

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

HELD AT FLEGGBURGH VILLAGE HALL  
on Tuesday 23<sup>rd</sup> May 2023 at 7.30pm

In attendance: Cllrs R Doyle (Chair), F Dockerty & C Merritt  
Clerk: Miss L Dawson  
Members of the public: 5

### **1. TO ELECT A CHAIR AND SIGN ACCEPTANCE OF OFFICE FORM**

Cllr R Doyle was elected as Chair, PROPOSED Cllr F Dockerty, seconded C Merritt.

### **2. TO ELECT A VICE-CHAIR**

Cllr C Merritt was elected as Vice Chair, PROPOSED Cllr R Doyle, seconded Cllr F Dockerty.

### **3. APOLOGIES**

None.

### **4. DECLARATION OF INTERESTS**

None.

### **5. CO-OPTION**

None.

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

- 6.1. The Chair thanked Mr Hacon for his work as a Councillor over the last year and congratulated District Councillor Adrian Thompson for his election.
- 6.2. The unity bank account – in hand.
- 6.3. Pedestrian Crossing update – this is being scheduled by Norfolk County Council Highways for January to March 2024 with the Active Travel Fund.
- 6.4. Binding and archiving historical minutes – in hand.

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

- 7.1. The minutes of the Full Council Meeting held on 19<sup>th</sup> April 2023 were AGREED as a true and correct record of the meeting and signed by the Chair, PROPOSED Cllr R Doyle, seconded Cllr C Merritt.

### **8. PUBLIC PARTICIPATION**

- 8.1. To receive reports from County and Borough Councillors and Police Report.  
Cllr Adrian Thompson reported to the Council that the elections were successful with a 53% turn-out in electors. Grass-cutting has been arranged. There is a new pavement on Orchard Way. Regarding the bus service, they are looking for a Saturday service and an extra Norwich service. Meeting arranged with highways to

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discuss car parking on Town Road and Main Road, which will assist the pedestrian crossing scheme. Cllr Thompson mentioned that great things were happening in Fleggburgh at the moment and encouraged the public to get involved if they can.

- 8.2. To receive questions from the public relating to items on the agenda.  
A member of the public commented on the Town Road junction scheme.  
A member of the public also mentioned the new welcome gates.

## **9. PLANNING**

- 9.1. **To consider a consultee response to any planning applications received from Great Yarmouth Borough Council and Broads Authority before the meeting date:**

9.1.1. BA/2023/0188/ADV, Proposed timber sign on posts. Land South Corner of Main Road and Stokesby New Road, Main Road, Clippesby, Fleggburgh.  
Advertisement consent application. OBJECT due to lack of information regarding the advert, PROPOSED Cllr R Doyle, seconded Cllr C Merritt.

9.1.2. 06/23/0305/HH, Proposed erection of 1.9m tall front and side brick boundary wall and access gate with 1.83m tall side boundary fence. The Lodge, Main Road, Billockby, NR29 3BG. Deadline 21<sup>st</sup> May, extension requested. NO OBJECTION subject to highways conditions being met, PROPOSED Cllr F Dockerty, seconded Cllr R Doyle.

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

9.2.1. BA/2022/0010/REF, Farmhouse, Bridge Farm, Acle Bridge. Erection of a dormer window and external balcony to domestic outbuilding including external staircase (retrospective). Dismiss the Appeal.

## **10. FINANCE**

- 10.1. An up-to-date bank reconciliation was RECEIVED.  
10.2. The bank signatories were confirmed as Cllrs R Doyle, C Merritt and F Dockerty.  
10.3. The current direct debits were noted as URM, ICO, Unity.  
10.4. The S137 allowance was noted- £9.93/ member of the electorate.  
10.5. The payments list was APPROVED, PROPOSED Cllr R Doyle, seconded Cllr C Merritt.

Company	Description	Net	Vat	Gross
Salaries	Month 2	£346.73	£0.00	£346.73
HMRC	Month 2	£86.60	£0.00	£86.60
Broadland Computers	MS Office, Avast security, Ram upgrade.	£285.00	£57.00	£342.00

## **11. HIGHWAYS**

- 11.1. The SAM2 report was RECEIVED. It was AGREED to publish the report on the Council website.

## **12. ADMINISTRATION**

- 12.1. It was AGREED to elect Cllrs R Doyle, F Dockerty and R Doyle to the Staffing

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Committee. The terms of reference were reviewed and agreed.

12.2. The meeting dates for 2023/24 were AGREED, Clerk to contact the Village Hall Bookings Clerk.

12.3. It was RESOLVED to donate £90.00 to the Village Hall Committee for re-planting in the village, PROPOSED Cllr R Doyle, seconded Cllr F Dockerty.

**13. CORRESPONDANCE**

Highways Streetscene Inspectors	Visit due 5 <sup>th</sup> June 2023	Report any highways issues to Clerk to pass on.
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**14. ITEMS FOR NEXT AGENDA**

To consider a letter of support to District Councillor Adrian Thompson with regard to junction safety on Town Road.

To consider grants available for planting in the village.

To investigate purchasing a Road Sweeper with Filby Parish Council.

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

Full Council Meeting – Wednesday 14<sup>th</sup> June 2023.

In accordance with the Public Bodies (admission to meetings) Act 1960 the chair of the meeting RESOLVED to exclude the press and public during consideration of the following item due to the confidential nature.

**16. STAFFING**

It was RESOLVED to appoint Miss L Dawson to the role of Parish Clerk and RFO on a permanent contract, using the contract terms as presented, on Scale point 26.

Meeting Closed: 21:05