



Oulton Broad Parish Council

Meeting of the Parish Council
Monday 18th November 7.00pm

Held at the Pavilion
Nicholas Everitt Park

MINUTES

Present: Councillors Christine Ashdown, Benvenuto Falat, Brian Keller, Sandie Keller, Andrew Page, Andy Penman and Lee Pullen.

Also, in attendance: Tina Page (Clerk)

Public in attendance: 2 members of FoNEP, 1 District Councillor.

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

122. 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.

123. Apologies for absence: Councillors Carver and Wilson.

124. Declarations of Interests and Dispensations:

124.1 Declarations of Disclosable Pecuniary and Non-Pecuniary interests.

Cllr Page declared an interest in 136, Cllr S Keller declared an interest in 130.

124.2 Receipt of written interest.

None.

124.3 Dispensations granted.

None.

124. Minutes:

To consider the accuracy and approve the minutes of full council of 21st October 2019. It was proposed as being accurate by Cllr Ashdown and seconded by Cllr Falat.

ALL AGREED

125. Outstanding actions: To note actions taken from last meeting which are not detailed in this agenda.

107 Clerk to confirm the ordering of the Christmas Tree Lights - Completed

113 Clerk to obtain quotes for the CCTV and agree any action – There is £5795 in the budget.

Cllr Falat wanted to know why this in the budget, when it has not been agreed yet. **Action Clerk** to find more information on hiring, and invite IHT Ltd to the Trust meeting to discuss.

120.4 Clerk to write a recorded delivery letter to the people at Monckton Avenue – not needed, the building materials have been moved

126. Chairman's Report: The Chairman reported that we have a very positive meeting with Norse, and hopefully good things will come out of it.

127. Public Forum and Public Service Reports: Councillor Gee mentioned that the planning department are pleased to be working together with the Parish Council. Lowestoft Town Council have received heritage money for the High Street. The 3rd river crossing will be postponed until after the elections. There has been no more information regarding the TingDene development, the outline application has been approved, but no detailed planning application has been submitted yet.

The Council expressed the concern over the Heritage funding being only one area, could some of this money help with the refurbishment of the Lowestoft Museum?

128. To receive an update from FoNEP and agree any necessary actions: Geoff apologised for the publication of the unflattering photo of laying the wreath. The British Legion thought it was a well organised event. 410 volunteer hours. The plans for the Carol events are going well, the large advertising trees are already in place. FoNEP have decided not to help with the new piece of land and this may cause a problem with the RHS funding.

129. To receive an update on the Precept and budgets and agree any action: This is still a working draft, currently standing at 8.16% increase. Work on sheds 1-7 retaining the fire systems and taking out the electrical work. Although it was noted that the electrics were done circa 60/70s. Museum fire system has been taken out as this will form a bigger project and should try for help with grant funding. The Disabled Swing has been budgeted for 50% allowing for match funding. Car Park barrier, do we go ahead with this? Maybe improve the no flow plates. **Action Cllr Page** to come back to Finance Committee with a detailed specification of the barrier system. Budget for the tables this year and the chairs the following year. The Youth IMPACT, the Clerk cannot get in hold of the leader, to see if they are interested in running in NEP next year. **Action Cllr Falat** to speak to the Police Commissioner for the extra £2500. There is no aid for the museum. **Action Cllr Gee** to find out about the loan lease.

130. To agree the payments as per payment schedule:

ESC	Election expenses	£1,228.15
Sandra Keller	Food for Norse meeting	33
The Royal British Legion	Poppy Wreaths	16.5
		<hr/>
		<u>£1,277.65</u>

The payments totalling £1277.65 were approved, proposed by Cllr Falat and seconded by Cllr B Keller.

**7 AGREED
1 ABSTAINED**

131. To note the payments and receipts up to 31/10/19: Distributed in Councillors handouts.

132. To receive an update regarding the Neighbourhood Plan and agree any action: The first meeting was very positive. The Council received lots of information. The Normal procedure will be to fill in the form. Then hold a mini consultation, the advertising and leaflet distribution will be funded by the community funding lady at ESC. We will go with the parish boundary, which has two Authorities, Broad Authority and ESC. Cllr B Keller proposed the early consultation first, this has been counter – proposed by Cllr Falat to fill in the proforma first. There was a general discussion over this. The proforma was then seconded by Cllr Pullen.

**7 AGREED
1 ABSTAINED**

133. East Suffolk Council have nearly completed the Deed Packets, to agree sending them straight back to the Records Office for storing: Proposed by Cllr Penman and seconded by Cllr B Keller.

ALL AGREED

134. Clerk has received a request from resident in Higher Drive to have a Speed Awareness Machine installed. Discuss and agree any action: The machine will cost £4000, there is normally funding help from Locality from the County/District Councillors. There is a concern from the councillors that we do not know enough on the statistics, volume of traffic, include standing speed watch, involve a police officer with speed camera. Hold off until we have more evidence and after the

election.

135. To discuss the Safeguarding training and agree any action: There is a Personnel Committee meeting on 25th November to discuss the safeguarding. One councillor will be undertaking the training of the others, at no cost.

136. To discuss the idea of a Community Shop and agree any action: The Plunkett Fund will help with the information to set up. There are already 12 Community Shops in Suffolk. The shops will need to be run by volunteers – Council or Trust? Find out whether parishioners would like this idea, advertise in the next Newsletter. **Action Ashdown** to provide more information. Re-visit in January 2020.

137. To agree the Christmas Closure dates and agree with action: The dates over Christmas were discussed, it was to close from 24th December and re-open on 6th January 2020. Proposed by Cllr Ashdown and seconded by Cllr B Keller. **ALL AGREED**

138. To receive an update on Committee meetings and other meetings throughout the month:

Committees:

Planning – All going well.

Events and Tourism – Cheese and Wine Quiz night 7th March 2020, coffee mornings 10.30-12.30 1st and 3rd Thursday starting from 16th January. The VE Event will be bigger than first thought, in the park and on the actual VE day. VJ day, the actual day and a picnic in the park. Chasing Nearly Festival for the outstanding Environment Report. **Action Clerk** to send Nearly Festival an email chasing them.

Finance – Budgets and Precept calculations. The Visit the Broad Pocket Guide, last year there was 100,000 copies distributed around the broad's network. More than 130,000 will be printed to involve the Southern area, next year. Proposed to go with the advertisement costing £495, by Cllr Ashdown and seconded by Cllr Penman. **ALL**

AGREED

Personnel – Going along nicely.

139. To note and agree next year's Committee meeting dates: Take away and have a look. Please let the Clerk know if anything needs changing.

140. Items for the next agenda: Finalise the Budget and Precept.

141. To note significant correspondence received since last meeting:

To note the date of next Council Meeting and Committee Meetings: Personnel Committee (Safeguarding) 2pm 25th November, Planning Committee 2nd December 5pm and 16th December 6pm, Finance Committee 4th December 6pm and Full Council will be 16th December 7pm.

To note the change of Full Trust meeting dates. 2nd December 6pm

142. 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:

142.1 At closed session there was discussions about assets and the Clerks pension

There being no more business to discuss, the meeting closed at 9 **xxx**

Minutes approved on16th December..... 2019

Signed Parish Council Chair