Weybourne Parish Council

**DRAFT MINUTES of the Parish Council Meeting held on**

**Wednesday 3rd February 2021, 7.30pm remotely using Zoom.**

**Present:** Lyndon Swift (Chair), Peter Gallally, Ruth Gallally, Charlie Harrison, Valerie Stubbs, Robin Woodhouse and Dan Howes (Clerk & RFO)

**Also** **present**: Johannes Leiniger, Johiris Rodriguez, Mike Corney, Jan Addicks and Grete Hexeberg from Equinor, Keith Nichols; the Community Liaison Officer and eight members of the public.

1. **(a)** To confirm that this Zoom meeting will be recorded, and that Members of the Council and general public are reminded they should behave appropriately as if in a general meeting.

Cllr Swift read this statement out. No issues.

**(b)** To receive and consider apologies

Apologies received and accepted from Cllr Penny Taylor, Cllr Andy Crawford and Cllr Pat Floyd. Apologies also from Cllr Karen Ward (NNDC) and Cllr Sarah Butikofer (Norfolk County Council).

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

None received.

**2.** **Minutes**

 To approve the minutes of the meeting held on 2nd December 2020.

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

**3. Public Participation**

**(a)** The meeting was 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.

No updates from County and District.

The Police cluster newsletter has been received.

* Cllr Swift stated that the parish council send their best wishes to Cllr Butikofer during this difficult time.

**4. Presentation from Equinor**

 **(a), (b) and (c) *(****Please refer to the presentation which is attached to these minutes.)*

After the presentation it was stated the consultation will be soon. Linked to the consultation, Equinor stated they are going to establish working groups which will address localised issues. A working group will be established for the village. These will be brought into action over the coming weeks.

Keith Nichols confirmed the present plan is for the cable from the windfarm extensions to come to shore close to where this has come to shore for the previous projects. This is slightly to the west of the beach car park at Muckleburgh.

 **(d)** AOB – Q&As

* Cllr Swift asked if they are making landfall once or more?
	+ Equinor – The plan is, if the project is consented, then ideally to make landfall ~~the~~ once. If we do need to make a second landfall then this will come in at the same place.
* Cllr Swift asked why is the cable running up Sandy Hill?
	+ Equinor - Back in October 2019 we were looking for an area of one kilometre wide; from Weybourne to Norwich Main. Since then, we have tried to reduce this area from one kilometre to approx. 200 metres so a more focused area can be studied. But given the challenges that we have had in Weybourne as in the sites of special scientific interest (SSSI), the caravan park and the properties close to the road at Sandy Hill Lane heading into the woods and Sheringham Park, we expanded the area to consider all the different alternatives for routing the cable south through this particular challenging area. The area shown in the presentation is what is going to be published at the preliminary environmental impact report in the Spring. So, this has resulted in using Sandy Hill Land with a buffer either side, trying to cut out the location of the properties at the top of Sandy Hill Lane but including the woodland area to the east of these properties.

A contractor has been brought in to look over the feasibility of making the drills along this area. We have looked at open cut trenching including environmental considerations. We still have further work to do regarding refining the precise location of the cable corridor.

* Cllr Swift asked what damage there would be to the woodland?
	+ Equinor - Routing the cables through the woodland, if we went on the eastern side, would probably involve a number of drills and open cut through this area. We would look for existing open areas through the trees and the steeper northern part of the woodland we would look into a number of horizontal directional drills (HDD). We would look to do this with as minimal damage as possible.
* Cllr Swift and Cllr Stubbs stated that this is damage to our countryside and wildlife once more which is precious to the village and our economy etc.
	+ Equinor - At present we have included options of flexibility so we can find the best way forward. So, if we can find a way through this area with minimal tree loss then that would be the way forward.
* Cllr Stubbs asked if an OTN (Offshore Transmission Networks) is used then this will not need to go through the countryside
	+ Equinor – We are very supportive to the OTN concept and if the solution is available for us to connect this way then this would be the best option for this project. But the solution in itself is a development consent order (DCO) project which has to show alignment with Government and National Grid, who will finance the project. Unfortunately for this project this concept is not going to be ready to use.
* Cllr Stubbs stated that the BEIS (Department for Business, Energy & Industrial Strategy) has said that these projects currently in the pipeline can have some connection to OTN, which was suggested in a December webinar that Cllr Stubbs attended. There is option for early adoption and they are encouraging companies to be pathfinders.
	+ Equinor – we are in early stage contact with BEIS and Renewable UK regarding this option. Currently BEIS are setting up an enquiry and at present gathering feedback from industries and stakeholders. This would have to go through legislation and be implemented, so it’s an early stage, too early for this project. Unfortunately, the timelines for this project are not aligned here.
* Cllr Stubbs stated that this legislation should be for 2021, so this is more imminent that Equinor has stated.
	+ Keith Nichols stated if this can be moved more quickly then this is great but today, we are taking the project forward to meet the Government’s expectations of 2030 with what we know today. We need to try and work together on how the project stands today to move forward to minimise the concerns and how the parish can help in doing this.
* Cllr Swift stated that there are members of the public asking for a more precise plan of the area going up Sandy Hill Lane
	+ Equinor – we can supply this after the meeting. The boundary in the area of Sandy Hill Lane consists of the road in the middle, some land on the caravan park side and the gardens of the properties on the lane.
* Cllr Stubbs stated that a concerned resident has come to her regarding the possible impact of the magnetic field.
	+ Keith Nichols stated he has had a conversation with this resident. Equinor stated that an electromagnetic fields (EMF) study will be initiated and National Grid will complete this for us. We are confident that the EMF will be in the acceptable limits and the results will be received prior to the upcoming consultation.

