

# Weybourne Parish Council

## DRAFT MINUTES of the Parish Council Meeting held on Wednesday 5<sup>th</sup> August 2020, 7.30pm remotely using Zoom.

**Present:** Lyndon Swift (Chair), Pat Floyd, Penny Taylor, Valerie Stubbs, Robin Woodhouse, Ruth Gallally, Peter Gallally, Andy Crawford and Dan Howes (Clerk)

**Also present:** District Councillor Karen Ward

### 1. (a) To receive and consider apologies

No apology received from Cllr Charlie Harrison.

### (b) To receive Declarations of Interest on Agenda items and consider requests for Dispensations.

None received.

### 2. Minutes

#### (a) To approve the minutes of the meeting held on 1<sup>st</sup> July 2020.

A discrepancy in point 4 (b) which should have read –

‘This was **agreed** with Cllr R Gallally to take down the current signage and Cllr **Swift** to put up the new signage’.

A discrepancy in point 5 (b) (i) which should have read –

‘Cllr Stubbs asked where the most up to date **statement** was’.

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

### 3. Public Participation

#### (a) The meeting will be adjourned to allow correspondence from members of the public and any councillors with prejudicial interest to speak.

None received.

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

**District Councillor Karen Ward** spoke to the meeting:

- Play areas – a fogging machine has been purchased to be used in the toilets and play areas. This sprays equipment which keeps the virus at bay for 31 days. There can now be a rolling program of ‘fogging’ which means the play areas can now be reopened. Hand sanitisers have been placed in these areas; which are being used incredibly quickly.
- Cllr Stubbs contacted in regards to Hornsea Three – asking the possibility of open cut trenching instead of the drilling. This has gone to the Secretary of State as we have lobbied against the ‘open cut’ method; as this is more damaging to the environment. Unfortunately, the Secretary of State has not ruled out the ‘open cut’ method. So, at District level we are going to write to our MP to lobby to the Secretary of State and we suggest the parish council does this as well. Paperwork regarding this will be sent to the Clerk.
- Planning pre-application – a Weybourne resident wasn’t happy with the advice given from the planners and asked District to intervene. The resident has now had a meeting with the Head of Planning who has given sufficient advice regarding the application.
- Land (was previously Majors land) – An application has been sent to NNDC to purchase this land. This information will be sent over to the parish council shortly so this can be discussed at a future meeting.
  - Cllr Swift stated, in accordance with Cllr Butikofer, that a risk assessment was completed; in regards to the play area being fully opened. With relevant signs placing the onus on the public to bring their own sanitisers, to be aware etc. Cllr Ward confirmed that this is sufficient. Cllr Swift to send the risk assessment to the Clerk for council records.
  - Cllr Stubbs stated low flying planes happening again over the village. Cllr Ward to pass this information on again.

#### Police

- The Police cluster newsletter has been received.

### 4. Covid-19

#### (a) To receive any other updates regarding village issues with the ongoing Covid-19 pandemic

- Cllr Swift stated that the ‘thank you’ signs, that have gone up in the village, have been appreciated and immensely well received by the public.
- Cllr Swift has contacted the MP regarding how busy the village and the area is, how public are not abiding by the social distancing regulations etc. The beach car park had 104 cars parked there last week though the ticket inspector disappeared as quickly as arrived with no action taken. Campers still parking their overnight which is not for overnight staying. Cllr Swift has contacted the MP as he is worried for the residents and businesses with the huge influx of people coming into the village. The MP’s response was we are very low in Covid-19 cases in comparison to other areas of the UK and that there shouldn’t be any areas of concern and that there isn’t a problem.
- Cllr Swift stated that the parish council has had a lot of thanks in regards to how we dealt and helped villagers throughout lockdown.

## 5. The Beach

**(a)** To receive any updates regarding the provision of toilets

Cllr Ward stated that Cllr Butikofer has been in conversations with Equinor in regards to this but no update as of yet. Cllr Swift stated, with the number of visitors, that he is concerned in regards to the health and welfare without these facilities. Cllr Stubbs stated that we were told that this would be provided by the Summer months.

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

Cllr Stubbs has had no update and will chase this up.

