

**SEA PALLING & WAXHAM**

 **PARISH COUNCIL**

**MINUTES**

**Of the Meeting held on 19th March**

**2018 at 7.30pm**

 **at**

**The Village Hall, Sea Palling.**

**www.seapallingpc.norfolkparishes.gov.uk**

Present:

Chairman- Cllr K Matthews, Cllr J Cocker, Cllr J Crafter, Cllr M Vacca, Cllr A Bode, Cllr S Deary. Cllr G Casson

Also present: The Clerk P Adams and 3 Members the public. The meeting began at 7.30pm

1. **APOLOGIES FOR ABSENCE**

The Chairman welcomed everyone. Apologies from Cllr Price

1. **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

Cllr Deary declared an interest in item 6.3

1. **MINUTES OF THE MEETING HELD ON 5th February 2019**

The Minutes of the meeting held on Tuesday 5th February 2019, having been previously circulated were AGREED and signed by the Chairman.

1. **PUBLIC PARTICIPATION**

No comments were received

1. **COUNTY AND DISTRICT COUNCILLOR**  None
2. **UPDATE ON ITEMS FROM THE PREVIOUS MINUTES**
	1. *Update on Beach Road Parking Issue*. The Chairman summarised the background of the Beach Parking matters and went on to inform the meeting that responses have been received, following the recent investigation undertaken by the Traffic Management Officer. The Traffic Management Officer and the local Constabulary agree that parking at the bottom end of Beach Road is creating a safety hazard, Norfolk County Council and Councillor Richard Price are not prepared to take any further action, or fund any amendment to the existing Traffic Regulation Order. After consideration Member agreed that they would consult the residents directly by means of a questionnaire. It was agreed that the Chairman will write the questionnaire and members will approve by email. Members approved the costs of printing the questionnaire and it was agreed that the questionnaire will be actioned as soon as possible. The clerk was asked to thank the Traffic Management Officer for help and other parties for their consideration.
	2. *Update on the SM2 sign.* The Parish Council have submitted all the requested information and await the decision from NCC. The Members discussed the prefered locations and agreed the sign will be situated on Beach Road, Waxham Road and the Street (alternately).
	3. *Update on the funding request for the Village Hall Wall.* Mr & Mrs Preston (Chairman and Treasurer of the Village Hall) addressed the meeting. Mr Preston informed the meeting that the Committee have received three quotes to replace. The deign chosen will cost approximately £5.5k. The Committee have secured a donation of £1500. After consideration Cllr Cocker proposed that the Parish Council should donate £2k, this was seconded by Councillor Casson and agreed unanimously (excluding Cllr Deary – see item 2)
3. **NEW MATTERS FOR CONSIDERATION**
	1. *Flooding on Clink Lane.* The Clerk informed the meeting that the matter had been reported to Highways
	2. *Initial Consultation of the first draft of the new Local Plan (documents previously circulated).* The Members noted that the public consultation will take place in Stalham Town Hall on the 21st May.
	3. The Broads Futures Initiative (documents previously circulated). The Clerk informed the meeting that has been resolved.
4. **FINANCE and GOVERNANCE**
	1. To consider outstanding invoices and those received after publication of the agenda. The following payment was approved:

The Clerk’s home office and travel allowance £55.00

* 1. To consider the request made by L&M Garden Services to increase the cost of verge cutting from £125 to £131.25 per cut **Agreed**
	2. To consider the changes made to the law regarding payslips and timesheets. The Clerk updated the meeting on the requirements of the law and it was agreed that the Clerk will forward monthly timesheets and differences in time worked and pay received will be rectified on a six-monthly basis.
	3. To consider suggestions from the Clerk regarding time-saving and cost efficiencies. Members approved the Clerk’s suggestion to use another email address to communicate generic information common to all the parishes the Clerk works for. This will allow the Clerk to send such information once rather than several times. **Agreed**
	4. To consider the Clerk’s request for a 3% pay increase from 6th April 2019 **Agreed.**
	5. To consider the Clerk’s request to be paid monthly by standing order **Agreed**
	6. To approve a separate Standing order for the Clerk’s Home Office Allowance. **Agreed**

1. **CORRESPONDENCE**

To consider correspondence previously circulated. The Members have, subsequent to the publication of the agenda received an email from the Wroxham and Hoveton Guide and Scout Group informing the Parish they are holding a beach litter pick on the 18th May and intend to have a barbeque afterwards. The Members instructed the Clerk to inform the group that they have no objection and will publicise the litter pick in the newsletter.

1. **PLANNING**
	1. Application Received for Consideration: PF/17/0298 Variation on PF/18/0064 Pot Luck, The Marrams. Sea Palling**. Object** Insufficient information. No dimensions given.
	2. Decisions Received: None
2. **NEW MATTERS** Cllr Casson informed the meeting that the poppies received from NNDC to commemorate WW1 are to be sown in the orchard. Cllr Casson presented the completed posters in their frames and Members agreed that the posts could be purchased and paid for before the next meeting. (Clerk and Cllr Casson will liaise). Cllr Crafter informed the meeting that there was a fallen fence o a footpath. Cllr Casson offered to forward photos to the Clerk. The Clerk will forward to NNC.
3. **HIGHWAYS**

To receive an update and report any further highways matters. No further matters were received.

1. **ITEMS FOR THE NEXT AGENDA.** The Clerk was asked to forward a list of Assets for inspection. This will be carried out before the next meeting and a strategy to carry out repairs and renewals will be agreed. Members will consider potential tradespeople to contact for quotes
2. **DATE OF NEXT MEETING – 15th May 2019**
3. **TO CLOSE THE MEETING. The meeting was closed at 8.35pm**