11. Other Matters

a) Common Land on River Frontage

Covered earlier in the meeting. It was confirmed that common land could be in private ownership but still retain commoners rights.

b) Review Risk Assessments

The risk assessments were reviewed and **agreed**.

The Clerk was asked to put a review of the Resilience Plan on the next agenda.

ACTION: Clerk

c) Planning Policy

The Planning Policy was reviewed and **agreed**.

ACTION: Clerk

d) Dog Fouling – Bag Dispensers

The Clerk reported that bag dispensers were around £100. It was **agreed** to purchase a bag dispenser to be fixed to the post that the bin was attached to, noting that this could be extended with a bracket. The Clerk was asked to check the cost of refills. **ACTION: Clerk**

e) Play Equipment Project

Leigh-Ann Medhurst reported that the community survey had shown good support for the project, and that she was waiting for a meeting with a play area company. She would check whether Great Yarmouth Borough Council would include the item in their routine inspections. The Clerk was asked to send the contact details for the GYBC officer responsible for this. **ACTION: Clerk**

The Clerk was asked to put onto the next agenda replacing the chain link fence with a rope version. **ACTION: Clerk**

12. Reports from Parish Councillors

A request was made for a mini craft fair on the Village Green on Sunday 22nd August 2021. The Council **agreed** that this could take place, and the organiser was asked to provide a risk assessment including Covid mitigation. **ACTION: AD**

It was noted that there were ongoing issues of encroachment onto the common land, one resident had agreed to ask his contractors to remove their building materials. It was noted that personal items should not be placed on the common land areas as it made it hard for them to be maintained. The Council needed to make sure that the Commons Rights were asserted. Weeds had encroached onto the slipway ramp and needed to be cleared, this could then be maintained on an ongoing basis by the grounds contractor.

13. Date of Next Meeting

The next meeting would be Wednesday 10th November 2021 at 7.30pm at the Community Hall.

The meeting closed at 8pm

CHAIRMAN