- Cllr Floyd stated the fact that toilets have been discussed for over two years without no conclusion. Cllr Swift reminded the council of what we have done to move this forward; that NNDC will not provide toilets and having conversations with Equinor for funding. We can fund these ourselves but will cost approximately £40K to build the toilets plus £6K per annum for upkeep etc.; as confirmed by Cllr Ward. Cllr R Gallally asked why Weybourne has difficulty getting the funds where other North Norfolk villages have these facilities. Cllr Ward has stated that any new builds would be down to the parish council to fundraise.

Cllr Floyd stated a more stronger publicity campaign is needed.

Cllr Swift stated we could look into fundraising ideas, to add funds from the parish council and funds from Equinor etc. to build the toilets.

Cllr Floyd stated if the parish council owned the beach car park, then any money from the parking tickets could be used to provide the toilets. Cllr Ward stated that if the parish council did own the car park then no money would be made from this. Cllr Stubbs asked what NNDC use the money for. Cllr Ward stated that this goes on high cost maintenance work when this needs completing.

Cllr Ward stated that we are doing our best to provide funding for toilets and maintenance etc.

Cllr Stubbs asked if there is any help needed in providing pressure on Equinor etc.

Cllr Woodhouse and Cllr Swift to speak to Equinor to get further information on moving this forward.

## 6. Finance

**(a)** To note the bank reconciliation to –

- 26<sup>th</sup> June 2020
- 23<sup>rd</sup> July 2020

The bank reconciliation was noted.

**(b)** To note the account summary’s to -

- 26<sup>th</sup> June 2020
- 23<sup>rd</sup> July 2020

The accounts summary was noted.

- Cllr Stubbs stated that the miscellaneous value was quite high. Clerk agreed to investigate this.

**(c)** To approve the following invoices for payment:

- |      |            |                                  |                     |
|------|------------|----------------------------------|---------------------|
| i.   | D Howes    | Salary for July                  | £ 330.00            |
| ii.  | E.On       | Streetlight Electricity (June)   | £ 72.10 (VAT £3.43) |
| iii. | D Howes    | Expenses/stamps/postage for July | £ 30.19             |
| iv.  | P Gallally | Expenses – Postage               | £ 1.64              |
| v.   | V Stubbs   | Expenses – Photocopying          | £ 20.00             |

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

**(d)** To approve payment of invoices received since the publication of the agenda:

i.	Secret Gardens	Grass verge cutting – July	£ 194.00
ii.	L Swift	Monthly Zoom subscription	£ 14.39 (VAT £2.40)

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

**(e)** To receive any updates regarding the disputed NNDC invoice for Uncontested Election Costs  
Still on hold – no further updates.

## 7. Planning

**(a)** To consider the following planning applications:

- i. Dormer extension with Juliet balcony to rear elevation Turnstone Barn, 18 Home Farm Rise, Weybourne, Holt, NR25 7SP

Cllr R Gallally stated that there was an environmental report with the application which was against the planning application; so, personally can't argue against this report.

Cllr Swift stated that Home Farm Rise was adamant that when housing was discussed there that they didn't want the view changed from the coast to looking towards the barns.

It was **agreed** the council is **against** this application in regards to the environment issues in the report and on the character of the village.

Cllr Stubbs stated that if this was approved then would like to append in regards to the 'Dark Skies' lighting clause.

**(b)** To consider planning applications received since the publication of the agenda

None received.

**(c)** To receive any updates regarding affordable housing

Cllr Swift stated that more information will be available in September. Cllr Ward stated that this is progressing positively and is looking at developers who support passive eco houses for social housing. There will be some private houses which will help fund the social housing.

Cllr Swift stated that Equinor would be interested in helping to fund the eco part of the housing.

Cllr Crawford stated that the council should be able to put conditions on just Norfolk residents to be considered for private housing. Cllr Ward stated that the different options would be laid out to the parish council before any decisions were finalised.

## 8. Highways & Footpath matters:

**(a)** To receive any updates regarding the request for bollards on the corner of Church Street and The Street  
Steve White at Norfolk County Council has stated that three bollards have been ordered and will do his best to get these installed.

- o Cllr Swift stated that there are ongoing issues with vehicles parking too close to this junction; and suggested we approach NNDC to ask for double yellow lines to be placed here.  
Clerk to contact Norfolk County Council to ask for an assessment for double yellow lines.

