



**Oulton Broad Parish Council**  
**Meeting of the Parish Council**

**Monday 21<sup>st</sup> January 2019, 7.00pm**

**Held at The Pavilion**  
**Nicholas Everitt Park**

**MINUTES**

**Present:** Councillors Christine Ashdown, Paul Carver, Benvenuto Falat, Brian Keller, Sandie Keller, Andrew Page, Lee Pullen, and Steve Wilson.

**Also, in attendance:** Tina Page (Clerk)

**Public in attendance:** 7 members of the public including, 3 members from FoNEP, SCC Cllr Reeder, Sentinel and Sprytar.

**209. Welcome:** The Chair opened the meeting, thanked everyone for attending.

**210. Announcement on Reporting:** Councillors and members of the public were reminded that in the interests of openness and transparency, the law permits filming, recording or other means of reporting at meetings.

**211. Apologies for absence:** Cllrs Cooper and Penman.

**212. Declarations of Interests and Dispensations:**

212.1 Declarations of Disclosable Pecuniary and Non-Pecuniary interests.

Cllrs Page declared an interest in the payment schedule.

212.2 Receipt of written interest.

None.

212.3 Dispensations granted.

None.

**213. Minutes:**

213.1 To consider the accuracy and approve the minutes of full council of 17<sup>th</sup> December 2018.

Approved as an accurate record. Proposed by Cllr B Keller and seconded by Cllr S Keller.

**6 AGREED**  
**2 ABSTAINED**

213.2 To note actions taken from last meeting which are not detailed on this agenda.

197. Cllr Wilson to progress the tourism page and to approach businesses. The documentation was previously handed out to the Councillors. **Action Councillors** to look at this and provide the Clerk with their views.

**214. To receive a demonstration on the Sprytar application and agree any action:** Sentinel are very passionate about this application. It is mobile phone driven, it is all about physical activity in the park and exploring the park. It involves what is most important about the Park, fact, historic knowledge. £5000 set up fee and then £500 per year. It will consist of 25 map points with 25 questions, it will be changed at each season. It will include trails around the park. Businesses could advertise within this application. The marketing would be done by Sprytar, with flyers and posters and social media. Sentinel are looking for active funding for the three sites (Oulton Broad, Lowestoft and Carlton Colville). This application will only work once inside of the park. Cllr Reeder was really interested in the application and he will help fund as part of his locality budget to help start this. This may be around £1000 - £1500. **Action Cllr Page to source how to fund this.**

**215. Chairman's Report:** This was distributed to the councillors, prior to the meeting.

**216. Public Forum and Public Service Reports:** Apologies received from Cllr J Murray and Cllr M Barnard. Cllr Reeder reported: they are working hard with 2019/2020 budgets, 75% will be for adult social care and young people. There is a need to have a real push to get people active.

**217. To receive an update from FoNEP and agree any necessary actions:** FoNEP would like permission from NEP Trust to allow them to use the materials in the park for Christmas Wreaths. Waveney Norse has provided them with two step ladders. They have purchased a pressure washer. Cllr Falat asked them if they could pressure wash the coloured tennis courts. There will be a sub-committee for the Carols in the Park for this year. They are considering different Christmas tree lights and looking into lighting and speakers.

**218. To discuss and agree the costing of Kesgrave Drive play area and fencing, previously agreed by Finance Committee:** The quote came in higher, £7500 was previously agreed at Full Council. £11,243 is the total, the rest will be funded by reserves.

**219. To discuss and agree the costing for the new play equipment for Nicholas Everitt Park, previously agreed by Finance Committee:** We have received a quote for three pieces of equipment. Option 3 is the fortress, which is not in keeping with the park. Option 2 is too high. Option 1 ticks all the boxes and is disability friendly. The final price for this is not available. We would lose all the green carpet and turf. There is an eight-week lead time, start installation beginning of May, should be completed by the second Bank Holiday. Propose to accept option 1 and allow the Finance Committee to agree a spend of up to £95,000. Proposed by Cllr Falat and seconded by Cllr S Keller.

**ALL AGREED**

The repair of the boat in the play area was discussed with the costings. It was noted that Norse has confirmed that this will be paid within our budget pot.

**220. To discuss the need for an emergency protocol, the need for emergency numbers and a planning team:** Cllrs Carver and Falat met with the emergency protocol officer at WDC. The Harbour Masters Office will be the civil incident room. The Parish Council offered the Pavilion as a local collection help centre. Should an activation happen, The Parish Council would activate the local individuals register and work with the Local Plan. Cllrs Carver and Falat have volunteered to be the point of contact. The project is moving forward and being developed.

**221. To discuss the issued regarding parking in Boon Drive and agree any action:** Cllr Carver reported that there are issues with cars being parked on the green. There is need for posts to be situated on the green, to stop vehicles parking on there. But there is no funding available. 4 wooden posts is all that is needed. **Action Cllr Reeder** to action this request.

**222. To discuss the future of the parking permits for the car parks managed by Norse:** The Deed of Release, releases the car parks. For the benefit of the local area, the Parish Council needs to have control to persuade Waveney DC to run concessionary parking spaces. **Action Cllr S Keller** to process with the WDC Councillor.

**223. To receive an update on the TingDene Development and agree any necessary action:** This has not gone to the planning meeting yet. **Action Cllr Falat** to provide a presentation for the objection of the planning application.

**224. To discuss any road closures:** None. Cllr Falat, noted that he has been driving through some closures and there is no work being done. **Action Cllr Reeder** to look into this Problem Management.

**225. To approve the payments as per payment schedule:**

**Direct Debit**

Daisy Communications	Phone and internet	£54.73
		<u>£54.73</u>

**BACS**

Andrew Page	mileage and expenses	£31.60
Tina Page	ICO (£40) Stamps and mileage	£135.91
Norse	December	£7,350.00
Norse	Supply Christmas Tree	£450.00
		<u>£7,967.51</u>

Proposed by Cllr Falat and seconded by Cllr S Keller.

**7 AGREED  
1 ABSTAINED**

**226. To note the total payments and receipts, year to date:** Noted

**227. To agree the terms of reference for the Events and Tourism Committee:** This has previously been agreed by the Events and Tourism Committee. It was agreed that the references to 'The Corporation' should be 'The Parish Council'.

**7 AGREED  
1 ABSTAINED**

**228. To note the election dates and timescales:** The timescales were discussed. There will be a discussion after the March Full Council meeting regarding the Wards. Hold over to future meetings.

**229. To receive an update on the Committee meetings held this month and agree any action:** Events and Tourism: all the band dates have been agreed.

**230. To receive an update on the other meetings attended and agree any necessary action:** None.

**231. To note the significant correspondence received since last meeting:** Noted.

**232. To note the date of next Council Meeting and Committee Meetings:** Planning Committee 4<sup>th</sup> February 3pm, 18<sup>th</sup> February 6pm, Finance Committee 6<sup>th</sup> February 6pm and Full Council 18<sup>th</sup> February 2019 7pm.

**233. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the Meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted:**

233.1 To receive an update on OBPC assets:

There was an update on the Oulton Broad Mini Zoo.

There being no more business to discuss, the meeting closed at 8.50 pm

Minutes approved on .....18<sup>th</sup> February..... 2019

Signed ..... Parish Council Chair