

## **MINUTES OF THE FLEGGBURGH PARISH COUNCIL MEETING**

HELD AT FLEGGBURGH VILLAGE HALL

On Wednesday 8<sup>th</sup> November 2023 at 7.30pm

In attendance: Cllrs R Doyle (Chair), F Dockerty, C Merritt, K Osborne.

### **1. APOLOGIES**

- 1.1. To receive and consider apologies for absence.

### **2. DECLARATION OF INTERESTS**

- 2.1. Members are invited to declare a previously undisclosed interest relating to items on the agenda.
- 2.2. To consider any dispensations.

### **3. CO-OPTION**

- 3.1. To consider any applications and co-opt for the 5 councillor vacancies.

### **4. TO RECEIVE UPDATES ON ANY MATTERS NOT ELSEWHERE ON THE AGENDA**

- 4.1. A VAT reclaim and recycling reclaim have been processed.

### **5. MINUTES OF THE PREVIOUS MEETING**

- 5.1. The minutes of the Full Council Meeting held on 26<sup>th</sup> September 2023 were agreed as a true and correct record of the meeting and signed by the Chair. PROPOSED Cllr K Osborne, seconded Cllr C Merritt.

### **6. PUBLIC PARTICIPATION**

- 6.1. To receive reports from County and Borough Councillors and Police Report.  
Apologies were received from Cllr A Thompson, a report was submitted:
- 6.2. To receive questions from the public relating to items on the agenda.  
Speedwatch, locations of the SAM2 cameras moving forwards.  
A member of public questioned the ownership of the Village Hall and Playing Field.

### **7. PLANNING**

- 7.1. **To consider a consultee response to any planning applications received from Great Yarmouth Borough Council and Broads Authority before the meeting date:**
  - 7.1.1. 06/23/0584/HH, Proposed Single Storey side extension. Wood End, Tower Road, Fleggburgh. It was AGREED to respond with NO OBJECTION.
  - 7.1.2. BA/2023/0407/HOUSEH, replacement garden store, Marshlands, Main Road, Billockby, Fleggburgh. It was AGREED to respond with NO OBJECTION, as long as arborical impact recommendations are followed.
  - 7.1.3. BA/2023/0389/FUL, Proposed emergency escape stair from first floor front elevation – means of escape from gallery level. Electrical Testing, Main Road A1064, Acle Bridge, Fleggburgh. It was AGREED to respond with NO OBJECTION.

**FLEGGBURGH PARISH COUNCIL**  
Serving Fleggburgh, Billockby & Clippesby

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**7.2. To receive notification of planning decisions taken by Great Yarmouth Borough Council and Broads Authority, and any received before the meeting.**

7.2.1. None.

**8. FINANCE**

- 8.1. An up-to-date bank reconciliation was received.
- 8.2. The budget expenditure report for 23/24 was received.
- 8.3. The proposed budget for 24/25 was agreed, to be finalised at Januarys meeting and precept for 24/25 was considered.
- 8.4. The letter from GYBC regarding the Concurrent Function Grants was received.
- 8.5. The quotes for replacing the gates at the grazing land were received it was PROPOSED to proceed with the quote from Paynes Horticultural Services for £1922.35, to clarify that any damage to concrete posts will be rectified. If no guarantee is provided that any damage will be repaired or posts replaced the quote from Woodgate Landscapes for £2329.17 excl. VAT will be used.
- 8.6. The payments list as presented was APPROVED, PROPOSED Cllr R Doyle, seconded Cllr K Osborne.

Company	Description	Net	Vat	Gross
Salaries	Month 7	£296.52	£0.00	£296.52
HMRC	Month 7	£74.20	£0.00	£74.20
Westcotec	SAM2 coil repair	£52.50	£10.50	£63.00
URM	Recycling	£7.20	£1.44	£8.64
Fleggburgh Village Hall	Bookings	£613.00	£0.00	£613.00

**9. HIGHWAYS**

- 9.1. The SAM2 report was received, it was AGREED for representative Nigel Hearth to correspond with Highways on behalf of the Parish Council to conclude the SAM2 locations.
- 9.2. It was AGREED to submit a bid for Parish Partnership 2024/25 for gateway signs on Rollesby Road. It was agreed for the Clerk to contact Rollesby Parish Council to inform them.

**10. ADMINISTRATION**

- 10.1. It was AGREED for a member of the public, a veteran in the village to be the parish council representative to lay the wreath on Remembrance Day. Cllr R Doyle to arrange.
- 10.2. It was NOTED that Borough Councillor Adrian Thompson has gifted a wreath to the Parish Council.
- 10.3. To note that 18 FOI's have been received by the Parish Council, in 2023.

**11. ITEMS FOR NEXT AGENDA**

- 11.1. Village events 2024.
- 11.2. Final budget and precept 24/25 to be agreed.

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**12. NEXT MEETING OF THE PARISH COUNCIL**

Wednesday 10<sup>th</sup> January 2024, 7:30pm, Village Hall

In accordance with the Public Bodies (admission to meetings) Act 1960 the chair of the meeting PROPOSED to exclude the press and public during consideration of the following items due to the confidential nature. Seconded Cllr K Osborne.

**13.** The resignation of the Parish Clerk & RFO, Miss L Dawson was NOTED.

**14.** It was AGREED to contact NALC and to recruit a locum clerk in the interim period.

It was AGREED to advertise the Parish Clerk & RFO position on social media, website, NALC and other free of charge locations, with the current employment terms, closing date 8<sup>th</sup> December 2024.

Meeting Closed: 20:48