**(b)** To receive update on the VAS maintenance

All fixed and placed back in working order.

- o Cllr Crawford stated that he has cut the hedges around the speeding signs. Whilst doing this has noticed the small 30mph sign, on the Holt Road when leaving the village, which has been damaged and the pole is loose. Has suggested when Highways is contacted to ask for a larger 30mph sign.  
Clerk to report this to Highways.
- o Cllr Woodhouse stated that the 20mph signs on Beach Road have disappeared. Clerk to report this to Highways.

**(c)** To consider attaching posters (children foster care & hand hygiene etc.) to Norfolk trails and public rights of way

It was suggested to attach relevant posters to notice boards.

- o Cllr P Gallally stated as the council owns the bus stop it would be beneficial to have a notice board there to attach such posters. It was **agreed** that Cllr P Gallally will measure up for a board and the Clerk to look at quotes when measurements received.

## 9. Allotments

**(a)** To receive the allotment report

Cllr Crawford apologised for no formal report this month. There have been produce thefts over recent weeks, happening at night and signs will be added stating if anyone is caught then they will be prosecuted. Cllr Ward stated that this has been happening at other allotments and asked Cllr Crawford to report this to the Police.

## 10. Village Hall

To receive the Weybourne Village Hall Management Committee report  
The WVHMC report has arrived this evening and will be forwarded to all councillors after the meeting.

## 11. Cemetery & Churchyard

(a) To receive any updates regarding the repair of the churchyard wall  
RJ Bacon have sent a quotation which is now with the driver's insurance company. Clerk to push this as work needs completing before winter months.

## 12. Harry Dawson Playing Field

(a) To receive the Harry Dawson Playing Field Committee report  
Not received the report as committee not been meeting

- Cllr Taylor has stated that bringing together a working group is still ongoing.

(b) To receive report regarding the playing field weekly inspections and consider any recommendations  
Cllr Harrison has completed the checks before the park was open. Clerk to chase up the inspection sheets.

(c) To appoint a member to carry out the weekly playing field inspection between 5th August and 2<sup>nd</sup> September 2020

It was **agreed** to appoint Cllr Crawford and the Clerk to email an inspection template.

(d) To appoint a working group to consider funding possibilities and future developments at the HDPF  
See 12 (a)

(e) To consider Full Year Inspection Service quotation from 'The Play Inspections Company'

It was **agreed** to keep 'The Play Inspections Company' for inspections for the coming year but Clerk to look into alternatives before expiry in 2021.

## 13. Weybourne Community Fund

To receive the Weybourne Community Fund report  
Cllr Woodhouse stated that some maintenance on the hedge has been completed and will get the field cut before it gets too overgrown.

## 14. Governance:

(a) To receive any updates regarding the offshore windfarm developments

Cllr Swift stated that they have been an abundance of information and Cllr Stubbs suggested should we have a working party in regards to what we need to know etc. Cllr Ward agreed that its very confusing and has asked for only essential information to be forwarded on.

It was **agreed** that Cllr Stubbs would bring together a summary to each future meeting.

Cllr Swift suggested that all councillors lobby the MP, as he has done previously, to address this overall issue.

Cllr Stubbs stated that the next Equinor review is in late September and suggested to discuss way forward at the next meeting.

(b) To receive any updates regarding the Information Board outside the Village Hall

The map is ready for collection from the NNDC offices. Cllr P Gallally and Cllr R Gallally stated they would collect the map.

(c) To receive any updates regarding a flag pole for the village

Cllr P Gallally suggested we approach the church in regards to the flag pole placed onto the steeple.

Cllr Floyd has spoken to someone from the Village Hall Committee and they would be happy to have the flag pole placed at the Village Hall.

It was **agreed** not to approach the church.

A vote for the flag pole position was taken; which was between the bus stop and the village hall –

Bus stop – 4 votes

Village hall – 3 votes

It was **agreed** to proceed further with plans to place the flag pole at the bus stop. Cllr Swift to contact Cllr Butifoker in regards to proceeding with this and the Clerk to look at flag pole quotes.

(d) To receive any updates regarding dog waste bins/litter bins in the parish in need of replacement

Cllr Swift stated that the bins have just been delivered to Cllr Woodhouse. When Cllr Woodhouse has placed the bins, he will contact the Clerk to relay this information onto NNDC as a change of service.

