

Weybourne Parish Council

MINUTES of the Parish Council Meeting held on Wednesday 6th November 2019, 7.30pm in the village hall.

Present: Pat Floyd (Chair), Janice Rose, Peter Gallally, Ruth Gallally, Penny Taylor, Valerie Stubbs, Andy Crawford and Catherine Fletcher (Clerk)

Also present: District Councillor Karen Ward, PC Graham Gower-Smith and 17 members of the public.

1. (a) To receive and consider apologies

Apologies were received and accepted from Cllr. Lyndon Swift and Cllr. Robin Woodhouse.

(b) To receive Declarations of Interest on Agenda items

Cllr. Crawford had written to the Clerk declaring an interest in items relating to the allotment and requesting a dispensation to speak and vote on all items relating to allotments. It was **agreed** to grant the dispensation on the grounds that it would be in the interests of persons living in the village.

2. Minutes

(a) To approve the minutes of the meeting held on 2nd October 2019

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

(b) To approve the minutes of the Extraordinary Meeting held on 30th October 2019

The Offshore Ring Main section on p.2 was amended to read:

...repeated disruption and *damage*.

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

3. Public Participation (15 mins)

(a) To receive comments from members of the public

A member of the public requested to speak on items 5.c) and 6.f)

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

District Councillor Karen Ward spoke to the meeting. She reported:

- Work has now started on the second phase of the Splash redevelopment.
- It has been agreed to move forward with the Compulsory Purchase of the former Shannoeks Hotel in Sheringham, with the view to demolition in January or February. Plans for the future use of the site are in development.
- The verge maintenance contract is part of a wider waste collection and management contract that is currently under review. Improving the management of verges for wildlife and wild flowers is part of this review.
- The Environment Agency had put forward a proposal to dig a trench along the side of Beach Lane to address the flooding issues in this area. This proposal would undermine the work planned for the restoration of the pond. A meeting has been planned next week between all parties.

PC Graham Gower-Smith spoke to the meeting. He reported:

- Crime-wise, Weybourne has had a quite summer. North Norfolk had been targeted by transient cross-border crimes focused on the theft of plant machinery, quad bikes etc.
- An issue that occurred in Weybourne last night was currently under investigation.
- It is possible to sign up for regular updates about the latest scams being perpetrated in the area, by signing up to Police Connect.

County Councillor Sarah Butikofer had sent her apologies and an email report, noting that the NCC budget consultation is currently open for comments from both organisations and members of the public.

4. Finance:

(a) To note the bank reconciliation

The bank reconciliation to the 23rd October 2019 was noted.

November 2019

(b) To note the accounts

The accounts to the 23rd October 2019 was noted. It was also noted that since the 23rd October, all allotment rents had now been received.

(c) To approve the following invoices for payment:

i.	C Fletcher	Salary for October	£ 330.00	
ii.	E.On	Streetlight electricity	£ 72.10	(VAT £ 3.43)
iii.	WVHMC	Hall hire for September	£ 18.00	
iv.	Edtronics	VAS maintenance	£ 66.00	
v.	C Fletcher	Expenses, mileage and postage	£ 52.49	

All five invoices were **approved** for payment.

(d) To approve payment of invoices received since the 31st October 2019

i.	Secret Gardens	Verge cutting October	£76.00
ii.	WVHMC	Hall Hire for October	£18.00
iii.	Gardenaide	Cemetery and Churchyard maintenance	£352.00

All three invoices were **approved** for payment.

(e) To consider future spending plans for 2020/21

The following items were identified for inclusion in the 2020/21 budget:

- HDPF
- Training budget
- Grant fund budget
- Allotment maintenance of pathways

5. Planning:

(a) To note the comment submitted regarding the following planning applications:

- i. PF/19/1690 Proposed outdoor pool and alteration to existing cartshed to provide plant & changing facilities The Old Stables, Sandy Hill Lane, Weybourne, Holt, NR25 7HW

It was noted the following comment had been submitted inline with the Council's Planning Policy:

Weybourne Parish Council have **No Objection** whilst noting the National Planning Policy Framework (NPPF) Clause 180c and Norfolk County Council's Environmental Lighting Zones Policy both recognise the importance of preserving dark landscapes and dark skies. In order to minimise light pollution, we request that any outdoor lights associated with this proposed development should be:

- 1) fully shielded (enclosed in full cut-off flat glass fitments)
- 2) directed downwards (mounted horizontally to the ground and not tilted upwards)
- 3) switched on only when needed (no dusk to dawn lamps)
- 4) white light low-energy lamps (LED) and not orange or pink sodium sources

(b) To consider planning applications received since 31st October 2019

No planning applications had been received.

(c) To receive any updates regarding affordable housing

A member of the public spoke to the meeting and reported he would be meeting with NNDC next week to discuss two possible sites in the village for the development of affordable housing for local people.

