

Weybourne Parish Council

DRAFT MINUTES of the Parish Council Meeting held on
Wednesday 5th June 2019, 7.30pm at the village hall.

Present:

Pat Floyd (Vice-chair), Penny Taylor, Robin Woodhouse, and Catherine Fletcher (Clerk)

Also present: District Councillor Karen Ward and six members of the public.

1. (a) To receive and consider apologies

Apologies were received from Cllr Swift, Cllr Ruth Gallally, Cllr Peter Gallally, Cllr Rose and Cllr Crawford.

(b) To receive Declarations of Interest on Agenda items

None declared

2. To approve the minutes of the meeting held on 15th May 2019

The minutes were **agreed** as a true record of the meeting.

3. Public Participation

(a) To receive requests from members of the public to speak on agenda items

Requests to speak on agenda items 6.a), 9.b) and 16. were received from members of the public.

(b) To receive reports from the County Councillor, District Councillors and Police

C.Cllr. Sarah Butikofer sent her apologies and a report to the meeting as she was unable to attend in person.

The report was read to the meeting:

- A Carers Day will be held at The Forum on 14th June 2019, 10am-4pm.
- A new mental health charity, You Are Not Alone (YANA) has been set up to target male agricultural workers who are amongst those most at risk of committing suicide.
- NCC has moved from a Committee system to a Cabinet system. This will make it harder for councillors to question the Cabinet in public at Full Council meetings.
- NCC have decided they are concerned about Climate issues but have not declared a Climate Emergency.
- Lorne Greene may be changing his mind about retiring next year and is also reviewing his decisions to not make a bid for control of the Fire Service.

D.Cllr. Karen Ward spoke to the meeting. She reported:

Regarding the earthworks on the beach:

- A planning application for the earthworks on the beach has been submitted to NNDC but has not yet been validated as some information had been missing from the application. The information has been requested and the Parish Council will be informed when the application is validated.
- An Environment Agency (EA) Permit has not been issued for the earthwork bank on the beach; an EA Permit should have been obtained before work began.
- The NNDC Enforcement Team have visited the site and could not find any evidence of waste material being used in the bank. It was requested that if anyone has photos of the waste material previously spotted in the bank, to please pass them to D.Cllr. Ward.

Regarding the state of the beach:

- NNDC do not have powers to remove boats that are owned. As the boat on the beach is owned, it can not be removed from the beach by NNDC.

Other points:

- It had been reported tree branches and cuttings had been dumped on the verge of Sandy Hill Lane. D.Cllr. Ward had looked into the matter, but as it was on private land and not a danger to the public or obstructing traffic, Highways had no power to remove it.
- The Asset Manager was currently on leave, but the Sandy Hill Lane Surveyor's Allotment was on the list to be discussed when she returns.

No **Police** report had been received.

4. Co-option

Due to the small number of Councillors present, it was **agreed** to defer this decision.

5. Finance:

(a) To note the bank reconciliation to 23rd May 2019

The bank reconciliation was noted.

(b) To note the accounts summary to 23rd May 2019

It was noted that half the Precept (£9000) and half the Council Tax Support Grant (£345) had been received on schedule.

(c) The following invoices were approved for payment:

i.	C Fletcher	Salary for May	£ 352.00	
ii.	Norse Eastern Ltd	HDPF grounds maintenance	£ 365.52	(VAT £60.92)
iii.	C Fletcher	Expenses and mileage	£ 26.30	

(d) The following invoices received since the 30th May 2019 were approved for payment:

i.	Secret Gardens	Grass cutting May	£76.00
ii.	WVHMC	Hall Hire May	£16.00

All five invoices where approved for payment

(e) The following regular monthly payment was noted:

i.	Garden Aide	Cemetery and churchyard grounds maintenance	£320.00
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6. Planning:

(a) To comment on the consultation for the North Norfolk Local Plan

Due to the small number of Councillors present, it was **agreed** to defer this decision.

(b) To consider the following planning application:

- i. PF/18/0880 Two-storey and single-storey rear extensions with balcony/terrace, existing conservatory replaced with single-storey side extension, replacement roof including increase in ridge height to facilitate second floor accommodation with 2 no. dormer windows (one with balcony) and alterations to vehicular access Old Orchard House, The Street, Weybourne, Holt, NR25 7SY

It was **agreed**, the council have **no objections** to this planning application.

(c) To consider planning applications received since 30th May 2019

None received.

(d) To receive any updates regarding Affordable Housing

It was noted that postcards advertising the Consultation Event on the 20th June have been sent out to all properties in Weybourne.

A member of the public enquired if flyers could be displayed around the village to remind people of the event.

It was noted the event is advertised on the website and the village notice board. A flyer will also be displayed on the WCF notice board.

It was noted that some properties in the Priory Wood development did not have letter boxes and so had not been able to receive the postcard.

- (e) To receive any updates regarding the Hornsea 3 windfarm
It was noted that the Planning Inspectorate are due to report before the 2nd July 2019.