(e) To receive any updates regarding the NNDC Tree Planting project

No updates

(f) To consider a grant from 'The North Norfolk Sustainable Communities Fund'

Cllr Ward stated this used to be called 'The Big Society Fund' but this is now changed to look into more environmental and green issues. Cllr Ward confirmed that the toilet issue is potentially something we could bid for regarding a grant from this fund.

Cllr Swift stated that in September onwards; with some help, he can start looking into funding opportunities in regards to the toilets.

Cllr Ward suggested to Cllr Swift to talk to the Cley Parish Clerk in regards to advice on grants etc.

- (g) To consider plans to mark VJ75 and BB80 events

It was **agreed** under present circumstances that no plans can be considered.

- (h) To appoint a councillor to volunteer as the 'Finance Officer'

It was **agreed** that Cllr Taylor will be the Finance Officer.

- (i) To receive update on Clerks training

Clerk stated that the 'Role of the Clerk' course in July was very useful and that the next course would be ILCA; no dates as of yet. Clerk stated reimbursement in full for the cost of this course.

- Cllr Swift praised the Clerk in regards to the standard of work over the last few months and appreciates how tough it has been to start this role within a pandemic.
- Cllr Stubbs asked the Clerk for further information regarding business continuity. Clerk will keep updating Cllr Stubbs and sending over information where time allows.
- Cllr Swift asked the Clerk to send over the log on details for the NALC website to all councillors; which is a useful place to visit for up to date information etc.

#### 15. Correspondence to consider and respond to the following:

- (a) Items received since the publication of the agenda

- i. A letter from TT Jones Electricals stating that the Electrical Inspection Certificates for all street lighting assets are due for renewal. There are no existing certificates as all the LED lanterns were fitted together in 2015 and all new equipment is covered for up to the first 5 years. Each street light will require its own inspection. At present as part of the existing contract there is an annual inspection covering both mechanical aspects of the street lighting assets and a functional electrical check which they will give us any feedback but this requirement is in addition to those works.

TT Jones can undertake this work, which will be £9.90 per asset and the certificates would be sent to the Clerk via a USB fob/stick.

- It was **agreed** that the Clerk can contact TT Jones for them to carry out this work on parish council assets only.

- ii. Email from a resident in Sheringham –

In regards to a car which is parked close to the junction of Sheringham Road and Holt Road. The car has a cover over it and has not been moved in some time. The resident has thought it maybe illegally parked.

As the roads are incredibly busy the car is causing considerable disruption. The resident stated that last week an accident happened there and that the resident's car had a minor bump with another vehicle because of the congestion.

Have asked if the vehicle is not illegally parked could the owner be asked to move it to avoid further accidents.

- It was stated that the car owner does use the car and is not illegally parked and does park elsewhere at times. It was **agreed** that the Clerk will reply stating that even though the vehicles are parked legally we are trying to address this situation as we know the problems.

#### AOB –

- Cllr Crawford has stated that a resident has formally raised an issue in regards to a house on Beck Close that as an unsightly front garden.
  - Cllr Ward to report this.
- Cllr Crawford has stated that a resident has formally raised an issue in regards to a resident who is a serial walker of an off-lead dog. The resident is not picking up their dog waste and majority of the time ignores people's requests when asked to. The dog is off lead in the allotment and has been reported as vicious.

Cllr Swift stated there are underlining health issues with the owner.

Cllr Ward stated to Cllr Crawford to contact the dog warden and when ready to contact the NNDC Early Help Hub in regards to the resident.

Cllr Stubbs has stated there have been ongoing issues with dog waste in the village. Again, Cllr Ward stated to contact the dog warden who can assist with these issues.

- Cllr Swift stated that there are ongoing issues with Beck Close residents. There have been noise issues, which have been reported to Environmental Health and another property with collapsed drains which has caused rat problems. Cllr Ward to report this.
- Cllr Swift has stated there are empty properties on Beck Close, Seastone Cottages and All Saints which are causing health and environmental issues. Cllr Ward to report this.

**16. To confirm date of the next Parish Council Meeting.**

The next parish council meeting was confirmed as Wednesday 2<sup>nd</sup> September 2020

There being no further business, the Chair closed the meeting at 9:36pm