

Weybourne Parish Council

MINUTES of the Parish Council Meeting held on Wednesday 3rd July 2019, 7.30pm at the village hall.

Present: Lyndon Swift (Chair), Pat Floyd (Vice-chair), Ruth Gallally, Peter Gallally, Penny Taylor, Valerie Stubbs, Andy Crawford, Robin Woodhouse, and Catherine Fletcher (Clerk)

Also present: Fourteen members of the public.

1. (a) To receive and consider apologies

Apologies were received from Cllr Rose.

(b) To receive Declarations of Interest on Agenda items

None declared

2. Minutes

(a) To approve the minutes of the meeting held on 5th June 2019

The first sentence of item 7.a) of the DRAFT minutes were amended to read:

The flooding at the bottom of Beach Lane had been reported to NCC Highways.

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

(b) To approve the minutes of the extraordinary meeting held on 12th June 2019

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

3. Public Participation (15 mins)

(a) To receive comments from members of the public

Members of the public requested to speak on items 5.b) and 13.

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

The Police cluster newsletter had been received and added to the website.

C.Cllr. Sarah Butikofer and D.Cllr. Karen Ward had sent their apologies.

District Councillor Karen Ward had sent a report that was read to the meeting:

- A Capability and Capacity Review is underway at NNDC exploring how best to deliver the priorities of the new administration, it will report in mid-July.
- The new Cabinet have also initiated reviews into key projects inherited from the old administration to ensure they bring wider social benefit and make financial sense.
- The Local Plan consultation is now closed. Over 2000 comments on the plan had been received.
- The NNDC surveyor has been investigating the land at Sandy Hill to see if a land swap is possible.
- The affordable housing public consultation was very well attended.

4. Finance:

(a) To note the bank reconciliation

The bank reconciliation to 21st June 2019 was noted.

(b) To note the accounts

The accounts to 21st June 2019 was noted.

(c) The following invoices were agreed for payment:

| | | | | |
|------|------------|-------------------------|----------|--------------|
| i. | C Fletcher | Salary for May | £ 330.00 | |
| ii. | E.On | Streetlight electricity | £ 74.50 | (VAT £3.55) |
| iii. | TT Jones | Streetlight maintenance | £ 54.59 | (VAT £9.10) |
| iv. | N-ALC | Cemetery training | £ 72.00 | (VAT £12.00) |
| v. | C Fletcher | Expenses and mileage | £ 54.67 | |

(d) The following invoices received since the 27th June 2019 were approved for payment:

| | | | |
|-----|----------------|--------------------|----------|
| i. | Secret Gardens | Verge cutting June | £ 114.00 |
| ii. | Edtronics | VAS maintenance | £ 44.00 |

All seven invoices were approved for payment.

(e) The following regular monthly payments were noted:

| | | | |
|----|-------------|---|---------|
| i. | Garden Aide | Cemetery and churchyard grounds maintenance | £320.00 |
|----|-------------|---|---------|

5. Planning:

(a) To consider planning applications received since 27th June 2019

One application had been received since the 27th June 2019:

Appeal relating to: PF/14/0925

Erection of wind turbine with a hub height of 40m and blade tip height of 66m with associated substation buildings, access tracks and crane hardstanding

Land at Pond Farm, New Road, Bodham, Holt, NR25 6PP

It was **agreed** to not submit a comment in relation to this application.

(b) To receive any updates regarding Affordable Housing

It was noted that the village consultation event had been well attended. While the deadline for the return of the survey forms is not until the 4th July, it was felt that there was clear support in the village for Affordable Housing, but that a number of concerns had been raised regarding the location of the proposed site.

It was **agreed** to request NNDC contact the landowners of the original 10 proposed sites to see if they would consider Affordable Housing in those locations.

A member of the public, one of the land owners in question, spoke to the meeting. He expressed his support for Affordable Housing in the village. Though the parish council had been under the impression that he had not wanted to sell any land, he stated that this was not the case, he had never been asked to sell land for this purpose by NNDC or Hastoe Housing.