(d) To consider applying for ACV status for The Maltings

It was **agreed** to apply for Asset of Community Value status for The Maltings.

It was **agreed** that Cllr. Floyd and Cllr. Ruth Gallally would help provide evidence to support the application.

(e) To amend the Planning Policy to include the NCP lighting statement

It was **agreed** to amend the Planning Policy to state that all planning applications the Council either 'Support' or have 'No Objection' to, also note the following:

The National Planning Policy Framework (NPPF) Clause 180c and Norfolk County Council's Environmental Lighting Zones Policy both recognise the importance of preserving dark landscapes and dark skies. In order to minimise light pollution, we request that any outdoor lights associated with this proposed development should be:

- 1) fully shielded (enclosed in full cut-off flat glass fitments)
- 2) directed downwards (mounted horizontally to the ground and not tilted upwards)
- 3) switched on only when needed (no dusk to dawn lamps)

4) *white light low-energy lamps (LED) and not orange or pink sodium sources*

(f) To consider a village presentation regarding light pollution

It was **agreed** to hold a presentation in the village regarding light pollution, the date to be arranged later.

It was **agreed** to fund the cost of the hire of the village hall for this event.

6. Highways & Footpath matters:

(a) To agree the Parish Partnership scheme application for 2020/21

It was **agreed** to apply to the Parish Partnership Scheme for white lines to on the south side of the A149 in two places:

- From the end of Church Street to the start of the pavement on the Sheringham side of the village, at an approximate cost of £112.
- From the end of the pavement to the end of the village on the Kelling side of the village, at an approximate cost of £227.50.

It was **agreed** not to apply for bollard posts by the cemetery crossing.

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

It was **agreed** to consider items 6.b) and 6.j) together.

As D.Cllr. Ward had reported under item 3.b) a meeting is to be held next week to address these issues. It was reported that there is a proposal to redirect the beck across the field, away from Beach Lane, utilising the field as a water meadow, so reducing the risk of flooding on Beach Lane.

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

It was noted the owner of the boat had been written to.

(d) To receive any updates regarding the earthworks on the beach

It was noted that it is understood the purpose of the bank is to prevent shingle from entering the pond. Deposits of shingle in the pond increase the likelihood of flooding in Beach Lane.

No further updates had been received. It was **agreed** to ask D.Cllr. Ward if there had been any developments.

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

- The pavement on Church Street has been scheduled for repair.
- The pavement on Martin Close, at the bottom of the steps to Beck Close has been scheduled for repair.
- The walls in need of repair had been reported to NCC Highways and NNDC Conservation. NNDC were currently investing this matter.
- The damaged guard rail outside the HDPF had been reported to NCC Highways, but did not currently meet their criteria for repair. It was **agreed** to report this again.
- A storm drain on A149 by the Church had been reported and was scheduled to be cleared.

It was reported that part of the road on Beck Close near the junction with Station Road was starting to break up. It was **agreed** to report this to NCC Highways.

(f) To receive any updates regarding the track way off Sandy Hill Lane

A member of the public spoke to the meeting. He reported that as the owner of part of the track way, he had been working to make the path safer. He was replacing the fencing and cutting back overhanging branches. He hoped to work with NCC and NNDC to make the track way safer, but it was currently unclear if it was NCC or NNDC who owned the top section of the track way. Though the track way is not a designated pathway, he was more than happy for it to be used as it is the only safe way to walk up Sandy Hill Lane.

(g) To consider the provision of electric car charging points on the car park

It was **agreed** that the Council would like to put Beach Lane Car Park forward for consideration in the NNDC electric charging point scheme.

(h) To note the issues reported to the Streetscene Inspector

The following issues had been reported to the Streetscene Inspector:

- Sheringham Road, Weybourne – a number of the signs are currently obscured by overgrown vegetation. This has been scheduled to be cut back.
- Outside 17 Station Road, Weybourne – the area is overgrown and is encroaching on the pathway. This has been scheduled to be cleared.
- Car Park, Beach Lane, Weybourne – the beach car park and road adjacent to it are in poor condition with a significant number of deep pot holes. NCC Highways reported that this was outside their remit.

(i) To identify any public rights of way in the parish that need to be registered

A number of possible public rights of way were identified including the path along the allotments, the footpath by the Gullies cottages and the track way next to Sandy Hill Lane. It was **agreed** to defer this to a future meeting.

(j) To consider the proposed trench on Beach Lane

This had been discussed with item 6.b).

7. Allotments

(a) To receive the allotment report

It was reported that three new tenants had recently taken up allotment plots, bringing the current occupancy back up to 96%.

(b) To consider writing to parishioners who repeatedly walk their dogs off lead along the allotment path

It was **agreed** to write to parishioners who repeatedly walk their dogs off lead along the allotment path. It was noted that this was not currently necessary, as dog walkers had responded well to being asked to keep their dogs on lead, but could be used in the future if the need arose.