Equinor confirmed to the parish council that we will work together throughout this project, that they encourage feedback and urged the Council to document responses via the upcoming consultation.

No further questions were asked.

Cllr Swift thanked Equinor for the presentation and for keeping us informed of the project status.

At this point all Equinor staff and Keith Nichols left the meeting.

**5. Windfarm Developments**

 To receive any updates regarding the offshore wind developments

Cllr Stubbs stated that Hornsea 3 has received approval and will be coming in at Muckleburgh and will be routed up into Kelling. The impact on the village may show more traffic but no disturbance to the village but a definite disturbance to Kelling. We could work with Kelling on how they are dealing with these issues.

Still pushing for Hornsea 3 to look at the option of OTN and a number of us have communicated with Duncan Baker regarding this. It unlikely though that they will consider this.

The Judicial Review has been heard and the judge has retired to consider his verdict which could take approx. a month.

Everyone confirmed that they had received Cllr Stubbs’ updates.

**6. Covid-19**

To receive any other updates regarding village issues with the ongoing Covid-19 pandemic

Cllr Swift stated there have been reports of the spread of the virus reaching the village and we wish any residents a speedy recovery.

On Christmas Day Cllr Swift called some of the vulnerable, elderly residents that he knew were alone to check they were ok. The whole festive period was strange for all of us but for those living alone it was an especially hard time.

Continued to collect some prescriptions and shop when needed for those in need.

The village store and those that work there have continued to provide a great service.

Signs have now been put up all around the village with government guidance.

The HDPF has the relevant signage on equipment that shouldn’t be used and more signage giving advice on the other equipment.

Residents are reminded that meeting people outdoors from outside your household or bubble still carries a risk and you should keep two meters (just over 6ft) apart. Even when you are having a chat preferably wear a mask.

There have been some people reported to the police who have travelled to the village with some being fined and told to leave.

**7. Finance**

1. To note the bank reconciliation to –
2. 23rd December 2020
3. 23rd January 2021

The bank reconciliation was noted.

1. To note the account summary’s to -
2. 23rd December 2020
3. 23rd January 2021

The accounts summary was noted.

1. To approve the following invoices for payment:

i. D Howes Salary for January £ 339.00

ii. E.On Streetlight Electricity (Dec & Jan) £ 146.60 (VAT £6.98)

iii. TT Jones Streetlight Maint (Jan to March 21) £ 57.30 (VAT £9.55)

iv. D Howes Expenses/postage/toner for Dec/Jan £ 115.71 (VAT £11.83)

v. Gardenaid Maint for Churchyard/Cems for Dec £ 352.00

vi. Play Inspection Operational Inspection £ 81.00 (VAT £13.50)

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

1. To approve payment of invoices received since the publication of the agenda:

i. Gary Wells Cems/HDPF work (Nov/Dec) £ 105.00

ii. Gardenaid Maint for Churchyard/Cems for Jan £ 352.00

iii. Gardenaid Maint for Churchyard/Cems for Oct £ 352.00

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

**8. Planning**

1. To consider the following planning applications

PF/20/2603 - Brendon, Station Road, Weybourne, Holt, Norfolk, NR25 7HQ

Single-storey extensions to front and rear of single-storey dwelling

It was **agreed** the council **approves** this application but it will need to comply with the Dark Skies agreement.

1. To consider planning applications received since the publication of the agenda

None received.

**9. Highways & Footpath matters:**

1. To receive updates on installation of white lines on The Street and Sheringham Road

The work hasn’t been completed because of weather conditions but it was confirmed that the work would be carried out the following week.

1. To receive any updates on the streetlighting replacements

Full information regarding quotations etc. was sent round to all Councillors prior to the meeting.

It was **agreed** that the street lighting column by the church on Sheringham Road will be replaced by the cheapest quotation which was from Cozens. Proposed by Cllr R Gallally and seconded by Cllr Stubbs.