A member of the public spoke to the meeting, expressing a number of concerns relating to the proposed site on Beach Lane including access to the site, the flood risk, the loss of hedges, the location in a conservation area and the view from the coastal path.

It was emphasised by the council that all concerns were being taken into account, but until there are plans for the development, it is not possible for the parish council to address these concerns.

A member of the public noted that a consultation is now open from the Environment Agency regarding the re-consideration of the flood plain.

(c) To receive any updates regarding the Hornsea III windfarm

It was noted that the Examining Authority issued a Recommendation Report to the Secretary of State on 2nd July 2019. The Secretary of State has three months in which to issue a decision. The decision letter and Recommendation Report will be published once a decision has been made. The deadline for Secretary of State to make decision is the 2nd October 2019.

6. Highways & Footpath matters:

(a) To consider options for the Parish Partnership scheme

A number of possible projects were identified:

- A way of marking the pedestrian crossing area near the cemetery
- Dropped kerbs
- Flashing lights on Sheringham Road
- White lines on Sheringham Road

It was **agreed** to contact NCC Highways as to the feasibility of these schemes and to consider these further at the next meeting.

It was **agreed** to contact C.Cllr. Butikofer regarding the white lines that were due to be put onto Holt Road near the new pavement.

(b) To receive any updates regarding the restoration of the pond on Beach Lane

No updates received.

(c) To receive any updates regarding the state of the beach

No updates received.

(d) To receive and updates regarding the earthworks at the Western end of the beach

No updates received. It was **agreed** to contact D.Cllr Ward to see if any progress had been made regarding the waste material photographed in the bank.

(e) To receive any updates regarding the Sandy Hill surveyor's allotment

No updates received.

(f) To receive any updates regarding issues reported to NCC Highways

It was reported that the two walls reported to NCC Highways following the extraordinary meeting of 12th June 2019 had been inspected by NCC Highways who felt they required no action at this time.

It was **agreed** to report these again, sending pictures of the state of the wall to NCC Highways and C.Cllr. Sarah Butikofer.

It was reported that the pavement near The Ship pub had been partially repaired, but a large section running along Church Street was still in urgent need of repair.

It was **agreed** to report this matter again to NCC Highways.

7. Allotments

(a) To receive the allotment report

It was reported the occupancy rate of the allotments remains at 96%. The possibility of group public liability insurance was still being looked into. There had been two incidents of dog faeces being found on the allotments in the last month.

(b) To consider the request for the use of hosepipes by users of the raised bed allotments

It was **agreed** to grant the tenants of the four raised bed allotments dispensation to use hosepipes.

It was **agreed** to write to all allotment tenants informing them of the dispensation.

8. Village Hall:

(a) To receive the Weybourne Village Hall Management Committee report

No report had been received.

9. Cemetery & Churchyard:

(a) To receive update regarding Weybourne Cemetery records

It was reported that the Cemetery Training course attended by the Clerk had been very informative.

It was noted that the work on the Register of Graves was nearing completion. There had been a number of gaps in the records, which had taken some time to investigate, but using the cemetery plan and memorials within the cemetery, it is believed the record is near complete.

(b) To consider the request for a memorial across plots 375 and 381 of Weybourne Cemetery

It was **agreed** to approve the proposed memorial across plots 375 and 381.

(c) To consider the request for a memorial across plots 385 and 391 of Weybourne Cemetery

It was **agreed** to approve the proposed memorial across plots 385 and 391.

(d) To agree the specification for the 2019-22 grounds maintenance contract for the Churchyard and Cemetery

The specification was amended to include:

- The removal all vegetation from the churchyard wall, not just ivy.
- For the cemetery hedge to receive a major cut in February, and be trimmed as required after the end of August, following advice from a local ornithological expert.

The amended specification was **agreed**.

