

## **BEESTON REGIS PARISH COUNCIL**

**MINUTES of the Annual Parish Council Meeting held on Friday, 21<sup>st</sup> May, 2021 at Scout HQ, Cromer Rd., Beeston Regis.**

**Covid 19 – restrictions were in place and public health advice/guidelines were followed for this meeting.**

**Present:** M.Knowles (Chair), R.Smith, M.Roffe, D.Thompson, S.Anderson, G.Dyson, M.Wright, N.Wright, C.Goodwin, R.Beckley, and the Clerk.

### **1a. To elect Chairman and signing of Declaration of Acceptance of Office**

M.Knowles was again elected Chairman and duly signed his Declaration of Acceptance of Office. (Prop: DT, Sec: CG).

### **1b To elect Vice-Chair and signing of Declaration of Acceptance of Office**

R.Beckley was again elected Vice-Chairman and duly signed his Declaration of Acceptance of Office. (Prop: MK, Sec: MR).

### **1c. To receive and consider apologies**

Apologies were received and accepted from S.Kent. Apologies were also received from J.Oliver (NCC).

### **1d. To receive Declarations of Interest on agenda items**

None declared.

### **1e. To terminate the Delegation Scheme**

This was agreed. (Prop: MW, Sec: NW).

## **2. To approve the minutes of meeting held 10/3/21.**

The minutes, which had already been circulated, were accepted as a true record. (Prop: RB, Sec: RS).

## **3 . Public Participation (requests to speak on agenda items)**

No members of the public present.

## **4. Finance:**

### **(a) To approve invoices for payment and note bank balances:**

GWR Beckley £20.00 (reimbursement re light maintenance)

Signs Direct £43.14 (dog fouling sign), P.Bullimore £370.50 (net salary)

HMRC £33.60 (tax on salary), P.Bullimore £48.85 (clerks exps)

Came & Co £781.87 (annual insurance), Secret Gardens £130.00 (grass cuts)

\*\*\* The above payments, as scheduled on the agenda, were approved (Prop: DT, Sec: MW). The reconciled bank balances were as follows:- A/C 10162132 £224.13, and A/C 10162140 £13,194.08. – Noted.

### **(b) To note renewal of Annual Insurance.**

An insurance review had been carried out by RB and renewal had recently been approved by delegated members. (Penn via Came & Co) Premium £781.87.

## **5. Planning:**

### **(a) To note decisions/information received from NNDC/NCC since last update**

No further information had been received since the last update (No 13, April, 21)

### **(b) To consider planning applications received since agenda printed**

PF/21/1149; Beeston Hall Cottages; First floor extn., velux roof lights, and lifting of roof at plot 2. The PC had no objections (Prop: CG, Sec: DT)

PF/21/1150; Beeston Hall Cottages; Two storey side and rear extns., lifting of roof, and internal alterations at plot 3. The PC had no objections (Prop: CG, Sec: DT)

### **(c) RV/21/1136; Variation of design (garage/outbldg) White Hse, Church Cl.**

The PC had no objections to this application (Prop: MK, Sec: CG). RB declared an interest and did not vote.

### **(d) PF/21/1144; Extn & External alterations at 4, Priory Close.**

The PC had no objections to this application (Prop: SA, Sec: GD).

### **(m) To consider PCs responsibilities re the AONB.**

No matters to consider.

## **6. Highways/Footpath matters.**

### **(a) To note/consider Highways Inspection wk commencing 24/5/21**

This was duly noted but members had nothing of concern to report to NCC Highways.

## **7. Meetings & Conferences (to receive reports and announcements)**

The Clerk had no new announcements other than the Parish & Town Council Forum, via Zoom, on 24/5/21. RB reported on the Scouts AGM and noted their very healthy bank balances. RS reported on the NNDC Environment Forum Meeting which looked at sea level rises and the associated problems as well as the future of cars etc..

## **8. Beeston Regis Quarry Local Liaison Group**

It was agreed that MK and NW represent the PC at the Liaison Group Meeting to be held on 21/6/21. (Prop: RB, Sec: RS).

## **9. Consultation re Sheringham Shoal Extn & Dudgeon Extn Projects.**

It was agreed that members respond as individuals if they so wished.

## **10. Local Council Award Scheme & Governance**

### **(a) Update from Clerk on Governance Matters**

In an effort to catch up with the reviewing of policies and procedures the Clerk informed members that he would be placing a number of them on the agenda over the next 2 – 3 months. It would be helpful if members would visit the PC website in order to look at the relevant documents. Noted.

### **(b) To confirm eligibility & re-adopt the General Power of Competence**

It was agreed that Beeston Regis Parish Council meets the criteria for the GPOC as prescribed by the Secretary of State (two thirds elected members and a qualified clerk) and it was agreed to re-adopt the GPOC. (Prop: DT, Sec: MR)

### **(c) To revisit the General Data Protection Regulations**

There was a brief discussion reminding members of the GDPR and the need to always protect personal information.

**(d) To consider appointments & arrangements as per standing order 5(k)  
(To agree appointment of councillors to outside bodies, Land & Asset  
inspection, Subscriptions, PC calendar, Bank Mandates, Internal Auditor,  
and Bank Signatories.**

The following were agreed (Prop: SA, Sec: MW) :-

- \*\*\* Appointments to outside bodies:- Church Field Trustees – RB, The Hooke Charity – MW, GD, RB, Sheringham Society – GD, Police SNAP Meetings – CG., NNDC Planning Committee attendance – as appointed.
- \*\*\* Land & Asset Inspection:- DT inspection in the autumn (Lights by contractor)
- \*\*\* Subscriptions :- Subscribe to NALC and NPTS.
- \*\*\* PC calendar :- continue with 2<sup>nd</sup> Wednesday of the month.
- \*\*\* Bank Mandate :- Direct Debit to E-on and Standing Order to T.T.Jones Electrical.
- \*\*\* Internal Auditor :- Re-appoint Mr.S.Meakin.
- \*\*\* Bank Signatories :- RB, MR, MW (2 from 3 to sign)

**11. To receive reports from District & County Councillors**

A report from J.Oliver (NCC) had been circulated and noted.

**12. Police Report /Sect.17 Crime & Disorder Act.**

Cluster newsletters were still being received on a regular basis.

**13. To receive Correspondence (not included in agenda items above).**

- (a) Water course problem on Caxton Pk. – Chair summarised the situation.
- (b) Parking problem on Britons Lane – Chair summarised (reported to Police)
- (c) Update re progress of Nfk Strategic Flooding Alliance – noted.

**14. Resolution re Public Participation (comments/other matters).**

No members of the public present.

**15. To confirm date of next meeting or renewal of Delegation Scheme.**

It was agreed to meet again on 9<sup>th</sup> June, 2021 and delegated power be given to the Chairman to decide whether to go back to the “Delegation Scheme” if the Government’s road-map or guidelines change at any time (Prop: DT, Sec: SA)