

**SEA PALLING & WAXHAM**

**ANNUAL PARISH COUNCIL**

**MINUTES**

**of the Meeting held on 15th May**

**2019**

**at**

**The Nissen Hut, Sea Palling.**

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

Present:

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

Also present: The Clerk P Adams and 8 Members the public. The meeting began at 7.45pm (after the Annual Parish Meting)

1. **APPOINTMENT OF CHAIRMAN.** Cllr Deary proposed Cllr Kevin Matthews, seconded by Cllr Vacca and unanimously agreed. Cllr Matthews was duly elected Chairman.
2. **CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE.** The Chairmanread and signed the declaration of office
3. **Appointment of the vice-chairman** Cllr Casson proposed Cllr Cocker, seconded by Cllr Deary and unanimously agreed. Cllr Cocker was duly elected Vice-Chairman.
4. **THE VICE CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE** The Vice-Chairmanread and signed the declaration of office.
5. **APOLOGIES FOR ABSENCE.** Apologies received from Cllr Andy Bode
6. **DECLARATIONS OF INTEREST -** *To receive declarations of interest in agenda items*. None
7. **TO RECEIVED THE DECLARATIONS OF ACCEPTANCE OF OFFICE** Declarations had been received before the meeting commenced.
8. **TO CONSIDER ANY DECLARATIONS OF ACCEPTANCE OF OFFICE THAT HAVE NOT BEEN RECEIVED AND TO DECIDE WHETHER TO GRANT AN EXTENSION OF TIME OR TO DECLARE THE SEAT VACANT.** Cllr Bode was unable to attend the meeting but had submitted his declaration form and this was accepted by the Council.
9. **OPEN SESSION FOR MEMBERS OF THE PUBLIC TO SPEAK**. The Chairman moved item 10 to this part of the agenda to allow a member of the Playground Committee to address the meeting The Members were presented with the proposed layout of the new playground and a list of the equipment required. The meeting heard that the plan will cost approx. 60k + VAT and grants and donations applied for will cover approx. £28k.After discussion the Members agreed that they would be happy to assist with funding. This matter will stay on the agenda and the decision to assist with the funding will be ratified at the next meeting.

Another member of the public raised the issue of disappearing signage. The Member of the Public offered to email further details to the Clerk, the Clerk will action once received.

1. **TO CONSIDER A REQUEST FOM THE SEA PALLING PLAYGROUND FUND RAISING GROUP FOR A DONATION TOWARDS NEW PLAY EQUIPMENT-** Moved to item 9
2. **MINUTES** - *To approve the minutes of the previous meetings held on 19th March 2019* Approved
3. **TO RECIEVE UPDATES ON THE FOLLOWING ITEMS FROM THE LAST MEETING**:
   1. Update on the Beach Road Parking Issues. The Chairman gave the members of the public an overview of the Beach Road Car Parking issue and updated the meeting on the proposed questionnaires. The Parish Council considered and approved the draft questionnaire issued by the Chairman and it was agreed that the form will be printed and delivered as soon as time permits.
   2. Update on the bid for the SAM2 Sign (shared with Lessingham with Hempstead and Eccles Parish Council). No further news has been received.
4. **NEW MATTERS FOR CONSIDERATION**
   1. The Initial Consultation for the First Draft of the new Local Plan (documentation previously circulated). The first draft concentrates on the proposed developments in the major towns. The villages will be considered in the next draft due in September/October. No further comments were received.
   2. To consider a meeting in June to respond to the Local Plan consultation (before 19th June). After consideration it was agreed that a further meeting would not be necessary.
   3. To discuss a matter regarding the number of deer casualties on the Waxham Road. Prior to the meeting the Clerk had received correspondence from a Member of the public regarding the high number of deer casualties on the Waxham Road. The Member of the public offered to ask local landowners if they would be happy to accommodate deer signage on their land. If this proposal was acceptable the Member of the public offered to order and purchase a sign. This matter will be put on the agenda again in June.

*14* **FINANCE & GOVERNACE**

*14.1 TO APPPROVE THE LIST OF INVOICES FOR PAYMENT The following payments were approved:*

*14.2 TO CONSIDER THE SCHEDULE OF PAYMENTS FOR 2019 -2020. To be considered at the June meeting.*

*14.3 TO APPROVE THE PAYMENT OF THE ITEMS ON THE SCHEDULE (As Above) BY EITHER CHEQUE OR ONLINE BANKING BY THE CLERK. To be considered at the June meeting*

*14.4 TO AGREE THAT THE COUNCIL MEETS THE CRITERIA TO SUBMIT AN EXEMPTION CERTIFICATE AND TO PROPOSE A RESOLUTION TO DECLARE THE PARISH COUNCIL EXEMPT FROM SUBMITTING A LIMITED ASSURANCE REVIEW***.** Proposed by Cllr Cocker and seconded by Cllr Vacca and signed by the Chairman

*14.5 TO CONSIDER THE REPORT FROM THE INTERNAL AUDITOR.* The Auditor’s report was considered, no problems have been highlights and the Parish Council were happy to accept it.

*14.6 TO CONSIDER AND COMPLETE THE ANNUAL GOVERNANCE STATEMENT.* Considered, approve dan duly signed by the Chairman.

*14.7 TO CONSIDER AND COMPLETE THE ACCOUNTING STATEMENT.* The Parish Council approved the Accounting Statement and it was duly signed and completed by the Chairman

**14.HIGHWAY ISSUES – TO RECEIVE AN UPDATE.** No further matters were raised

1. **PLANNING :**

*a) To consider any Planning applications received:*

***PF/19/0519 Land opposite Golden Beach Caravan Park, Beach Road, Sea Palling – Change of Use -Proposal to Store Caravans***

Cllr Cocker (Vice Chairman) had considered the application in detail prior to the meeting. After consideration the Parish Council agreed to **object** to this application.

*b) To notify of any Planning Decisions received from NNDC. None*

*c) To consider any other Planning issues. None*

1. **CORRESPONDENCE** - *To consider any correspondence received (previously forwarded) No further comments were received.*
2. **ITEMS FOR THE NEXT AGENDA.** As detailed in the minutes and to consider the Asset register for any repairs or replacements required.
3. **TO NOTE THE DATE OF THE NEXT MEETING**. The next meeting will be held on Tuesday 25th June at 7.30pm
4. **TO CLOSE THE MEETING***.* There being no further business the Chairman closed the meeting at 8.50pm