10. Harry Dawson Playing Field

(a) To consider the role of the parish council in the management of the Harry Dawson Playing Field

It was noted that the Harry Dawson Playing Field Management Committee do an excellent job managing and fund raising for the playing field. The playing field is an asset to the village and this is down to the hard work and commitment of the committee members over a long period of time.

It was reported that the Parish Council, as owners of the Harry Dawson Playing Field and the play equipment, is responsible for its' management and that the council do not have the power to delegate this responsibility to another organisation.

It was therefore suggested that Harry Dawson Playing Field Management Committee might become a Friends of the Harry Dawson Playing Field group, maintaining responsibility for fund raising, while the Parish Council take on the management of the playing field.

It was **agreed** to discuss this further at the next meeting, following the AGM of the Harry Dawson Playing Field Committee.

(b) To receive the Harry Dawson Playing Field Committee report

It was reported a successful Bingo had taken place. Though fewer people attended than usual, £240 had been successfully raised.

11. Weybourne Community Fund To receive the Weybourne Community Fund report

It was reported that the field had received a cut recently and that the portaloos will soon be removed.

12. Governance:

- (a) To consider a village survey

It was noted that a village survey could be a good way to find out about the concerns of villagers and to provide information for future grant applications. There was some discussion about the option of using a consultant or creating the survey in house.

A member of the public spoke to the council reporting that a department at the UEA is world renowned for this type of survey and had approached the parish council a number of years ago. He suggested the department be contacted and that he would be happy to cover any additional costs involved in the completion of a survey.

It was **agreed** to contact the UEA, enquiring about the possibility of a village survey.

- (b) To consider the purchase of a number of copies of *The Good Councillor's Guide*

It was **agreed** to find out if there will be a new edition of The Good Councillors Guide for 2019.

- (c) To agree who will represent the Parish Council at SNAP meetings

It was **agreed** to defer this to the next meeting.

- (d) To receive any updates regarding the replacement of the Village Information board outside the village hall

No updates received. It was **agreed** to contact C.Cllr. Butikofer to see if there had been any developments.

- (e) To adopted the draft *Model Publication Scheme*

It was **agreed** to adopt the Model Publication Scheme.

- (f) To consider how to mark the 75th anniversary of VE day

It was **agreed** to put a notice on the website and notice board asking if anyone would like to be involved in making arrangements for the 75th anniversary of VE day.

- (g) To consider the first draft of the Asset Register

The Asset Register was reviewed and details added regarding the location of a number of council assets.

13. Deep History Coast

- (a) To receive any updates regarding the instillation of the Deep History Coast

A member of the public spoke to the meeting disputing the comments that the Deep History Coast meeting held in The Ship had been well attended. This was not the case. The member of the public also raised a number of concerns relating to this project including the amount being spent, the poor facilities at Weybourne, lack of public toilets, lack of appropriate parking, especially for coaches and the lack of facilities to deal with rubbish.

It was commented that the project had been ill thought through and the parish council had received very little information.

It was **agreed** to invite a representative from the project to attend the next parish council meeting to answer some of the questions and concerns regarding this project.

- (b) To receive any updates regarding the provision of toilets

No updates received.

14. Correspondence to consider and respond to the following:

- (a) Email regarding 'Do Not Knock' stickers

It was **agreed** to request 50 stickers and enquire if they could be distributed through The Village Store.

- (b) Phone call regarding speeding cars on Sheringham Road

It was **agreed** to contact PC Gower-Smith to request evening speed checks on Sheringham Road.

- (c) Item received since 27th June 2019

A letter had been received from NNDC confirming that Weybourne Cemetery had been assessed for Non-Domestic Rates, but was eligible for Small Business Rate Relief, covering the costs of the rates.

A letter had been received from Sworders Chartered Surveys regarding the Community Field.

15. To confirm date of next meeting, the next Parish Council Meeting, Wednesday 7th August 2019

There being no further business, the meeting was closed at 9:35pm