(c) To agree to the addition of new standpipes on the allotment

It was **agreed** to install three new standpipes on the allotment, one by the raised bed and two at the southern end of the allotments, for a total cost of £725.

(d) To agree to the treatment of the wood on the raised beds

It was reported that as the wood on the raised beds had not been treated for some time, a number of the wooden sleepers had rotted and were in need of replacement. As the sleepers are of a non-standard size, it was proving hard to source replacements.

8. **Village Hall** To receive the Weybourne Village Hall Management Committee report

The Village Management Committee report had been received and previously circulated.

9. **Cemetery & Churchyard** To receive any updates regarding Weybourne Cemetery and Churchyard

It was reported that the monuments approved at the July meeting had now been installed.

It was also reported that due to the heavy rain, some significant soil compaction had occurred. The grounds maintenance contractor had undertaken additional work to level the ground, but this was not within his contract and the council may need to consider how best to address this issue going forward.

It was reported that the wall of the churchyard had been damaged in last night's car accident.

10. Harry Dawson Playing Field

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

It was reported that the HDPF had been well used over the half term holidays.

It was also reported that a successful bingo had taken place.

It is hoped the HDPF Committee will contribute £1000 per annum toward to the upkeep and improvement of the HDPF.

(b) To receive report regarding the playing field weekly inspections and consider any recommendations

The weekly checks had been completed and no changes noted since the Annual Inspection Report.

(c) To appoint a member to carry out the weekly playing field inspection between 6th November and 4th

December 2019

Cllr. Rose was appointed to carry out the weekly playing field inspection between 6th November and 4th December 2019

(d) To agree to the repair of the three items identified in the Annual Inspection Report

It was **agreed** to obtain quotations for the replacement of these items, to be consider along side quotations for their repair, at the next meeting.

(e) To consider priorities for the work identified in the Annual Inspection Report

It was **agreed** to prioritise the repair or replacement of those items identified in the Annual Inspection Report as being of 'moderate' risk and not to address those identified as 'Low' or 'Very Low' risk.

(f) To consider making the HDPF a no smoking area

It was **agreed** to make the HDPF a 'No Smoking' area and to put signs up to that effect.

(g) To consider reviewing the current Playground Inspection contract

As the current contractor had been recommended by NNDC and the costs are reasonable, it was **agreed** to continue with the current inspection contract.

(h) To agree the specification for the HDPF weeding contract
The specification for the HDPF weeding contract was **agreed**.

11. Weybourne Community Fund To receive the Weybourne Community Fund report
It was reported that invitations to the Children's Party had been sent and that plans were underway for the Senior Person's party in the new year.

12. Governance:

(a) To receive any updates regarding a village survey
It was reported the working group will be meeting next week.

(b) To receive any updates regarding the Information Board outside the Village Hall
It was reported the design will be presented at the next meeting.

(c) To receive any updates regarding Operation London Bridge
It was reported that the Church have agreed to host the book of condolence.

(d) To respond to the NCC division boundaries consultation
It was **agreed** not to submit comment for this consultation.

(e) To agree policing priorities for Weybourne ahead of the December SNAP meeting
It was **agreed** that the main policing priority for the village is the speed of cars.

(f) To note the Parish Council meeting dates for 2020
It was **agreed** that the Parish Council will continue to meet on the first Wednesday of each month, with the exception of January 2020, when the meeting will be held on the second Wednesday, the 8th January.

(g) To consider the request for a donation to North Norfolk Community Transport
It was **agreed** to make a donation of £500 to North Norfolk Community Transport.

(h) To appoint a contractor for the 2020 – 2023 VAS Maintenance Contract
It was **agreed** to appoint Edward Farrow as the VAS Maintenance contractor for 2020-2023 at a cost of £40 per month.

(i) To agree to the work required on the Village Sign
It was **agreed** to complete the work required on the Village Sign at a cost of £50.

(j) To respond to the Fire and Rescue Service Integrated Risk Management Plan consultation
It was **agreed** not to submit a comment for this consultation.

13. Deep History Coast

(a) To receive any updates regarding the installation of the Deep History Coast
No updates received.

(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 speed of cars in Weybourne
The Council were deeply saddened to hear another cat had been killed. The speed of cars in the village is of great concern to the Council and will be reported to the Police SNAP meeting as the policing priority for the village.

(b) Item received since 31st October 2019
A letter had been received for the WVHMC regarding a request for a contribution towards the drainage work required at the Village Hall. This will be considered at the next meeting.

15. To confirm date of the next Parish Council Meeting

The next Parish Council meeting was confirmed as 4th December 2019.

There being no further business, the Chair closed the meeting at 9:10pm