7. Highways & Footpath matters:

- (a) To receive any updates regarding the restoration of the pond on Beach Lane
The flooding at the bottom of Beach Lane had been reported to NCC Highways. It was reported that NCC Highways believe this does not require any action at this time.
It was **agreed** to contact the Norfolk Coast Partnership regarding the ditches along the side of the road and if they will be cleared as part of the pond development.
- (b) To receive any updates regarding the state of the beach
See item 3.b). No further updates.
- (c) To receive and updates regarding the earthworks at the Western end of the beach
See item 3.b). No further updates.
- (d) To receive any updates regarding the pavement on The Street, nr The Ship
It was reported NCC Highways have scheduled the repair of a pothole on the footway. They will inspect the footway again at the end of the Summer.
- (e) To note the location of the Sandy Hill surveyor's allotment and consider if and how it could be used
It was felt that to some extent, the map provided by NNDC did not show clearly the exact location of the site.
D.Cllr. Ward reported that there is precedent for sites such as this to pass into the ownership of the Parish Council.
It was suggested that if it came into the ownership of the Parish Council, it could then be rented to the Station for a peppercorn rent for use as a car park.

8. Allotments

It was reported the occupancy rate of the allotment is still at 96%. The good presentation of the site has been maintained by the cutting of the site's communal grass areas. Enquires are to be made into the possibility of arranging group insurance for allotment holders, instead of asking tenants to provide their own individual insurance.

9. Village Hall:

- (a) To receive the Weybourne Village Hall Management Committee report
The report from the Weybourne Village Hall Management Committee had been received and was noted.
- (b) To consider and respond to the letter received from the WVHMC regarding grounds maintenance costs
It was suggested that a working group could be formed to meet with the WVHMC and then report back to council, but due to the small number of councillors present it was **agreed** to defer this item.

10. Cemetery & Churchyard:

- (a) To receive update regarding Weybourne Cemetery records
It was noted that the cemetery records continue to be updated.

11. Harry Dawson Playing Field

It was reported that a very successful Bingo had taken place, with over 60 people in attendance.
It was noted that some work needs to take place as the extra piece of land has become very overgrown with brambles.

12. Weybourne Community Fund

It was reported that the North Norfolk Country Fair had been a great success. Feedback had been very good from both members of the public and traders. More had been raised through holding a two-day event than

through holding two separate one day events. There had been extra costs, primarily the expense of overnight security, but this had been more than offset by the money saved by holding one event instead of two.

13. Governance:

- (a) To receive any updates regarding the replacement of the Village Information Board outside the Village Hall
There was no update as to whether the Deep History Coast would be able to fund the replacement of the Village Information Board.
A quote had been received from Graphic Edge, outlining the costs of replacing the board. The design of the art work would be a significant cost.
- (b) To consider a deadline for correspondence to be considered at meetings.
It was **agreed** to request that any items to be included on the agenda at a meeting, be received one week before the meeting.
- (c) To agree to the Chair attending the N-ALC *Chairman Leadership Skills* course
It was **agreed** for the Chair to attend the N-ALC *Chairman Leadership Skills* two-day course at a cost of £110 +VAT.
- (d) To agree to the Clerk attending the N-ALC *Cemetery Training* course
It was **agreed** for the Clerk to attend the N-ALC *Cemetery Training* course at a cost of £60 +VAT.
It was noted a bursary may be available to reduce the cost of this training.
- (e) To adopt the Draft Equal Opportunities Policy
It was **agreed** to adopt the Equal Opportunities Policy
- (f) To adopt the Draft Health and Safety Policy
It was **agreed** to adopt the Health and Safety Policy

14. Deep History Coast

- (a) To receive any updates regarding the installation of the Deep History Coast
It was noted a Business Ambassadors meeting had been held at The Ship and was well attended.
- (b) To receive any updates regarding the provision of toilets
D.Cllr. Ward suggested it may be possible to link the provision of toilets to the Affordable Housing development, building public toilets on the site. The idea of was welcomed though concerns were raised regarding the distance from the beach and locating toilets near people's houses.

15. Correspondence to consider and respond to the following:

- (a) Item received since 30th May 2019
The council had received a photo of the proposed lettering for the top of the Parish Council notice board. It was agreed to request the name be carved as one line across the centre, rather than two lines in the middle.

16. Public Participation (comments/other matters)

A member of the public spoke to the meeting regarding the siting of a flagpole sleeve to enable a flag to be flown on Norfolk Day and on the Merchant Navy Remembrance Day. It was suggested it could be positioned between the two benches, behind the Village Information Board in the Village Hall Garden. It was **agreed** to request the approval of the WVHMC. It was noted the use of a sleeve would mean the flagpole could be put up and taken down as and when required.

17. To date of next meeting, the next Parish Council Meeting was confirmed as 3rd July 2019

There being no further business the meeting was closed at 8:30pm