In regards to the Pine Walk street lighting columns, the Clerk will contact Norfolk CC to find out if its feasible to have low level lighting columns as an alternative replacement. Cllr Swift stated that we would contact Pine Walk residents beforehand to state our intentions before we move further with replacements.

Cllr Swift wrote to everyone regarding the bollard issues outside the Old Stables. He met the residents and has seen what they have been trying to put into place. The residents and neighbours had spoken to Norfolk CC Highways as people park on both side of the road there and they came to an agreement with Highways that they would force people to park on one side of the road to keep the highway as free as possible. So, the resident put up the bollards outside his property in respect of this agreement.

Cllr Swift asked the resident for health and safety purposes if reflective strips could be added to the bollards which was agreed by the resident.

Cllr Swift could now see there is no issue with this going forward but does have an issue with Highways agreeing with residents to erect bollards etc. without the Parish Council’s input. This will be monitored going forward.

It was **agreed** that the Clerk will contact Highways to support the bollards outside the Old Stables. This matter at the Old Stables has now been resolved.

**10. Allotments**

Cllr Swift read out some information from Cllr Crawford stating that all allotments are fully taken. Work should be starting on the raised beds very soon as they need to be done before March.

Cllr Harrison to contact the relevant company to move this further. The Clerk to remind Cllr Swift that information on the board at the allotments will need to be removed as this is out of date.

**11. Village Hall**

To receive the Weybourne Village Hall Management Committee report

The report was received by all Councillors.

**12. Harry Dawson Playing Field**

 **(a)** To receive correspondence and make comment on the HDPF Committee dissolution

Everyone received the relevant correspondence. Cllr Swift stated that its sad that the committee has come to an end and how grateful the Parish Council is for the work they have done.

The cheque from the committee’s finances has been received and will be banked by the Clerk. This amount totalled £1677.04. This amount will be banked alongside the ringfenced amount of £4000 for the park.

1. To receive report regarding the playing field weekly inspections and consider any recommendations

Cllr R Gallally has completed the inspections and will forward the paperwork to the Clerk. Any work highlighted in the reports, that needs to be completed, can be completed by Gary Wells.

1. To appoint a member/s to carry out the weekly playing field inspection between 3rd February 2021 and 3rd March 2021

It was **agreed** to appoint Cllr C Harrison.

1. To receive any updates in regards to appointing a working group to consider funding possibilities and future developments at the HDPF

Cllr Swift stated we need to move this forward with some urgency. Have had some names passed on for the working group and have had a quotation of £200 to clear the bottom area of the park. Previously it was stated that volunteers would get together to clear this area which has not happened and as a matter of health and safety this work needs to be completed. It was **agreed** for this work to go ahead. Proposed by Cllr Harrison and seconded by Cllr P Gallally.

For helpers we need to advertise on social media, via posters, banners etc. stating that we need to do fund raising to revamp the park.

Fund raising - This starts with small gifts; appealing to residents, businesses, holiday properties etc. Post small donations then start contacting places like Rotary, The Masons and local groups who can help. Then from this we can go to The Big Society, The National Lottery etc. to the possibility of matching the smaller donations.

The Clerk to investigate further funding possibilities information from both Norfolk CC and NNDC.

**13. Weybourne Community Fund**

To receive the Weybourne Community Fund report

Cllr Woodhouse stated that a resident has donated a post for the gate issue; just waiting to see if this is suitable. No fund raising is taking place at the moment.

**14. Governance:**

1. To receive any updates regarding Clerk’s laptop backup

It was **agreed** for the Clerk to open a cloud account with Google for the laptop backup. Proposed by Cllr Harrison and seconded by Cllr P Gallally.

1. To receive any updates regarding the dead trees issue in Weybourne Caravan Park

No updates.

1. To receive any updates regarding the Clerk’s appraisal

This will take place on Monday 22nd February with Cllr Swift, Cllr R Gallally and Cllr Woodhouse via Zoom.

1. To discuss communication between Councillors

Cllr Swift stated that he is still not getting many replies back from Councillors. Going forward he is going to send correspondence to the Clerk to pass onto the Councillors.

Cllr Swift stated that he passed around information to all Councillors regarding the bus shelter board light. If we can get sponsors for the board and light from local businesses etc. then this would be beneficial. The Clerk to investigate further on costs and if this will be part of the Parish Partnership Scheme.

Cllr P Gallally stated that the plastic covering for the plan sign has arrived and he will get this installed. The Clerk will obtain a digital copy of the sign.

Cllr Swift stated the toilets for the beach area has been put into the NNDC budget for next year.

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

1. Items received since the publication of the agenda

None

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

The next parish council meeting was confirmed as Wednesday 3rd March 2021

There being no further business, the Chair closed the meeting at 8.57pm